

# **SPRING HILL COLLEGE**

## **Bulletin of Information**

**Traditional Undergraduate**

**Non-traditional Continuing Studies**

**Graduate**

**Courses and Degrees**

**2007-2008**

**4000 Dauphin Street  
Mobile, Alabama 36608**

# Correspondence Directory

The administrative offices of Spring Hill College are open Monday through Friday from 8:00 a.m. to 5:00 p.m. The official address of the College is Spring Hill College, 4000 Dauphin Street, Mobile, AL 36608. FAX: 251-460-2095. The telephone area code is 251. Specific numbers are given in parentheses after each office.

**Academic Affairs (380-2262)** General academic policy for graduate and undergraduate programs, student academic status, faculty appointments and contracts. Also, general policies and administration for offices of Student Academic Services and Registrar.

**Admission (380-3030)** Undergraduate admissions, prospective student information, scholarship information.

**Athletics and Recreation (380-3485)** Administration of intramurals, recreation and fitness activities, sports and leisure courses, club sports, and intercollegiate athletic program.

**Business Office (380-2251)** Accounting and financial transactions.

**Campus Ministry (380-3495)** Liturgies and liturgical committees, SHC volunteer community services, days of recollection and retreats, sacramental initiation and reception, confidential counseling and spiritual direction.

**Communications and Institutional Marketing (380-2281)** Communications, community and media relations, and publications.

**Continuing Studies (380-3065)** Continuing education, adult degree programs, summer sessions.

**Development and College Relations (380-2280)** Alumni and parent relations, annual giving, community relations, planned giving, and publications.

**Financial Affairs (380-3885)** General business and financial policy, purchasing, personnel, maintenance, auxiliary enterprises.

**Financial Aid (380-3460)** Administration of financial assistance (financial aid and scholarships) to students.

**Graduate Programs (380-3094)** General information about graduate-level programs.

**Public Safety (380-3095)** Campus patrol, emergency information, vehicle and guest registration, parking and traffic regulations.

**Residence Life (380-3028)** Housing assignments, residential policies and programming, campus events planning, coordination of Greek life activities and policies.

**Student Academic Services (380-3470)** Career services, academic advising, academic support services (tutoring and academic accommodations), Freshman Seminar, students in transition.

**Student Activities (380-3025/380-3027)** Administration and guidance for campus clubs, organizations, and activities, diversity programming, the online student center, Leadership Development Program, and new student orientation.

**Student Affairs (380-3023)** Vice President and Dean of Student's Office, Student Judicial Office, general policies and administration of student affairs, code of student non-academic conduct, student activities, clubs and organizations. Also, general policies and administration for offices of Residence Life, Athletics and Recreation, Student Activities, and the Wellness Center.

**Student Records/Registrar (380-2240)** Transcripts of credits, course schedules, registration.

**Wellness Center (380-2270)** Confidential personal counseling and health services, health and wellness information literature, referrals to community resources, 24-hour on-call emergency coverage.

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# I

## General Information

### COMPELLING FOCUS

In defining and clarifying our identity, we have developed a compelling focus at Spring Hill which embodies our distinctiveness:

*“The people of Spring Hill College, in community, work together to nurture learning for body, mind and spirit. We take the time and make the effort to teach and act with justice, with care and in the service of others.”*

August 1999

# Mission Statement

Rooted in its Catholic heritage and continuing the 450-year-old Jesuit tradition of educational excellence, Spring Hill College prepares students to become responsible leaders in service to others.

We offer our students a thorough preparation for professional excellence. More importantly, we strive to awaken mind and spirit to the pursuit of truth and to an ever-deepening appreciation of the beauty of creation, the dignity of life, the demands of justice, and the mystery of God's love.

In our community of living and learning, we are committed to the Jesuit tradition of "cura personalis," that is, a care for the spiritual, social and intellectual growth of each individual.

Through informed dialogue with the world's cultures, religions and peoples we promote solidarity with the entire human family.

And true to the Catholic and biblical tradition, we nurture both the personal and social dimensions of faith, seeking to draw our students into a deeper and more vital relationship with God.

April 5, 2001

## HISTORY

The history of Spring Hill College is deeply rooted in the early French and Catholic culture of the Gulf Coast. Successful French colonization efforts led to the development of trading centers on water routes that attracted increasingly larger populations. Mobile soon became a focal point for commercial activity as well as the seat of the Bishop of Mobile, whose diocese extended throughout Alabama and to the east coast of Florida. Bishop Michael Portier, recognizing the need for Catholic higher education in the Southeast, founded Spring Hill College in 1830. In 1847, Bishop Portier invited the Fathers of the Lyons Province of the Society of Jesus to take possession of the College.

As the oldest college in Alabama, the first Catholic college in the Southeast, and the third oldest Jesuit college in the United States, Spring Hill's heritage remains vital, its mission constant: to educate students to become responsible leaders in service to others.

It comes to this mission from its Jesuit, Catholic philosophy of learning; it realizes that the internal dynamic of the intellect is to reach toward the fulfillment of Truth, God, while the internal dynamic of faith is not only to accept "through grace" the essential otherness of God, but to reach toward an ever-increasing understanding of its mysteries. Such a conjunction of faith and reason, leading to a knowledge of God and of creation, necessarily results in a desire to see that all men and women share that vision, share in God's love, and therefore share in the benefits of creation. Thus we are enjoined, through the process of a personalized education, to protect the rights of all and to work for that peace and justice which is the intent of God's kingdom.

## **A COMPREHENSIVE LIBERAL ARTS COLLEGE**

The tradition and identity of Spring Hill have thus been formed from the strength of its Catholic heritage and its Jesuit spirituality and educational philosophy. Indeed, the College derives its academic character from its insistence on the primary importance of the liberal arts and sciences. It offers a multi-dimensional education, providing students the humanistic foundation for a life of continuous learning.

Through the Core Curriculum, adapted from the values-oriented program of studies of the Jesuit tradition, students explore artistic, historical, scientific, philosophical, and religious approaches to reality. Methods and principles are stressed and an emphasis is placed on the quest for understanding. These studies are designed to assist students in developing breadth and variety of knowledge as well as skills in analysis, synthesis, and judgment. Combined with specialized studies in major areas, which prepare students directly for careers or for graduate school, the liberal arts and sciences provide the context for both integration of knowledge and clarification of values.

Through such knowledge and skills, the College aims at fostering the intellectual growth of men and women who are free from ignorance, narrowness of interest, and bigotry. True to its heritage, the College recognizes its responsibility to transmit Christian values and to challenge students to the highest ideals.

The College also recognizes its responsibility to carry its educational vision to the broader community by developing programs, both graduate and undergraduate, which respond to the needs of the growing number of non-traditional students in its local area and by extending its theological resources to the service of the Catholic Southeast.

## **CHARACTERISTICS OF SPRING HILL COLLEGE**

Spring Hill draws its inspiration from the religious, humanistic vision of Ignatius Loyola who started his first schools in the middle of the sixteenth century. He wanted to bring to the Renaissance world of his time the knowledge that the world is charged with the grandeur of God, as the nineteenth-century Jesuit poet, Gerard Manley Hopkins, would write; and he hoped to lead people to a knowledge of that God. In this desire to serve his world and his Church, he recognized that education was a key element. He knew that a disciplined growth in the knowledge and understanding of creation, grounded in faith, is indispensable for the right ordering of society. Both Ignatius and his followers, to achieve their vision, regarded certain characteristics essential to the identity of their educational institutions; they are expectations demanded of our students, they are qualities that strengthen and perpetuate the education provided by Spring Hill College.

### **Academic Excellence**

Spring Hill College is committed to academic excellence. In an atmosphere of open inquiry, students and teachers together experience the significance of the intellectual life; they learn that it establishes a society's cultural values and is responsible for the communication of those values to future generations. Thus the

academic community pursues and shares knowledge through serious scholarship in a desire to know the truth of creation, appreciate its beauty, and serve it with humility.

To accomplish this, the College employs selective enrollment, and it recruits faculty who have either already demonstrated excellence in teaching or who exhibit a desire to excel; it further encourages the faculty's continuing academic development. These dedicated faculty carry on the Jesuit tradition of vigorous intellectual discipline and an attention to detail that are the foundation of learning. And though such learning takes place primarily in the classroom, in the interaction between student and teacher, and in hours of careful study, the wider ranges of campus life are also meant to provide opportunities for intellectual stimulation.

### **Leadership**

Learning is the empowerment that makes authority and constructive action possible. Campus life—both curricular and extra-curricular—involves students in active learning experiences that are designed to help them grow creatively, and the personal size of the student body ensures effective participation by everyone. They are thus encouraged to take positions of responsibility; and they often find themselves judged, formally or informally, on their ability to lead. This nurturing environment fosters initiative and determination, and helps students to become dynamic leaders whose dedication and courage in serving others ennoble their community.

### **Personal Development**

Every aspect of campus life has as its purpose the formation of the balanced person who, through habits of reflection, through enriching relationships with other students and with teachers, develops a mature world-view. These opportunities are not limited to the academic; rather, residence hall life, intercollegiate and intramural athletic competition, liturgies, retreats, and campus social functions all serve to promote individual development within the community. The College offers its students the joy of learning and the excitement of personal discovery. Students thus become self-disciplined, open to growth, and aware of the responsibilities that true freedom demands.

### **Community**

The College attempts to create a genuine community based on the pursuit, common to students and faculty, of intellectual growth and personal development. Concern for the individual person—what Jesuits have traditionally called *cura personalis*—is a fundamental characteristic of the Spring Hill community. This personalized care, possible because of the College's comfortable size, allows each student to develop individually, but also, and simultaneously, as a member of a community bonded by shared ideals. Members of a community are galvanized by unity of purpose; they appropriate the community's ideals for themselves and have a stake in their fulfillment; in advancing these ideals, they become leaders.

### **Diversity**

The College purposely seeks a diverse student body. Given the interdependence of the global environment, diversity is a practical preparation for life, but it is also a stimulation to a well-rounded education. Diversity is richness. Thus the



College welcomes students of varying nationalities, geographic regions, ages, and religions, as well as diverse social and economic backgrounds. The one common element the College seeks in all its students is an openness to the values of a personalized, Jesuit, liberal arts education.

### **Service**

The Spring Hill experience, therefore, in all its dimensions, challenges students to excel as informed and responsible leaders in service to others. Recognizing and serving the needs of one another is an important facet of campus life, and students are faced with this responsibility on a daily basis. But that responsibility extends far beyond campus boundaries: the call to serve has been made more urgent than ever in Jesuit institutions by the commitment of the Society of Jesus to promote faith by seeking the justice that the gospel demands.

This is a call to Christian love—the disposition to love others as God loves us—which the College community believes should be the overriding influence on its every action, its every decision. Students should, through the education Spring Hill offers, be made aware of their special obligations to the world of the disadvantaged and the impoverished. They are urged to share with the College its responsibility to bring political, social, and cultural benefit to the Mobile community and, ultimately, to society at large.

## **GOALS STATEMENT**

Reflecting the Catholic, Jesuit philosophy of learning, that ultimately faith, reason and justice are inextricably related to one another, the goals of Spring Hill College seek to promote an integrated education of the whole person, while respecting the value of diversity and the fundamental importance of free inquiry. The educational and institutional goals of the College are:

### **For its students:**

To develop students' intellectual capacities for critical thinking, coherent writing and articulate speaking, by building skills in analysis, synthesis, and judgment and by cultivating the quest for understanding and the desire for truth.

To provide a humanistic foundation for a life of continuous learning, through a Core Curriculum which explores artistic, historical, scientific, philosophical, and religious approaches to reality.

To develop depth of understanding in an area of specialization which provides a foundation for a productive professional life.

To provide challenge and guidance to the process of moral development and personal integration of values by deepening a sense of responsibility and respect for the needs and rights of others, along with a mature self-respect and self-confidence.

To promote the growth of social awareness and responsibility, especially through an appreciation and understanding of cultural diversity and the fundamental solidarity of the entire human community, and through cultivation of a reflective sensitivity to human misery and exploitation, which recognizes the continuing need for empowerment of the marginalized in society.

To develop students' capacities and desires for leadership and service as active participants in the life of church and society.

## 10 Mission Statement

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To awaken and deepen a mature sense of faith, a reflective and personal integration of reason, faith, and justice.

To develop a sense of the interrelatedness of reality and the ultimate integration of knowledge, rooted in the mystery of God and revealed in the Incarnation of the Word, Jesus Christ.

### **For the institution:**

To build a true community of learning by focusing all sectors of the College on the common goal of personalized, holistic, student-centered education.

To direct faculty recruitment and faculty development towards promoting quality teaching, active scholarship, and shared mission.

To strengthen the distinctive mission of the College by developing and implementing strategies to build shared responsibility for Spring Hill's Jesuit tradition at all levels of the College community.

To engage in systematic planning through a broad-based, ongoing planning and evaluation process in order to facilitate continued growth in institutional effectiveness.

To serve as an educational resource for the Catholic faith community of the Southeast.

To serve as an educational and cultural resource for the Mobile community and the metropolitan area.

Board of Trustees  
Spring Hill College  
October 15, 1993

# The College

## CORPORATE TITLE

The legal corporate title of the College is: *Spring Hill College*. This title should be used for all legal purposes.

## HISTORY

Spring Hill College was founded by the first bishop of Mobile, Michael Portier. After purchasing a site for the College on a hill near Mobile, Bishop Portier went to France to find teachers and funds for the new college. Upon his return he rented a hotel next to the college grounds and started the first semester on May 1, 1830, with an enrollment of thirty students. On July 4 of the same year the bishop laid the cornerstone of the first permanent building. It stood on the site of the present Administration Building and opened for classes in November 1831. Spring Hill thus takes its place among the oldest colleges in the South. It is the third oldest Jesuit college in the United States.

In 1836 the governor of Alabama signed a legislative act which chartered the College and gave it "full power to grant or confer such degree or degrees in the arts and sciences, or in any art or science as are usually granted or conferred by other seminaries of learning in the United States." This power was used in the following year, 1837, when four graduates received their degrees.

The first two presidents of the College were called away to be bishops, one to Dubuque (Bishop Loras), the other to Vincennes (Bishop Bazin), and the third, Father Mauvernay, died after a brief term of office. Bishop Portier then found it necessary to transfer the College, first to the French congregation of the Fathers of Mercy, and next to the Congregation of Eudists, both of whom lacked teaching and administrative experience. He then persuaded the Fathers of the Lyons Province of the Society of Jesus to take possession of the College. The new regime was inaugurated with Father Francis Gautrelet, S.J., as president in September 1847. Since that time the institution has continued under Jesuit direction.

Instruction at the College was not interrupted by the Civil War, but in 1869 a fire destroyed the main building and required the removal of students and faculty to St. Charles College, Grand Coteau, Louisiana. Bishop Quinlan and other benefactors assisted in rebuilding the College, which reopened at Spring Hill before the year's end.

As the enrollment increased, Quinlan Hall, the College Chapel, the Byrne Memorial Library, and Mobile Hall were erected. In 1935, the high school, which had been a unit distinct from the College since 1923, was discontinued. In the space vacated by the high school, the Jesuit House of Studies was opened in 1937, and the Scholasticate of the Sacred Heart opened on a site adjoining the College a few years later. After World War II, a great influx of veterans taxed the facilities of the College, requiring the erection of a number of temporary buildings on the campus, all of which have been replaced or removed.

At the request of His Excellency, Archbishop Toolen of Mobile, the College became coeducational in 1952. At present the ratio of male to female students is approximately 4:6. Black students were accepted into all departments of the College for the first time in 1954. The present enrollment of the College is approximately 1,480.

## HERALDIC ARMS OF THE COLLEGE

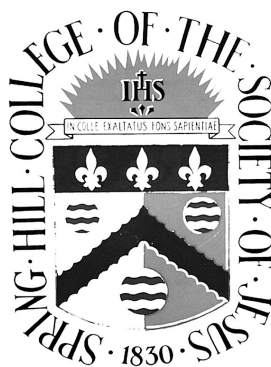
The disposition of the shield per pale divides the College arms vertically into a silver and gold field to indicate that Spring Hill College is a college of arts and sciences. The hood of an academic gown is usually bordered in silver or white for arts and letters and in yellow or gold for science. Over this composite field is charged an indented chevron, which forms at once an artistic variation of a carpenter's square and also expresses by the indentations the teeth of a saw, to represent St. Joseph the Carpenter, who is the patron of Spring Hill College.

The chevron is surrounded by three "fountains," the heraldic equivalent of springs, to betoken the title of the College. This affords a form of canting arms or *armes parlantes*, which bespeaks or announces the name of the bearer. The medieval heralds were extremely fond of this type of symbolism.

The college colors prevail in the purple chief (upper compartment), charged as it is with three silver *fleurs de lis*, the French form of the lily, to symbolize the French origin of the College. The lilies or *fleurs de lis* are also a traditional symbol of St. Joseph, patron of the College.

The crest with the golden flames and the three nails in pile beneath the Greek letters Iota, the crossed Eta and Sigma, constitute the insignia of the Society of Jesus under whose direction the College is operated.

The motto, *In Colle Exaltatus Fons Sapientiae*, "A Spring of Wisdom Lifted Up on the Hill," recalls both the name of the College and its inspiration in Christ, the Wisdom of God, lifted up on the hill of Calvary.



## GOVERNANCE

The governance of Spring Hill College is the sole responsibility of the Board of Trustees of Spring Hill College, whose legal title is: *Spring Hill College*, chartered by the Legislature of the State of Alabama on January 9, 1836. The Charter of the College, as amended in 1974, 1980, and 2005, requires that the President of the College and a significant number of the Board of Trustees be members of the Society of Jesus. The College is a Catholic liberal arts college under the sponsorship of the Jesuit Fathers of the New Orleans Province of the Society of Jesus. Spring Hill College is an autonomous institution in its governance with all authority and ownership vested in the Board of Trustees, and it receives no direct support from either public or ecclesiastical sources.

## JESUIT EDUCATION

One of twenty-eight Jesuit colleges and universities in the United States and two hundred and thirty-five throughout the world, Spring Hill College is heir to a renowned and successful system of Jesuit liberal arts education. The system derives its traditions and ideals from four centuries of academic experience and educational wisdom.

The Society of Jesus was founded by St. Ignatius of Loyola in 1534. His world-view led him to emphasize the importance of action as a necessary result of knowledge and contemplation—not action in itself, but action enlightened by unbiased reason and reasonable faith. He also emphasized flexibility in the use of all legitimate means and encouraged experimentation to discover the most effective means of achieving goals. He encouraged everyone to build a better earth, a true kingdom of God. It is these and other Ignatian ideals which give Jesuit education its distinctive character.

## ACCREDITATION AND AFFILIATION

Spring Hill College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane; Decatur, Georgia 30033-4097; telephone number 404-679-4501) to award associate, baccalaureate, and masters degrees.

Spring Hill students are accepted for graduate and professional study by leading colleges and universities in all parts of the country. Spring Hill's teacher education programs are approved by the Alabama State Board of Education.

Spring Hill College, through its Division of Business, is nationally accredited by the Association of Collegiate Business Schools and Programs to offer the following business degrees: Bachelor of Science in Business Administration and the Master of Business Administration.

The Division of Nursing is accredited by the Commission on Collegiate Nursing Education (CCNE). Accreditation is an indication of public approbation, attesting to the quality of the educational program and the continued commitment of the sponsoring institution to support the program. For further information about the accreditation of the program, please contact the Commission on Collegiate Nursing Education at the following address:

Commission on Collegiate Nursing Education  
One Dupont Circle, NW, Suite 530  
Washington, DC 20036-1102  
(202) 887-6791

In addition to affiliations in specialized areas and disciplines, the College holds memberships in the American Council on Education, the National Association of Independent Colleges and Universities, the National Catholic Educational Association, the Association of Catholic Colleges and Universities, the Association of Jesuit Colleges and Universities, the Alabama Association of Independent Colleges, the Council of Independent Colleges, the Association of Governing Boards of Universities and Colleges, Council on Undergraduate Research, the American Association of Colleges for Teacher Education, the Alabama Associa-

tion of Colleges for Teacher Education, and the National Association of Intercollegiate Athletics.

The College is an established center for the American College Testing program and the Educational Testing Service. Tests for admission to professional schools are administered at regular intervals.

## **CAMPUS DESCRIPTION**

The college campus occupies several hundred acres of the elevation which gives its name—Spring Hill—to the surrounding residential area of Mobile. The natural beauty of this well-chosen site, adorned with a variety of trees, shrubs, flowers, and shaded lanes, along with its imposing buildings, makes this campus one of the most attractive in the country. Extensive athletic fields, 250 acres of woods, an eighteen-hole golf course, and a nearby shopping center provide recreation and convenience for students and faculty. The mildness of the climate makes it possible for outdoor sports to continue throughout most of the year.

### **Buildings**

The Administration Building stands on the site of the first building erected by Bishop Portier. Built in 1869, this three-story building fronts on a quadrangle which includes administrative offices on the east. Humanities faculty have offices on the third floor of the main building, and teacher education faculty are located on the second floor. There are several classrooms and the teacher education library in the complex as well. Covered Gothic colonnades join the four buildings. The east wing contains the Gautrelet Room, a large reception area remodeled and redecorated in 1991 and named in honor of the first Jesuit president. The Eichhold Fine Arts Complex and mathematics faculty offices are located in the west building.

Stewartfield is an attractive antebellum home at the end of the Avenue of the Oaks. Built in 1845, Stewartfield houses receptions for campus and local community events.

The Sodality Chapel, which dates from 1850, has served continuously since its erection to house small congregations for religious exercises.

Nan Altmayer Place (Moore Hall), built in 1866, is situated on the east side of the Administration quadrangle. A major renovation and addition was completed in 2006, and the building was renamed. It houses the offices of the President and Admission.

Yenni Hall, named in memory of Father Dominic Yenni, S.J., respected author of the Yenni Latin and Greek grammars, was built in 1901 and completely restored in 1992. It houses the Division of Business.

The College Chapel, dedicated to Saint Joseph, the patron of the College, was built in 1910. It is of modified Gothic architecture. A major restoration of the Chapel was completed in 2004.

Quinlan Hall, named in honor of Spring Hill's second founder, Bishop Quinlan, is the main classroom building of the College. It houses the Division of Nursing on the first floor and the Division of Social Sciences on the third floor.

Erected in 1898, it was enlarged in 1915. A major renovation was completed in 2003, and Quinlan Hall now contains lounge areas and nine state-of-the-art classroom facilities.

Mobile Hall, built in 1927 and renovated in 1994, houses sophomore and junior men and women.

Byrne Memorial Hall, originally built in 1931, and extensively renovated in 2005, houses Development and College Relations and the Communications office. It provides a public gathering space. The building was the Thomas Byrne Memorial Library until 2004.

Walsh Hall, built in 1954, houses freshman students and contains the campus Post Office. It also includes the Wellness Center and offices for Residence Life and Public Safety.

Deignan Hall, completed in 1958 and renamed in 1967 to honor the memory of Father John V. Deignan, S.J., who founded the chemistry department and taught chemistry to Spring Hill students for almost forty years, is a structure with 17,460 square feet of space for the laboratories, classrooms and offices of the chemistry department.

The Moorer Communication Arts and Physics Building, constructed in 1959 and renovated in 1991, houses the Department of Communication Arts and a science laboratory. Specially designed spaces for computer-based journalism instruction and television production are located here.

Yancey Hall, completed in 1967, is the biology building with 17,000 square feet of space for laboratories, a large lecture hall, and a library.

Toolen Hall, completed in 1961 and named for the late Thomas J. Toolen, Archbishop of Mobile-Birmingham, is a residence hall for freshman men.

O'Leary Hall, named after former president William O'Leary, S.J., constructed in 1967, and renovated in 1999, houses sophomore and junior men and women students.

Three former residence buildings on Old Shell Road and one on College Lane north of the Viragh complex serve as residences for the Jesuit community.

The Campus Center was built in 1964 and expanded in 1992. This building provides ample and comfortable dining and lounging facilities and contains the Barnes & Noble College Book Store, several meeting rooms and game rooms, the offices of Student Affairs and Student Government, Campus Ministry, and the President's Room.

Fairway Apartments, opened in August 1996, offer modern apartment-style living accommodations to upper-division students. The three efficiently designed and well-landscaped units overlooking the golf course accommodate 142 students.

The Arlene Mitchell Theater, constructed in 1996, houses the Yenni Players, the College theatrical group. The theater has flexible seating and can accommodate up to 200.

**MAP GOES HERE**



**MAP GOES HERE**

The Arthur R. Outlaw Recreation Center, completed in Spring 1997, serves as the basketball arena and offers a variety of intercollegiate and intramural activity areas including a swimming pool, racquetball courts, a weight-training room, an aerobic exercise room, locker room facilities, and offices for the intercollegiate coaching staff and intramural director.

Viragh Hall, completed in 2002, offers suite-style living accommodations to upper-class students.

The Marnie and John Burke Memorial Library, an innovative library resource center, opened July 2004 on the east side of the campus. This major addition to the campus brings together all traditional library and information technology resources for the campus and includes several teaching and computer labs, the faculty development center, a distance education classroom, several group study rooms, and a café.

A new residence hall opened August 2005, and includes single and double rooms for upper-class students.

# Summary Listing of Academic Programs

Below is a summary listing of the academic programs offered by Spring Hill College.

Specific requirements for the various degree programs appear in more detailed form in Parts II-IV of this *Bulletin*. These parts are organized according to the academic program structure of the College: traditional undergraduate programs, continuing studies (non-traditional undergraduate) programs, and graduate programs. Traditional programs are those normally offered during the daytime in the semester format. They are largely designed to meet the needs of the traditional college student, the student pursuing a college education in residence following graduation from high school. The continuing studies program is oriented toward the non-traditional student, usually working adults or those interested in pursuing the college degree outside of the daytime format. The continuing studies program operates on fall and spring semesters, and two summer sessions. These two approaches to undergraduate education differ principally in scheduling, clientele served, and the time required to complete the program. In terms of academic standards and quality, the programs are parallel. Graduate programs are designed for post-baccalaureate students seeking specialized, advanced knowledge in a particular department for career enhancement purposes and/or personal intellectual satisfaction.

Specific programs are offered within this tripartite structure by the eight academic divisions of the College: business; communication, fine and performing arts; languages and literature; nursing; philosophy and theology; science and mathematics; social sciences; and teacher education.

## ACADEMIC DIVISIONS AND PROGRAMS OFFERED

(Entries following “/” indicate an area of concentration within the major or minor program; entries showing two disciplines combined with “-” indicate a major combining the disciplines.)

### TRADITIONAL BACCALAUREATE (4-YEAR) PROGRAMS

Bachelor of Arts (BA), Science (BS), or Nursing (BSN) Degree Programs.

#### **Business**

Business Administration (Minor)

Business Administration/Accounting (BS-Major)(Minor)

Business Administration/Accounting Electives (Joint BS-MBA)

Business Administration/Computer Information Systems (BS-Major)(Minor)

Business Administration/Finance and Economics (BS-Major)

Business Administration/International Business (BS-Major)

Business Administration/Management (BS-Major)(Minor)

Business Administration/Marketing (BS-Major)(Minor)

Economics (Minor)

Finance (Minor)

**Communication, Fine and Performing Arts**

Art-Business (BA-Major)  
Art Therapy (BA-Major)  
Communication Arts (Minor)  
Communication Arts/Electronic Media (BA-Major)  
Communication Arts/Integrated Communications (BA-Major)  
Communication Arts/Journalism (BA-Major)  
Graphic Design (BA-Major)(Minor)  
Studio Art (BA-Major)(Minor)  
Theater (BA-Major)(Minor)

**Languages and Literature**

English (BA-Major)(Minor)  
French (Minor)  
Hispanic Studies (BA-Major)  
Writing (BA-Major)(Minor)  
Spanish (Minor)

**Nursing**

Professional Nursing (BSN-Major)  
Pre-Med (BSN)

**Philosophy and Theology**

Philosophy (BA-Major)(Minor)  
Theology (BA-Major)(Minor)

**Science and Mathematics**

Biology (BS-Major)(Minor)  
Biology/Pre-health (BS-Major)  
Biology/Marine (BS-Major)  
Biochemistry (BS-Major) (Minor)  
Biopsychology (BS-Major)  
Chemistry (BS-Major)(Minor)  
Engineering Dual Degree (BS-Major)  
Mathematics (Minor)  
Mathematics/Actuarial (BS-Major)  
Mathematics/Applied (BS-Major)  
Mathematics/Computer Analysis (BS-Major)  
Mathematics/Pure (BS-Major)

**Social Sciences**

History (BA-Major)(Minor)  
International Studies (BS-Major)(Minor)  
Political Science (BS-Major)(Minor)  
Pre-Law (Minor)  
Psychology (BS-Major)(Minor)  
Social Science (BS-Major)  
Sociology (BS-Major)(Minor)

**Teacher Education**

Early Childhood Education (BS-Major)  
Elementary Education (BS-Major)  
Secondary Education (BS-Major)

**Interdivisional Studies**

General Studies (BS-Major)  
Interdisciplinary Humanities (BA-Major)  
Joint BA or BS/MBA (Liberal Arts or Sciences Major with MBA)  
Women's Studies (Minor)

**NON-TRADITIONAL/ADULT-ORIENTED PROGRAMS-  
BACCALAUREATE**

Business Administration/Management (BS-Major)  
General Studies (Non-traditional)(BS-Major)  
Organizational Leadership (BA-Major)  
Psychology (BS-Major)  
Theology (BA-Major)

**ASSOCIATE (2-YEAR) PROGRAMS**

**Associate of Science (AS) Degree**

Business (AS)  
Computer Information Systems (AS)  
Education (AS)

**CERTIFICATE PROGRAMS**

Computer Information Systems  
Ecclesial Ministry  
Faith Community Nursing (Parish Nursing)  
Gerontology  
Human Resource Management  
Leadership and Ethics  
Ministry  
Post-Baccalaureate Premedical Studies  
Spiritual Direction or Faith Companionship  
Theological Studies

**SPECIAL PROGRAMS**

Air Force and Army ROTC  
Foreign Language Proficiency  
Honors Program  
Spirituality (Continuing Education Units)

## **GRADUATE PROGRAMS**

Business Administration (Master of Business Administration)

Clinical Nurse Leader (Master of Science in Nursing)

Early Childhood Education (Master of Science)

Elementary Education (Master of Science)

Liberal Arts (Master of Liberal Arts)

Pastoral Studies (Master of Pastoral Studies)

Secondary Education (Master of Science)

Teaching in Early Childhood Education (Master of Arts in Teaching)

Teaching in Elementary Education (Master of Arts in Teaching)

Teaching in Secondary Education (Master of Arts in Teaching)

Theology (Master of Arts)

Theological Studies (Master of Theological Studies)

# Special Programs

## HONORS PROGRAM

**Director: Dr. K. Joanna S. Forstrom**

The Spring Hill College Honors Program is designed to enhance the Spring Hill Experience by offering a challenging and rewarding course of study to academically gifted and motivated students. It is comprised of academic courses; seminar experiences; and additional opportunities for service, leadership, cultural exploration, and social interaction both on and off campus. The program is designed to begin during a traditional student's first semester and to continue throughout the student's program of study.

**Regular Admission to the Program:** Selected incoming students will be invited to participate in the Honors Program by the Honors Program director following their acceptance to Spring Hill College. The formal requirements for participation include:

- (a) **High School Grade Average:** An adjusted high school grade point average of at least 3.5 on a 4.0 scale. Only academic courses are included in the calculation and any "weighting" of courses is removed.
- (b) **Standardized Test Scores:** A minimum composite ACT score of 28 or comparable SAT score.

Other components of a student's application to the College will be examined by the Honors Program director to ensure that the student is well suited for the program. Students may be asked to interview with the director or a member of the Honors Program Faculty Committee in person or by phone.

Under some circumstances, students who transfer to Spring Hill College may be invited to participate in the program. Under some circumstances, a current student at Spring Hill College may be invited to participate in the program after his or her first semester or first year. Interested students should contact the Honors Program director.

### **The Honors Program Academic Requirements:**

- (a) **Honors Core Courses:** Honors students are enrolled in specially enriched sections of certain core courses. Such courses constitute approximately one third of the student's core curriculum course work. The academic requirements do not increase the number of hours required for graduation or for completion of any major or minor offered at Spring Hill College. Honors courses will cover material in greater depth, use primary materials when possible, stress student participation and responsibility, and encourage high individual achievement. As part of HON 490, seniors complete their honors course work and honors program experience by presenting a research paper during Celebration of Our Learning Day, or at an approved alternate venue. For some of the honors

courses, alternatives may be authorized. Honors “contract” courses may also satisfy some of the requirements. See the Honors Program director for details.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HON 190	Honors Freshman Seminar	1
ENG 190	Honors Composition and Literature	3
ENG 290 <sup>1</sup>	Honors Literature	3
PHL 190	Honors Logic	3
PHL 291	Honors Ethics	3
or PHL 292	or Honors Philosophy of Human Nature (3)	
or PHL 293	or Honors Philosophy of Religion (3)	
or PHL 294	or Honors Philosophy Special Topics (3)	
THL 190 & THL 390		
or THL 391	Honors Theology I and II	6
HIS 290 <sup>2</sup>	Honors History	3
ECO 290	Honors Economics	3
or POL 290	Honors Political Science (3)	
or SOC 290	Honors Sociology (3)	
HON 490	Honors Senior Seminar	0-3

<sup>1</sup>Honors students only need three courses to complete their requirement in English. After taking ENG 190 and ENG 290, they may take either a 200-, 300-, or 400-level course. However, Honors students who opt to take a 300- or 400-level course for their last English core requirement must have received a minimum grade of “B” in both ENG 190 and ENG 290. Otherwise, they must take a 200-level English course.

<sup>2</sup>All Honors students must take HIS 290 Honors History. In addition, Honors students must take HIS 101 to satisfy their core requirement in history. The requirement for HIS 101 can also be satisfied by having the appropriate AP score in Western Civilization or by obtaining an acceptable score on a Western Civilization CLEP test. Please see the appropriate section of the *Bulletin of Information* for the minimum scores needed to satisfy this requirement. Please note that no substitute history course or test will be accepted.

Normally, students will take two honors core courses each semester during the first and second years, although the courses can be distributed over four years.

First Year:

Fall: ENG 190, PHL 190, & HON 190

Spring: ENG 290 & THL 190

During the Second and Third Years:

Fall: PHL 29X & HIS 290

Spring: THL 390 or 391 & POL 290 or SOC 290 or ECO 290

Fourth Year:

Spring: HON 490



- (b) Other Designated Core Requirements:** Among other courses, the core curriculum includes requirements in mathematics and science. Honors students fulfill the mathematics part of the core curriculum by completing:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
or MTH 140	Calculus with Business Applications	3
or MTH 163	Basic Statistics for the Sciences	3

**Recommended:** Among other courses, the core curriculum includes requirements of foreign language study. A second year (intermediate or advanced level) of foreign language study is recommended but not required.

- (c) Additional Academic Credit:** Each student may receive up to twenty-four (24) hours of credit for prior study or academic accomplishment. These hours include AP credits accepted and dual enrollment course credits accepted. When all high school records are received by the College, the assignment of credits in specific disciplines and general electives will be determined jointly by the Director of the Honors Program and the college Registrar after consideration of the achievements of each student and within guidelines established by the academic departments.

**Honors Course Descriptions:** Students in the honors program begin and complete their four years by participating in courses appropriate to their place in the program.

**HON 190. Honors Freshman Seminar (1)** All new honors students are placed in a Freshman Seminar section designed to orient them to the program and to the College as a whole. This course will be graded on a pass/no-credit basis.

**HON 490. Honors Senior Seminar (0-3)** This seminar is designed to synthesize the student's four years of study and to build toward career or graduate study plans. Each student will complete and present a research paper in his/her academic discipline during Celebration of Our Learning Day, or at an approved alternate venue. This course may be graded on a pass/no-credit basis. Students must receive a passing grade in this course in order to graduate with an Honors designation.

**HON 499. Honors Special Topics (1-3)** Special topics in liberal arts or science not included in Honors curriculum. Offered occasionally for special interests or needs.

See appropriate academic division listing for the honors core course descriptions.

**Retention of Honors Standing:** To remain in the honors program, each student must complete a minimum of twenty-four semester hours each year at Spring Hill,

achieve a minimum 3.0 grade point average at the end of the first year, and maintain a cumulative 3.3 grade point average each semester thereafter.

**Graduation:** Successful completion of the honors program will be indicated by a special notation on the student's diploma and in the commencement program, as well as an announcement during the commencement ceremony.

## GOVERNMENT INTERNSHIPS

**Coordinator:** Dr. Alexander R. Landi

To help students gain valuable experience and contacts, the political science department has established credit-carrying internships in governmental offices. It is a member of the Washington Semester Program conducted by the American University in Washington, D.C. This program permits a Spring Hill student to spend a semester in Washington attending seminars conducted by public officials, prominent political figures, lobbyists, and others who are active in American national government. It also provides the student with an opportunity to intern in a government office of the student's choosing.

## STUDY ABROAD

**Director:** Dr. Colette J. Windish

The Study Abroad Office at Spring Hill serves as a general clearinghouse for information on foreign study. It provides students with information on opportunities for international study, counsels them about programs and internships, and assists them in making application to such programs. The director, Dr. Colette Windish, assists students in selecting programs to match their curriculum needs and personal preferences.

The College's study abroad programs are coordinated through the consortium CCSA (Cooperative Center for Study Abroad) headquartered at Northern Kentucky University in Highland Heights, Kentucky, and the foreign study programs of other American Jesuit and non-Jesuit colleges and universities.

## MARINE ENVIRONMENTAL SCIENCES CONSORTIUM

**Liaison Officer:** Dr. Charles M. Chester

The Marine Environmental Sciences Consortium (MESC) is a public, non-profit corporation dedicated to providing marine education, research, and service to the State of Alabama. Spring Hill College is one of nineteen member-institutions in the Consortium, which offers a series of courses in marine environmental sciences at the Dauphin Island Sea Lab on Dauphin Island, Alabama. Credit for courses offered by the Consortium may be obtained through Spring Hill College in either general science or biology, depending upon which courses are taken.

## **THE ALBERT S. FOLEY, S.J., COMMUNITY SERVICE CENTER**

**Director: Dr. Kathleen Orange**

The Foley Center promotes and coordinates service activities for students, staff, and faculty at Spring Hill College. The aim of this work is to assist the Mobile community, to educate students to the needs of others, and to prepare them to take the initiative in helping the less fortunate in their communities.

To these ends the Foley Center sponsors and staffs several tutoring programs in the Mobile County Public School System, and offers free English classes for immigrants and refugees. The center also partners with several community centers and organizations in developing projects and placements for service-learning classes. It works with Student Activities to identify community service needs appropriate to student organizations.

The Foley Center was founded to honor the memory of Albert S. Foley, S.J., a leader in the struggle for racial equality in Mobile.

See <http://www.shc.edu/academics/other/foley/> for additional information.

## **RESERVE OFFICER TRAINING CORPS (ROTC)**

Spring Hill College has a tradition, dating back to 1836, of providing leaders for the armed forces of the United States. Four-year general Army Military Science and Air Force Studies programs of instruction are available to prepare ROTC students for commissioned service in any branch or basic entry specialty of the Army or the Air Force. Assignment to a branch or specialty is based on the needs of the Army or Air Force and the educational and professional background of the graduate.

Participation in the Army or Air Force ROTC program is elective on the part of the student. All full-time female and male students who are physically qualified, meet the age requirements, and are citizens of the United States are eligible for enrollment. Qualified veterans, National Guardsmen and reservists may enter the advanced course at the discretion of the Professor of Military Science or the Professor of Air Force Studies. All enrolled cadets are equipped with complete uniforms at no personal expense. After successful completion of the Army Military Science or Air Force Studies requirements and the fulfillment of the requirements for an academic degree, the student is commissioned a second lieutenant in the United States Army Reserve or the United States Air Force. All Air Force ROTC commissioners will normally then serve at least four years of active duty as an Air Force officer.

Graduates who distinguish themselves in academic and military studies are designated Distinguished Military Graduates. Such students may apply for a commission in the regular Army of the United States.

There is no military service obligation associated with participation in the first two years of training (Basic Course for Army, General Military Course for Air Force). During the last two years of training (Advanced Course for the Army, Professional Officer Course for the Air Force), students earn a monthly stipend.

Cadets continuing through the last two years of the program are required to serve some combination of active and reserve duty. The army cadet has a number of options that may be requested, ranging from a few months (three to six) of active duty for training and returning to civilian life and a reserve unit to becoming a career active duty Army officer. (For description and listing of Army ROTC courses see Military Science section; for ROTC scholarship information, see Financial Aid section.)

The Air Force ROTC program was initiated at Spring Hill in the fall of 1991. A more complete description of the program may be found under the Air Force Studies section, and scholarship information is included in the Financial Aid section.

## **LECTURE SERIES**

Spring Hill College sponsors four annual lectures, the Portier and Rimes lectures in the fall semester and the Suarez and Boyle lectures in the spring semester. The Portier lecture, established in 1980 to honor Michael Portier, the first bishop of Mobile and the founder of the College, addresses issues of general historical interest. The Rimes lecture, established in 1986 to honor William J. Rimes, S.J., a distinguished chemistry professor and a former president of the College, explores the influence of science upon society. The Suarez Lecture, begun in 1965, is named after the famous sixteenth century Jesuit, Francisco Suarez, and addresses timely issues of philosophical and theological interest. In 1996, the Boyle Lecture Series was initiated to honor Dr. Charles Boyle, professor emeritus in English, by offering a lecture by notable writers or literary scholars, mostly drawn from the Southern Region.

# Academic Support Facilities

## LIBRARY

Spring Hill College's Marnie and John Burke Memorial Library, which opened in 2004, is a 71,015 square foot, state-of-the-art facility housing library collections, administrative offices, labs and classrooms, areas for distance learning and faculty development, and numerous group study rooms. In recognition of the generosity of Spring Hill College Trustee John Burke, Jr., '63, and his brother Kevin Burke, '66, the new facility is named in honor of their parents, Marnie and John Burke. The Marnie and John Burke Memorial Library replaces the architecturally significant Thomas Byrne Library, which served the Spring Hill College community since 1930. The Marnie and John Burke Memorial Library, located near the center of campus, is the hub of the academic life of the College.

In addition to Library and Information Resource Services (LIRS), the Burke Memorial Library is also home to Information Technology Services (ITS), which supports the College through management of the technological infrastructure; Administrative Information Services (AIS), which supports the administrative functions of the College; and Faculty Development, which supports the faculty in their efforts to become better teachers and scholars.

Through individual and collaborative efforts, LIRS, faculty development, and ITS professionals provide many services in support of the College's educational mission. Classes in research, proper citation, and the use of licensed resources are offered by librarians, both in conjunction with faculty members and on a scheduled basis. Workshops and seminars are presented for students, faculty, and staff, providing the opportunity to learn more about specific software applications and the use of multimedia and digital resources. An extensive and growing collection of books, journals, videos, and other traditional items are supplemented by full text electronic books and journals, available online. Resources placed on reserve are available in the library at the reserve counter or online as electronic reserves. Instructional design and support is available for faculty. Laptops are available to supplement the many computer workstations throughout the facility. An extended-hours computer lab is located adjacent to the café, where students can take a break and socialize.

Burke Memorial Library houses more than 179,000 monographs, nearly 25,000 print journal volumes, more than 22,000 unique electronic journal titles, and more than 300,600 microfilm holdings. A federal depository, offering select government publications, provides access to more than 25,000 items. More than one hundred databases and electronic resources are available to Spring Hill College students, faculty, and staff. The library catalog is the primary means for locating resources in the Burke Memorial Library, the Teacher Education Library, Archives and Special Collections, the U.S. Government Depository, and the Internet accessible Digital Library.

Through partnerships maintained by Library and Information Resource Services, students have access to more than 7,000,000 titles in Alabama's college

and university libraries and to materials throughout the country through an interlibrary loan service. LIRS maintains memberships in the greater Mobile Library Consortium, the Network of Alabama Academic Libraries, the Conference of Library Directors of Jesuit Colleges and Universities, the Online Computer Library Center, and the Southeast Library Network. Librarians are active in several national and regional organizations, including the American Library Association, the Library Administration and Management Association, the Association of College and Research Libraries, the Alabama Academic Library Association, and the American Association of State and Local History. An active Friends group provides financial support for library initiatives, helps to preserve the library's significant out-of-print materials, and provides literary and cultural events for the entire community.

Hours of operation at Burke Memorial Library are generally from 7:30 a.m. to midnight. Hours of operation are extended during exam periods and shortened during summer months. The library closes on Easter and during the week between Christmas and New Year's Day. For the current schedule, visit the library's website (<http://shclibrary.shc.edu>).

## COMPUTER FACILITIES

The College community is served by a network of Windows-based and Macintosh computers. The College intranet is connected to the Internet. Computer workstations, along with laser printers and flatbed scanners, are always available for general student use. Installed software includes Microsoft Office Suite, Macromedia Creative Suite, and various course-specific applications. Burke Memorial Library contains four computer labs/classrooms, along with many general use computers throughout its three levels. In addition to the resources located in the library, a Macintosh computer lab in the Communication Arts building, various departmental computer labs, and multimedia projectors and equipment in most classrooms support the needs of the student and faculty community. Labs are available to all students when not in use for instruction.

Library and Information Resource Services (LIRS) and Information Technology Services (ITS) departments provide support for classroom instruction, staff and faculty professional development, and student and faculty research. Professional staff are available full time for assistance and support. Student Technology Assistants (STAs) also serve as helpdesk staff, faculty liaisons and residential computing assistants.

The computer labs in Burke Memorial Library are open when the library is open. Additionally, the Wilkins Computer Lab (Burke 123) remains open 24 hours a day except during the Christmas break. The Macintosh laboratory is generally open until midnight. Sunday through Thursday, with reduced hours on Fridays and weekends. Visit <http://www.shc.edu/ITS> for current schedules and other pertinent information.

## LABORATORIES

*Biology* has, in addition to the traditional class laboratories, a Student Computer Laboratory utilizing interactive CD-ROM technology in the presentation of human

anatomy and physiology. The histology laboratory is equipped with a research grade microvideography projection system and a multi-headed microscope for the study of microscopic anatomy. Also, there are special laboratories for student and faculty research, and a departmental library which enables the student to have convenient access to a broad selection of recent biological publications and reference works.

**The Division of Business** has two computer laboratories in Yenni Hall including multiple microcomputers, CD-ROM, laser printer, and development software. Business classes are conducted using state-of-the-art audiovisual tools, including computer graphics in the classroom, LCD projection systems for computer and video/DVD projection, and other visual presentation tools.

**Chemistry** has four large fully equipped laboratories for general, analytical, organic and physical chemistry. In addition, there are laboratories for student and faculty research and for instrumental analysis. A departmental library gives convenient access to chemical reference works.

**Communication Arts** students learn electronic media skills in the discipline's post production audio and video editing labs, which include linear and online, high quality non-linear video editing equipment and a lighting studio for photography and video production purposes. Desktop publishing, digital imaging and manipulation skills are learned in the department's Macintosh lab or in working for the weekly student newspaper, *The SpringHillian*. The Mac lab is also the primary classroom and work space for those taking graphic design classes. It contains the latest software for a variety of graphic design applications, including web design. A small computer (PC) lab is housed in the new McGraw Publications Center. It is designed primarily to facilitate the publication of *The SpringHillian*, both its print and web versions, and secondarily to assist those students in photography and web design courses. High quality scanners and printers are housed in this area, now the home for not only *The SpringHillian* but *The Torch* and *The Motley* also.

**Fine Arts** Large studios in historic buildings provide opportunities for students to work in a wide variety of media. In addition, students have access to a Macintosh lab for computer graphics and graphic design.

**Foreign Languages** To assist in the teaching of courses in French, Italian, Spanish, and other languages, a language lab is equipped with tape recordings, computers, and audio and video machines for use in teaching and training students in the correct pronunciation and rhythm of modern languages. A computer-based multi-media laboratory utilizing CD-ROM and laserdisc is also available. Students can access tutorials in grammar, vocabulary, and punctuation to reinforce lessons learned in the classroom.

**Nursing** has the finest in both electronic and "hands on" laboratory equipment. Instruction in the use of the state-of-the-art facilities is essential to the nursing program and integral to its curriculum. Available equipment includes, among other things, computers, LCD projection, and patient simulation modules.

**Physics** has a state-of-the-art laboratory devoted principally to general physics. The laboratory is equipped with Gateway computers which are interfaced with "hands-on" equipment.

**Teacher Education** has a curriculum and media library designed to assist students in research and preparation for teaching careers and work in the local schools. A full-time Curriculum Resource Director is available to help students find and use instructional and professional materials. The print collection includes K-12 textbooks, textbook support materials, curriculum guides, method and activity books, and children's and young adult literature. The media collection offers educational software, DVDs, CDs, kits, educational games, and other realia. Computers allow access to the library's catalog and electronic resources and to a wide variety of educational software. Other instructional media include a scanner, multimedia projector, adaptive peripherals, digital camera, digital video camera, VCR, laminators, and Ellison letter machine.

## STUDIOS

**Art**—Large, well-lighted studios in the Eichold Fine Arts Complex are equipped for courses in drawing, painting, ceramics, fabric design, graphics and silkscreen work. The discipline has a large collection of slides for use in art history courses.

**Music**—Music studios used for teaching vocal and instrumental music are located in the Eichold Fine Arts Complex, which also contains a small recital hall.

**Photography**—The communication arts department manages a fully equipped lighting studio and wet darkrooms for basic and advanced black and white photography. Digital imaging techniques including high quality film scanning are applied in the Macintosh lab and McGraw Publications Center production areas.

**Electronic Media Production**—Digital video production and post production courses are taught in an on-campus studio area equipped with appropriate lighting gear and portable video cameras, with an attached master editing suite with non-linear capabilities and CD, DVD and web mat output.



# **Student Affairs**

## **VICE PRESIDENT FOR STUDENT AFFAIRS AND DEAN OF STUDENTS**

The various offices and programs within the Division of Student Affairs are responsible for promoting the growth of a student-centered community that fosters healthy choices, spiritual maturity, respect for diversity, and personal and social responsibility. This holistic approach to personal formation is realized through various opportunities and activities, all focused on a student's overall development. Under the supervision of the Vice President for Student Affairs and Dean of Students, professional staff act as mentors and guides who challenge and support students as they discover and develop their gifts and talents. To contact the Vice President's Office, call 251-380-3023.

Student Affairs offices are located on the first and second floors of the Campus Center and on the first floor of Walsh Hall. For those for whom second floor offices are inaccessible, appropriate services will be provided at alternative locations.

## **RESIDENCE LIFE**

The Residence Life program is under the supervision of the Director of Residence Life (Walsh Hall, first floor). Residential facilities of the College include seven residence halls—Mobile Hall, O'Leary Hall, Toolen Hall, Skip's Place, Viragh Hall, Walsh Hall, New Hall, and the Fairway Apartments. For more information, call 251-380-3028.

Spring Hill College has a residency requirement. All single, traditional-aged students who are not residing locally with parents or guardians are required to live in College residential facilities each semester that they are enrolled. College residency is required until a student graduates or withdraws from Spring Hill College. All students living on campus are required to maintain a meal plan.

In compliance with College policy, all eligible commuter students residing off-campus are required to maintain a current local address, phone number, and parental contact information with the Vice President for Student Affairs and Dean of Students' Office.

## **STUDENT ACTIVITIES**

As an integral part of the Spring Hill Experience, numerous programs and activities are sponsored through various offices of the Division of Student Affairs. These programs, in addition to the over 50 student organizations registered with the College, are meant to promote community and develop leadership and life skills in our students. Information concerning campus programs and involvement opportunities, including student organizations, Greek life and upcoming campus events can be obtained from the Office of Student Activities (Campus Center, 2nd floor) at 251-380-3027).

## LEADERSHIP TRAINING

In addition to the experiential learning that takes place within campus clubs and organizations, the Office of Student Activities offers a series of lectures, retreats, workshops and events intended to assist students in developing their leadership and communications skills. Participation in these workshops is considered advantageous (and in some cases, is required) for students who wish to run for an SGA office or apply for positions such as Resident Assistant, Preview Guide, or Freshman Seminar Leader. For more information, please contact the Director of Student Activities and Greek Affairs (Campus Center, 2nd floor) at 251-380-3027.

## JUDICIAL AFFAIRS AND STANDARDS OF CONDUCT

Spring Hill College is committed to the belief that formation of character is an important part of education. Since living in community calls for mutual respect, discipline and self-control, reasonable rules govern the lives of our students. The *Code of Non-Academic Conduct*, which contains the rules and regulations of the College, is found in the *Student Planner/Handbook* and at [www.shc.edu/student/judicial](http://www.shc.edu/student/judicial). These rules and regulations are derived from five general principles, which comprise the College Ethos Statement. These principles – respect of self, respect for others, respect for authority, respect for property, and honesty – shall guide the behavior of all students attending Spring Hill College. These rules and regulations are meant to encourage the development of personal responsibility, healthy choices, and maturity. Their enforcement is administered under the supervision of the Vice President for Student Affairs and Dean of Students (Campus Center, first floor).

As a private educational institution, Spring Hill College explicitly retains the right to refuse initial admission or readmission to any person whose attendance it deems to be either in conflict with the values espoused by the College or against the best interests of the College. Further, the College reserves the right to suspend, dismiss, or expel at any time a student whose conduct it deems to be a violation of the College's principles, rules, regulations, or decisions, or whose attendance it considers to be against the best interests of the College.

Spring Hill students enroll voluntarily in a college that embodies the Jesuit, Catholic tradition. It is, therefore, expected that they understand and abide by the moral and educational values that this tradition represents. The College respects the integrity and rights of students who hold values different from those it espouses; similarly, these students are expected to respect what the College stands for. If such students find their personal values incompatible with those of the College and, further, are unable to respect those values, they will be expected to seek their education elsewhere.

Standards of conduct, which are to be used as a guide for the student, are also found in the *Code of Non-Academic Conduct* found in the *Student Planner/Handbook* and at [www.shc.edu/student/judicial](http://www.shc.edu/student/judicial). These are to be considered general rules of conduct but are by no means all-inclusive. While the enforcement of these rules is normally administered through the campus judicial process under

the supervision of Student Affairs staff, such a judicial process is for the convenience of the college administration and may be suspended or revoked at any time by the administration without cause or prior notice to any student. The judicial system is to be considered a process, rather than a “right” of any student or a contractual obligation on the part of Spring Hill College.

All enrolled students, including married and commuting students who reside off campus, are responsible for abiding by all rules, regulations, and the College Ethos Statement as found in the *Code of Non-Academic Conduct*, which can be accessed in the *Student Planner/Handbook* and at [www.shc.edu/student/judicial](http://www.shc.edu/student/judicial). Copies are also available at the Vice President for Student Affairs and Dean of Students’ Office, which is located on the first floor of the Campus Center.

## INTERCOLLEGIATE SPORTS AND RECREATION PROGRAMS

Spring Hill College is a member of the National Association of Intercollegiate Athletics (NAIA). The NAIA, which was founded in Kansas City, Missouri, in 1937, is the nation’s oldest collegiate athletic association. Spring Hill is a charter member of the NAIA Gulf Coast Athletic Conference.

The Badgers field intercollegiate athletic teams for men and women in basketball, tennis, golf, cross country, and soccer; for women in softball and volleyball; and for men in baseball.

An extensive recreational sports and fitness program is open to all students. The recreation, intramurals and intercollegiate athletics programs are housed in the Arthur Outlaw Recreation Center. For additional information, call the Department of Athletics and Recreation (251-380-3485).

## THE WELLNESS CENTER

Wellness is a holistic approach to life practiced by those who believe that attention to all aspects of one’s life creates a wholeness that is more than the sum of its parts. Professional counselors and a registered nurse provide confidential services to care for the physical and emotional needs of the students. Routine counseling and health care services are provided free of charge. A local physician schedules a weekly on-campus clinic for the convenience of the students. Students are billed directly by the physician for clinic services.

It is a **college requirement** that all full-time undergraduate students have health insurance coverage. Spring Hill College offers student health care coverage through Markel Insurance Company for students in need of coverage. Each student is responsible for all medical expenses, such as prescriptions, laboratory procedures, X-rays, hospital bills and physicians fees.

Students who require acute medical or psychological emergency services should contact 911, Public Safety (#5000 or #4000) and the Wellness Center. The Area Coordinator or Resident Assistant should also be notified for emergencies occurring in the residence halls.

# Student Academic Services

Student Academic Services is an academic support office. The services provided are grouped and coordinated as follows: career services, academic advising and academic support services, students in transition services, and the Upward Bound Program.

## CAREER SERVICES

Career services offers courses, assessments, programs and individual career counseling for students. A comprehensive program linking students' academic and career planning activities follows a four year paradigm. During the freshman year, students are introduced to the career decision-making process and to available resources as part of the required Freshman Seminar course, SAS 101. Assessments are available on an individual basis. In the sophomore year, students declare or confirm an academic major. Career Development, SAS 201, is a credit course offered to assist students during the career decision-making process. Beginning with the junior year students are encouraged and, in some academic programs, required to do an internship. Career-Related Internships, SAS 301-302, offer students the opportunity to gain work experience for credit. During the senior year, career services offers a variety of workshops and individual assistance relating to students' immediate future. Workshops range from preparing for graduate and professional schools to developing job search strategies and preparing for transitional issues beyond graduation. Additionally, career services coordinates on-campus employer recruitment and maintains a list of part-time jobs.

## ACADEMIC SUPPORT SERVICES

Student Academic Services coordinates academic advising. In the first year students are assigned to academic/seminar advisors trained to work specifically with first semester freshmen. The academic advisor is also the student's Seminar instructor. The Freshman Seminar course, SAS 101, is required of all freshmen. The content of the course is coordinated by Student Academic Services. Beginning with the second semester of freshman year, students may move to academic departments as they declare majors. Students are then served by a departmental advisor until they graduate or change majors.

Student Academic Services also coordinates campus-wide tutoring services in introductory courses. Peer tutors work with groups and individual students.

Student Academic Services coordinates support services to students on academic probation or admitted conditionally to the College.

The Coordinator of Academic Support Services is responsible for services for students with documented and self-disclosed disabilities. For more information on academic accommodations, call 251-380-3470. The office is located on

the first floor of the administration building, or refer to the college website for appropriate forms.

## **STUDENTS IN TRANSITION**

Student Academic Services coordinates the pre-enrollment services for all transfer students. All transfer students are required to complete the transfer seminar (SAS 102) designed to facilitate the adjustment to Spring Hill College.

Students who plan to withdraw or leave the College for any reason are assisted by the Coordinator for Students in Transition.

Students who change from full-time to part-time status either voluntarily or involuntarily are required to interview with the coordinator. Student Academic Services makes every effort to provide pro-active services for all students who find themselves in some type of academic/career transition.

For the first semester, all Continuing Studies students are advised by the Coordinator of Adult Student Services in the Graduate and Continuing Studies Office. After all transcripts and academic records are evaluated by the Registrar's Office and after Continuing Studies students have completed one semester of SHC course work, the Coordinator for Students in Transition will review students' academic records. Students with a cumulative GPA of less than a 2.0 will be advised by Student Academic Services advisors for a minimum of one semester. When students earn a cumulative GPA above a 2.0 and have declared a major/program of studies, they will be assigned a departmental academic advisor.

## **INTERNATIONAL STUDENTS**

International student services are coordinated by the Coordinator for Students in Transition. After matriculation, all international students must meet with the coordinator at least once each semester to maintain accurate information for SEVIS.

# Campus Ministry

Campus Ministry at Spring Hill College strives to foster a culture of Christian faith by promoting the spiritual life of the college community of students, faculty, and staff. Rooted in our Catholic and Jesuit heritage this endeavor involves the affirmation of religious belief and practice, including liturgical, personal and communal prayer; a commitment to faith and justice; personal counsel; spiritual direction; and theological reflection.

Campus Ministry works to initiate innovative programs and projects for members of the college community that enrich their spiritual life and enable them to grow in the practice of their faith. Programs are both creative and supportive. Campus Ministry is supportive in that it lends encouragement and assistance to already tried and proven undertakings. Campus Ministry is creative in that it encourages students' inspired initiatives and the formation of new programs as student interest dictates. Peer-led liturgical, peace and justice, and retreat activities are always mentored and facilitated by the professional staff of Campus Ministry.

Campus Ministry is privileged to foster an atmosphere of hospitality for the College and to draw students into a unified body so that the entire community may reach out in meaningful service to the wider Mobile community and beyond. Campus Ministry strives to work closely with all agencies of the College, especially with the Division of Student Affairs, the offices of Student Involvement and Student Academic Services, the Foley Community Service Center, the Office of Alumni and Parents Programs, the Mission and Ministry Committee of the College, and the QEP Steering Committee.

Activities sponsored by Campus Ministry include the following:

**Liturgies:** *Eucharistic Liturgies* are regularly scheduled during the academic year when classes are in session. Mass is offered on weekdays at 7:30 a.m. in the Sodality Chapel and 12:15 p.m. in St. Joseph Chapel. Two Masses are scheduled each Sunday at 11 a.m. and 9 p.m. in St. Joseph Chapel. Specific prayer requests can be directed to the Office of Campus Ministry and Mass intention cards are available. In addition, we offer liturgies and prayer services with specific themes for occasions involving the entire college community, including the Mass of the Holy Spirit celebrated at the opening of the academic year and an Inter-faith Prayer Service at the opening of the spring semester.

**Reconciliation:** Reconciliation is offered on a weekly basis and as requested.

**Retreats:** Retreats are available to all members of the college community throughout the year. An Awakening retreat, sponsored by the student-led SHAPe community, is held each semester. Once each year the Busy Persons retreat is scheduled for those who desire to make time to retreat in the midst of their daily activities. An outdoor hiking retreat is held once a year and an Ignatian Silent

Directed Retreat is also offered. Small faith-sharing groups, called Christian Life Communities, are formed as student interest dictates. Table Talks are held in the fall and during the Lenten season for faculty and staff members during the lunch hour to foster reflection and dialogue concerning our educational mission and vision. The Spiritual Exercises of St. Ignatius of Loyola are offered with one-on-one spiritual direction as requested. In collaboration with the Theology Department, Campus Ministry participates each summer in the annual Catholic Youth Conference and the college team formation for that weeklong event for high school students. Campus Ministry also serves as a resource to the Director of the Ignatian Experience, a living and learning community for sophomores.

***Sacramental Preparation:*** *The Rite of Christian Initiation of Adults (RCIA)* is offered from September until Easter for students desiring to enter the Catholic faith community. Confirmation preparation is also offered to Catholic students who have not received this sacrament.

Eucharistic Ministers, Readers, Altar Servers, Choir Members, Cantors, Musicians, and Ministers of Hospitality are volunteer students, faculty and staff who make a commitment to serve our faith community. In the fall semester, after proper training and reflection, these ministers are commissioned during a Sunday liturgy. They work closely with the Campus Minister for Liturgy and Music and the Liturgy Committee in planning and implementing campus liturgies.

***Faith and Justice:*** The focus of *Faith and Justice Programs* offered through Campus Ministry is the service of faith through the promotion of justice. This is accomplished by sponsoring activities that aid people locally and globally, such as an annual Justice and Mission Week. Campus Ministry encourages the College community to demonstrate “faith doing justice” by sponsoring trips to the annual Ignatian Family Teach-In at The School of the Americas in Columbus, Georgia, and through special liturgies and prayer services. Activities vary from year to year, but include contributing to the Dr. Martin Luther King, Jr. Day observance and coordinating the annual celebration of *Christmas on the Hill*, in which the entire Spring Hill community “adopts” refugee families newly relocated to the Mobile area. *Immersion Trips*, both domestic and international, are sponsored during the spring semester. In addition, Campus Ministry often collaborates with local organizations on projects that address community needs and social problems in Mobile through “Saturdays in Service” twice each semester. Campus Ministry also works closely with faculty to facilitate service-learning initiatives throughout the year.

***Student Clubs within Campus Ministry:*** Student clubs, which foster the mission of Campus Ministry, are encouraged and supported by the staff of Campus Ministry. Presently, these clubs include the following: the Students for Life, dedicated to raising awareness of the value of life; the Troubadours, who plan and stage “The Passion of Christ” each year during Lent; the SHAPe community, comprised of students who have made an Awakening Retreat; TAG3, a youth ministry group, which seeks to minister to high-school-aged students in the

archdiocese; and Students for Justice (S/J's), which focuses their efforts towards raising campus consciousness concerning domestic and international social issues.

The office of Campus Ministry is located on the second floor of the Campus Center. For further information please call Campus Ministry at 251-380-3495, E-mail us at [campusministry@shc.edu](mailto:campusministry@shc.edu), or go to our website at [www.shc.edu/ministry](http://www.shc.edu/ministry).



# General Financial Policy

Spring Hill College is a private institution that depends chiefly on income received from tuition for its support. Each student is charged tuition and fees which cover less than 70% of the cost of services provided by the College. The balance of the cost is met by income from endowment funds and gifts from alumni and other friends who are interested in the type of education which this institution provides.

The operation of the College is made possible in large part by a living endowment of the contributed services of the Jesuit faculty and the dedication and sacrifices of the lay faculty and staff.

The general expenses of students at Spring Hill College are listed in the applicable Traditional Undergraduate, Continuing Studies, or Graduate sections of this *Bulletin*. The College reserves the right to make adjustments in fees, refunds, services, or programs at any time as deemed necessary.

## GENERAL FINANCIAL OBLIGATIONS

The following provisions apply to all programs of the College:

1. All tuition, fees, and required forms are due by the first day of class as required by our mail-in registration procedures. If tuition, fees, and the required forms are not received by the Student Accounts Office on or before the first day of class, a student's pre-registration may be cancelled.  
  
Semester pre-bills are based on pre-registered hours. Students who fail to pre-register may not receive a semester pre-bill. Failure to receive a semester pre-bill, however, does **not** exempt students or parents from complying with the College's tuition and fee payment deadline. ***NOTE: It is the student's responsibility to contact the Student Accounts Office regarding Mini I, Mini II, Summer I, Summer II, Summer III and/or Summer IV tuition and fees.***
2. A student will be charged the undergraduate rate whenever academically classified as an undergraduate and the graduate rate whenever academically classified as a graduate student.
3. All checks should be made payable to Spring Hill College and addressed to the Student Accounts Office, Spring Hill College, 4000 Dauphin Street, Mobile, AL 36608. Checks drawn on foreign banks are subject to collection fees. Visa, MasterCard, American Express, and Discover are also accepted.
4. All students will be permitted to charge at the bookstore or golf course by presenting his/her SHC student I.D. The privilege to charge at the bookstore or golf course, however, may be restricted if, in the opinion of College authorities, the student's balance becomes excessive or circum-

stances warrant. Parents or guardians who do not wish for their son/daughter/ward to have the privilege of charging at the bookstore or golf course must notify the Student Accounts Office by the first day of class using the enrollment agreement.

5. Spring Hill College deferred payment plans must be approved by the Student Accounts Office before the first day of class and require a fee. Deferred payments authorized under a veteran's benefit program, formal tuition payment plan, a rehabilitation program, a federal or state financial aid program, or any other deferred payment arrangement do not in any way lessen a student's and/or parent's financial obligation or liability with the College.
6. Until all indebtedness to the College is paid in full, a student could be denied credit for courses, a transcript, an honorable dismissal, a diploma, and permission to register for a new term. **All outstanding balances will be assessed a 1.5 percent per month (18 percent per annum) interest charge, subject to a \$.50 minimum charge.** Should a student's balance become delinquent and the College deem it necessary to place the student's account for collection with another party, the student and/or parent will be responsible for any collection or legal fees incurred as a result thereof.
7. Refunds are only calculated for total withdrawal from an enrollment period. All traditional students must officially withdraw through the Office of Student Academic Services, and all non-traditional and graduate students must officially withdraw through the Office of Graduate and Continuing Studies. Refunds will be calculated from the first day of class to the last date of attendance for an enrollment period or to the official withdrawal date for an enrollment period as determined by the College. Refunds will be based on the following policies regardless of the reason for withdrawal.

A. Spring Hill College's Refund Policy

Students who withdraw from all classes prior to completion of 60% of the term will have their tuition, comprehensive fee, room and/or board charges reduced in accordance with the appropriate percentage calculated using the Return of Title IV Funds formula. (i.e., if the student has completed 37% of the term, then tuition, comprehensive fee, room and/or board charges will be reduced by 63%.) The balance of any refund (due to the reduction of charges in accordance with SHC's Refund Policy)—after returning the required amount of the appropriate federal fund(s)—would then be applied to the appropriate institutional aid fund. Should additional funds remain, they will be refunded to the student.

B. Return of Title IV Federal Financial Aid

When a student withdraws from all classes, Spring Hill College determines if a refund is due and if the student is a Title IV recipient.

The amount of earned and unearned federal financial aid funds that the student has received or is eligible to receive is determined in accordance with federal regulations. If the student has completed 60% or more of the term, no refund is due. The new law assumes that a student “earns” approved (verified) federal financial aid awards in proportion to the number of days in the term prior to the student’s complete withdrawal.

$$\frac{\text{Number of days student completed in the semester}}{\text{Number of days in the semester}} = \frac{\text{Percentage Earned}}{\text{Percentage Earned}}$$

All students who receive Title IV SFA monies through the Financial Aid Office and who withdraw should see the Financial Aid Section of this *Bulletin* for further information concerning the prescribed distribution order of refund monies back to the SFA programs, other sources of aid, and the student (if any remains).

- 8. The comprehensive fee promotes educational, social and athletic activities on campus during the academic year. These include, but are not limited to, the recreation center, the Wellness Center, the career counseling center, the intramural athletic program, the intercollegiate athletic program, housing programs, *The SpringHillian*, student life activities, and the yearbook.
- 9. A Spring Hill College Enrollment Agreement Form and Options Form must be signed by all students and parents/guardians, if applicable. This form aids the College in complying with the federal government’s student information regulations and sets forth the student’s financial responsibilities. This form will remain in effect for the student’s entire period of enrollment.
- 10. Actual program expenses are set forth in the applicable program section of this *Bulletin* and course offering schedule.

# Financial Aid

The goal of the Financial Aid Office at Spring Hill College is to make it financially possible for every student who is accepted for admission to complete his or her education at Spring Hill College. Students who submit complete financial aid applications are considered for the various federal, state, and institutional aid programs for which they qualify.

Offers of financial assistance may include loans, work, and/or grant (gift) assistance in addition to any scholarship that may have been awarded. Scholarships are considered as a resource to help meet the student's financial need. Documented need, funding limits, availability of funds, and the date of application are considered in determining the particular mix of a student's financial aid package. Returning student awards are usually consistent with the awards from previous years—if the student submitted all required application materials by the priority deadline of March 1, and if the family's financial situation has not changed substantially. Students choosing to live off campus who previously lived on campus will usually see a significant reduction in institutional assistance.

Receipt of outside scholarships, grants or other financial assistance (VA benefits, vocational rehabilitation, state tuition plans, or third party payments) must be reported to the Financial Aid Office. These resources directly affect the amount of need-based assistance for which the student is eligible.

## APPLICATION FOR FINANCIAL AID

Applicants must submit a completed Free Application for Federal Student Aid (FAFSA) to the processor preferably by our March 1st priority date. Students may submit a paper FAFSA or apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students should list Spring Hill's school code—001041—and their expected housing status. All students must reapply for assistance each year. Late applicants will be considered for assistance, depending on their determined need and the availability of funds at the time their application process is complete.

The information submitted by applicants and their parents on the FAFSA is evaluated in accordance with federal guidelines to determine the “family contribution,” or the amount that the student and his or her parents can be reasonably expected to contribute toward the student's educational expenses. In addition to the family income and assets, the number of dependent family members and the number enrolled in college are considered in determining the total family contribution. The “documented need” is determined by subtracting from the costs of a Spring Hill education for one academic year the “family contribution.” The FAFSA may be obtained from most secondary schools. The FAFSA and the Spring Hill Application for Financial Assistance for the upcoming academic year may be obtained by calling the Financial Aid Office at (800) 548-7886 after January 1.

All financial aid recipients must maintain satisfactory academic progress and scholarship recipients must maintain the required cumulative grade point average in order to have their scholarships renewed each year.

## **FUNDING LEVELS**

The level of financial assistance available to a student is directly related to the number of hours for which he or she is enrolled. For funding purposes in the undergraduate programs, 12 + credit hours is considered full-time, 9 - 11 credit hours is considered three-quarter-time, 6 - 8 credit hours is considered half-time and 1 - 5 credit hours is considered less than half-time. Funding for less than half-time is limited to the Pell Grant, if eligible. For graduate programs, 9 + credit hours is considered full-time, 6 - 8 credit hours is considered three-quarter-time, 3 - 5 credit hours is considered half-time and 1 - 2 credit hours is considered less than half-time. No aid is available for less than half-time graduate attendance.

### **Grade Level Progression**

Certain types of financial assistance are affected by the grade level the student has attained. For financial aid purposes for undergraduate students:

- 0 - 29 credit hours earned is considered freshman level
- 30 - 59 credit hours earned is considered sophomore level
- 60 - 93 credit hours earned is considered junior level
- 94 + credit hours earned is considered senior level

### **Scholarships**

Entering freshman students are automatically considered for merit scholarships for which they are eligible after they are admitted to the College (February 1 priority deadline). Students selected for scholarship assistance reflect superior academic qualifications and ordinarily possess some special interest and/or leadership abilities. Other merit-based scholarships and grants are awarded in recognition of academic achievements and special abilities.

Transfer scholarships are awarded competitively to students transferring from regionally accredited two- or four-year institutions of higher education who have demonstrated superior academic achievement.

A current listing of merit-based scholarships and grants for incoming freshman and transfer students is available through the Admission Office of Spring Hill College, (800) 742-6704.

### **Scholarship Policy Statement**

Unless otherwise specified, scholarship recipients must be continuously enrolled as full-time students. Each scholarship has a minimum grade point average requirement for renewal. Academic scholarships shall not exceed eight semesters or the fulfillment of graduation requirements, whichever comes first. Scholarship funds cannot be used for summer enrollment. All scholarships awarded to undergraduate students by Spring Hill College are intended to assist the student to obtain an undergraduate degree or, in the case of combined or accelerated degree programs, to meet the undergraduate requirements for the combined or accelerated degree.

Scholarship recipients' grades are reviewed at the end of each academic year. If the student's grade point average is less than required, the student will be granted a one-semester probationary status. The student must then make the required GPA for the fall semester in order for the probationary status to be continued for the spring semester. The student's grades will be evaluated again at

the end of the academic year to determine if he/she is eligible to have his/her probationary status lifted or if the scholarship is to be cancelled. If a predetermined leave of absence is requested in writing from the Provost and Vice President for Academic Affairs and approved by the Director of Financial Aid prior to the student's departure, then the continuance of the scholarship will be considered. Students who study abroad for a semester will have their scholarships held. However, they must inform the Director of Financial Aid of their intention to study abroad.

### **SPECIAL SCHOLARSHIPS**

***Spring Hill Scholars***—Spring Hill offers four \$30,000 scholarships for students who have demonstrated academic excellence, leadership, and service. A separate application is required. Further information may be obtained from the Admission Office of Spring Hill College, (800) 742-6704.

***Athletic Scholarships***—Basketball, baseball, tennis, soccer, cross country, softball, golf, and volleyball scholarships are awarded annually by the Athletic Department. Athletic scholarships do not exceed eight semesters and are renewed annually at the sole discretion of the College. Interested students should contact Spring Hill College's Athletic Department at (251) 380-3485.

***Army ROTC Scholarships***—Spring Hill offers various competitive programs to help finance the educational expense of ROTC recipients. Four-year, three-year, and two-year scholarships are available through the Army ROTC program. Scholarships cover tuition and fees, a book allowance, and \$250 or more per month subsistence allowance. Applications and further information may be obtained from the Military Science Department, (251) 460-6341. Be sure to check on the current limits on the amount of tuition and fees covered. Additional need-based financial assistance may be available to those ROTC scholarship recipients who complete the Free Application for Federal Student Aid (FAFSA) and qualify.

***Air Force ROTC Scholarship***—These scholarships cover tuition and fees, a reimbursable book allowance, plus a subsistence allowance of \$250 or more per month for the academic year. Four-year and three-year scholarships are available to pre-freshman having applied before December 1 of their senior year in high school. Three-year and two-year scholarships are available to eligible college students in all undergraduate academic majors. Current enrollment in the Air Force ROTC program is not a prerequisite. Students selected to enter the advanced program (AFS 300 and AFS 400) will receive a \$250 or more per month subsistence. This allowance is tax free and is in addition to any other subsistence the student may receive. Applications and further information may be obtained from the Air Force Studies Department, (251) 460-7211. Be sure to check on the current limits on the amount of tuition and fees covered. Additional need-based financial assistance may be available to those ROTC scholarship recipients who complete the Free Application for Federal Student Aid (FAFSA) and qualify.

***Matteo Ricci Scholarship***—This half-tuition scholarship is awarded competitively to students from third-world nations who desire to study at Spring Hill College. Further information may be obtained from the Admission Office of Spring Hill College, (800) 742-6704.

***Donor Scholarships***—Additional scholarships funded through the generosity of friends of the College are also available to students who meet specified require-

ments. Most require financial need and are available primarily to returning students. All students are considered as part of the review process for financial aid and a separate application is not required.

These include the following scholarships:

William H. Ambrecht Memorial Scholarship  
John T. Bauer Scholarship Fund  
Dr. & Mrs. C. Adrien Bodet, Jr., Scholarship  
Buffett Minority Scholarship Fund  
John Burke Entrepreneurial Leadership Scholarship  
Class of 1951 Student Athlete Scholarship Fund  
Chicago Alumni Scholarship  
Crowley Memorial Scholarship Fund  
The Marl Marcellus Cummings, Jr., Family Endowed Scholarship  
Jeremiah Denton Scholarship Fund  
Frederick H. DeVane, M.D., Endowed Scholarship Fund  
Joseph Espalla Memorial Scholarship Fund  
Gianelloni Memorial Scholarship  
The Goizueta Foundation Scholars Fund  
Thomas J. Groom Scholarship  
Douglas Grymes Memorial Scholarship  
Wadih F. Hawie Memorial Tennis Scholarship  
Pricewaterhouse Coopers Scholarship  
Bettie Hudgens Memorial Scholarship  
Bridget Pamela Junen Memorial Scholarship  
Blanchard-Karopczyc-Lambeau Memorial Fund  
Hooty McCown Memorial Scholarship Fund  
The John F. & Janet Broun McMahon Endowed Scholarship  
George Merrick & Genevieve Tisdale Memorial Scholarship  
J. C. Michael Scholarship Fund  
Valary & Howard Morrison Scholarship Fund  
The Reverend Franklin J. Murray, S. J., Memorial Scholarship  
Dr. & Mrs. Gerry Phillips Baseball Scholarship  
John Howell Pugh & Francis Sparague Pugh Scholarship  
Christopher L. Reuter Memorial Scholarship  
The Rimes Scholarship Fund  
Roberts Brothers Scholarship  
Harmon F. Roy Family Education Foundation Scholarship  
Col. Robert M. Sands C.S.A. Memorial Scholarship Fund  
Sanfilippo Scholarship  
The Dan, Alice & Tom Sharp Memorial Scholarship Fund  
SHC National Alumni Association Scholarship  
Rev. Paul S. Tipton Scholarship Fund  
The Skip Viragh Endowed Athletic Scholarship  
Karen Waddick Memorial Scholarship  
Robert B. Wilkins Memorial Scholarship  
Judge Michael Zoghby & James DeVaney Memorial Scholarship

**Annually Funded Scholarships**

Alabama Independent Colleges & Universities Scholarship  
American Legion - VFW Scholarship  
Lloyd Batre Memorial Scholarship  
The Bedsole Scholarship Program  
C. Herbert Bell Scholarship  
BellSouth Scholarship  
Excellence in Chemistry Scholarship  
Margaret Reinhart Clark Memorial Scholarship  
Reggie Copeland, Sr., Scholarship  
Guy C. Crampton Trust Scholarship  
The Virginia, Louise & Marguerite D'Ornellas Scholarship Fund  
Phyllis Douville Scholarship  
Jack Edwards Scholarship  
The Mitchell M. Kalifeh, Sr., Memorial Scholarship  
Phyllis D. & Franklin P. McDonald Scholarship Fund  
St. Louis Alumni Association Scholarship  
Seaman's Club of Mobile Scholarship  
Lettie Pate Whitehead Foundation Scholarship  
John E. Wilson Memorial Scholarship

**GRANTS AND LOAN PROGRAMS**

***Faculty and Employee Grants***—Employees and their dependents admitted to the college become eligible to receive tuition grants (up to a maximum of 150 credit hours) after employment. Employees should consult the *Fringe Benefits Manual* for limitations and other details about these scholarships. Dependents of regular part-time employees receive partial grants. This grant is not applicable to noncredit continuing studies courses or to fees other than tuition. Faculty and staff wishing to utilize this grant should obtain the required form and further information from the Financial Aid Office. A tuition grant is available for graduate course work and is limited to faculty/employees and spouses.

***Faculty and Staff Children Exchange Program (FACHEX)***—This is a four-year undergraduate tuition remission program for children of full-time faculty, administrators, and staff at twenty-six participating Jesuit universities and colleges. The tuition remission pertains to regular sessions of full-time enrollment. There are no waivers for summer session tuition. Faculty and staff wishing to utilize this program should consult the *Fringe Benefits Manual* for limitations and other details, and should contact the Director of Financial Aid who is Spring Hill's FACHEX coordinator. Since FACHEX positions available are very limited, interested applicants need to apply in the fall of their senior year in high school.

***Catholic College Tuition Exchange Program (CCTE)***—This is a four-year undergraduate tuition remission program for children of full-time faculty and staff at participating Catholic colleges. This program operates basically the same as the FACHEX program.

***Family Grants***—A rebate of 10 percent on tuition will be given for each immediate member beyond the first of the same family, provided all are in attendance simultaneously as full-time students and provided the rebate is requested in writing.

***Spring Hill College Grants***—Awarded based on demonstrated need.



**Alabama Student Grant Program (ASGP)**

The Alabama Student Grant program is a state student assistance program established August 4, 1978, by the Legislature of the State of Alabama and designed to provide financial assistance to residents of the State of Alabama for undergraduate, nonsectarian, secular education at independent, non-profit, post-secondary institutions of higher learning located within the State of Alabama.

Applications may be obtained from the Financial Aid Office or from the Alabama Commission on Higher Education. Completed applications must be submitted to the Financial Aid Office. Contact the Financial Aid Office for deadline dates. Financial need is not required for this program. New applications are required each academic year.

**Alabama Student Assistance Program (ASAP)**

The Alabama Student Assistance Program (ASAP) is funded through a combination of federal and state funds and is designed to provide financial assistance to needy Alabama students. Limited funds are made available each year to Spring Hill College. These funds are awarded in accordance with federal and state guidelines to Pell Grant recipients to help meet “demonstrated need” as determined by the needs analysis process previously described.

**College Employment Program**

The College employs with its own funds a limited number of students each year. The student must possess the academic or technical skills in demand by the College. Students with financial need will be given priority for campus employment.

The amount of need may be less than that required to establish priority for the Federal College Work-Study Program. Otherwise, the conditions of employment under the two programs are the same. The student must complete the Free Application for Federal Student Aid (FAFSA) by the March 1st priority deadline in order to be considered for this program.

**Federal Assistance**

Spring Hill College participates in several of the federal government’s higher education assistance programs. These programs include the Federal Pell Grant, Academic Competitiveness Grant (ACG), Science and Mathematics Access to Retain Talent Grant (SMART), Federal Supplemental Educational Opportunity Grant, Federal College Work-Study Program, Federal Perkins (NDSL) Student Loans, and Federal Family Educational Loan Programs (Stafford and PLUS). An applicant for the benefits of these programs must be a citizen or a permanent resident of the United States; must have financial need (except for the Unsubsidized Stafford Loan and the Parent PLUS Loan) as documented by the Free Application for Federal Student Aid (FAFSA); must be accepted for enrollment or enrolled on at least a half-time basis; must be in good academic standing and making satisfactory progress; must be in a degree or certificate seeking program; and must meet the eligibility requirements of the particular government aid program. A new FAFSA and Spring Hill College Application for Financial Assistance must be filed each year. Students are encouraged to file their FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Spring Hill’s federal school code is 001041. Parents

and students may sign electronically using their PIN number (see FAFSA website at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) for more information on obtaining a PIN number).

Any student who is (1) in default on either a Federal Stafford Loan or a Federal Perkins (NDSL) Student Loan, or (2) owes a refund on a Pell or Supplemental Educational Opportunity Grant is not eligible for assistance from any federal or state aid program.

A student may be eligible and still not receive aid from some programs if funds available to the College are inadequate to meet the need of all eligible applicants.

### **Federal Pell Grants**

Federal Pell Grants are gift aid up to \$4,310 per year from the federal government for students of exceptional financial need. Pell Grants must be applied for each year by filing the Free Application for Federal Student Aid (FAFSA). When eligibility is determined, the federal processor mails the student a Student Aid Report. This award is included in the financial aid award letter sent to students.

### **Federal Supplemental Educational Opportunity Grants (FSEOG)**

According to federal regulations, recipients of Supplemental Grants must be Pell Grant recipients who have exceptional need. A limited amount of these funds is made available each year by the federal government to Spring Hill College for needy students.

### **Federal College Work-Study Programs (FWS)**

Awards of part-time employment through the Federal College Work-Study Program are made according to the need of the student, availability of funds, and the institution's financial aid packaging philosophy. New students to the work-study program will complete an application which will be reviewed by the Financial Aid Office for assignment to a job vacancy on campus. Student job assignments may be in administrative or faculty offices, laboratories, the library, or residence halls. Each job usually requires four to twelve hours per week. Students are paid the current minimum wage. Student checks are issued bi-weekly by the Business Office for hours actually worked. In July, prior to the beginning of the academic year, students are mailed additional information about work programs.

### **Federal Perkins Loans**

Students who have exceptional financial need are eligible to borrow under the provisions of the Federal Perkins Loan program. If eligible—and if funding is available—this award will be included in the student's financial aid award.

Repayment of this combination of federal and institutional moneys and interest, at 5 percent, begins after a nine-month grace period starting from graduation or withdrawal from the College. Up to ten years may be allowed for the repayment of the loan. Additional information will be made available to all Perkins Loan recipients when the loan is awarded. Since these funds are very limited, the College will normally award these funds only to students who have either a freshman or sophomore academic standing.

**Federal Stafford Student Loan Program (Subsidized)**

The Federal Stafford Student Loan program permits needy students to borrow funds for educational expenses. No interest accrues on these loans, and repayment and interest do not begin until six months after the student is no longer enrolled on at least a half-time basis. Interest on new loans is at a fixed rate adjusted yearly on July 1st with a cap of 6.8 percent. Freshmen may borrow up to \$3,500, sophomores may borrow up to \$4,500, and juniors and seniors may borrow up to \$5,500 per year. The Federal Stafford Student Loan requires that a separate application be submitted after the signed award letter is received by the Financial Aid Office. The required loan application may be obtained from the participating lender of the student's choice or a form may be requested from the Financial Aid Office. Completed applications are processed by the Financial Aid Office and mailed to the lender for further processing. The funds are disbursed usually by electronic funds transfer and applied to the individual student's school account two or three days after the end of add/drop. First-time borrowers' loan funds are disbursed thirty (30) days after the beginning of their first term at Spring Hill.

**Unsubsidized Federal Stafford Student Loan Program**

Students who do not qualify on a need basis for the full amount of the Federal Stafford Loan (\$3,500, 4,500, or \$5,500) may borrow funds through the Unsubsidized Stafford Loan Program up to their full eligibility. This program is the same as the Federal Stafford Student Loan program except that it does not qualify for interest benefits. Interest rates are fixed with a cap of 8.25 percent. The interest starts immediately on disbursed Unsubsidized Stafford Loans, and the students may pay the interest while in school or may elect to have the interest accrue. Repayment and deferment terms are the same as the Federal Stafford Student Loan except that interest continues to accrue during all deferment periods. Dependent students whose parent is denied the Parent PLUS Loan are eligible to borrow an additional \$4,000 as a freshman or sophomore, \$5,000 as a junior or senior. Independent students may borrow additional unsubsidized loan funds of up to \$4,000 as a freshman or sophomore and \$5,000 per year as a junior or senior.

**Federal Parent Loan for Undergraduate Students Program (PLUS)**

Credit-worthy parents may borrow up to the cost of education minus any financial assistance. The Federal PLUS Loan Program has a fixed interest rate adjusted yearly on July 1st with a cap of 9 percent. Repayment begins within sixty days after all funds have been disbursed. Since most loans are for fall/spring, the second disbursement would be made in January and repayment would begin in February or March. Payments may be as low as \$50 a month but may be more, based on the amount borrowed. Repayment is over a ten-year period. Contact the Financial Aid Office for more information.

**ALTERNATIVE FINANCING FOR EDUCATIONAL EXPENSES**

In addition to institutional, federal and state financial assistance programs, many participating lenders offer alternative loan programs to assist students in meeting their educational expenses not covered by other financial assistance.

Funds are loaned to students with credit-worthy co-signers. Interest begins to accrue at disbursement, and repayment starts after the student is no longer enrolled as at least a half-time student. Please contact the Financial Aid Office for an application and/or more information regarding these alternative loan programs.

***Tuition Management Systems***—The College has worked with TMS to develop a plan that relieves some of the financial stress the family may encounter as their student enters college. This plan relieves pressures on the student to make lump sum payments to the College by allowing payments to be spread over a ten- or twelve-month period. There is no money to borrow and no interest charge. There is a \$55 annual enrollment fee. Payments normally start in July for the following academic year. For additional information, please contact the Student Accounts Office at (251) 380-2251 or call Tuition Management Systems at (800) 722-4867.

## **FOREIGN NATIONALS**

Spring Hill College does not discriminate in its financial aid policy as to race, color, sex, national or ethnic origin, age or handicap in the case of U.S. citizens, nationals, or permanent residents. However, foreign nationals must rely primarily upon their own resources or the programs of their own governments. Contact the Admissions Office for information on scholarship possibilities.

## **SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS**

Federal and state regulations require that students receiving any federal or state financial assistance must meet satisfactory academic progress requirements. All federal and state aid recipients will have their academic progress reviewed at the end of each academic year. Satisfactory progress requires that students meet both the quantitative (number of hours) and qualitative (grade point average) requirements.

### **Quantitative and Qualitative Requirements**

Graduation requirements for undergraduate programs include a minimum of 128 to 139 successfully completed semester hours, depending on major. A student receiving federal, state, and institutional financial assistance at Spring Hill College must meet both the quantitative and qualitative requirements and must complete degree requirements within 150 percent of the normal time required to complete the course of study (four years). Note that in order to complete degree requirements in four years, students need to take fifteen to eighteen hours each semester.

Hours transferred to Spring Hill College and hours enrolled in the summer will be included in the cumulative credit hour total. The GPA is calculated using only hours attempted at Spring Hill College.

### Quantitative Requirements

*A full-time student must complete:*

- 23 credit hours by the end of the first academic year
- 46 credit hours by the end of the second academic year
- 70 credit hours by the end of the third academic year
- 93 credit hours by the end of the fourth academic year
- 116 credit hours by the end of the fifth academic year

Part-time students who normally enroll for six to nine hours per term would have proportionately longer time to complete degree requirements.

#### Qualitative Requirement

Students receiving federal and/or state financial assistance must maintain at least a 2.0 cumulative grade point average at Spring Hill College to be considered to be maintaining satisfactory progress.

#### **Transfer Students**

Students transferring credit hours to Spring Hill College will have these hours evaluated at or as soon after registration as possible to ascertain grade level. The hours earned at Spring Hill College thereafter will be applied to the cumulative hours transferred to determine the number of hours to be used for determining satisfactory progress at the end of each academic year. The transfer student's grade point average at Spring Hill College will be used in determining satisfactory progress at the end of each academic year.

#### **Graduate Students**

Graduation requirements for graduate programs include a minimum of thirty to forty-five successfully completed semester hours depending on the program. A graduate student receiving financial assistance at Spring Hill College must:

1. Successfully complete 67 percent of all credit hours enrolled for each academic year; and
2. Maintain a minimum cumulative grade point average of 3.0 on a 4.0 scale; and
3. Complete an eligible academic program within the maximum credit hours enrolled of 1.5 times the number of credit hours required for the program.

Credit hours enrolled includes those hours for which the student is enrolled on the day after drop/add for each semester, regardless of whether or not the student completes those hours. It also includes courses repeated, course incompletes, failures and withdrawals. Hours transferred to Spring Hill College and hours enrolled in the summer will be included in the cumulative credit hour total.

#### **Financial Aid Probation**

Students not meeting satisfactory progress requirements will be notified by the Financial Aid Office of being placed on financial aid probation. Students placed on financial aid probation will be referred to the Office of Student Academic Services for assistance through tutoring or counseling as needed. Financial aid probation will be for one semester. The student who is placed on financial aid probation must complete at Spring Hill College a minimum of six hours per semester (if a nontraditional student) or twelve hours per semester (if a traditional student) with at least a 2.0 cumulative grade point average. This will be checked at the end of each semester. Federal, state and institutional assistance will be continued the following semester only if these requirements are met.

#### **Financial Aid Suspension**

Any student on financial aid probation who fails to meet the semester requirements will be placed on **financial aid suspension**. A student on financial

aid suspension for the first time at Spring Hill College may appeal this decision once in writing. This can be done if the student feels there were mitigating circumstances (extreme illness, death of a family member, etc.). The appeal will be reviewed by the Financial Aid Committee. The student will be notified of the committee's decision. Any student who is granted extended financial aid probation by the committee must meet the semester requirements as outlined for students on financial aid probation. Failure to meet all requirements will mean **financial aid suspension without appeal**.

Any student on financial aid suspension must complete at Spring Hill College six semester hours with a 2.0 or better G.P.A. before the student can request, in writing, extended financial aid probation.

The student will be notified by the Financial Aid Office that his or her extended financial aid probation status has been approved or disapproved. The student will be given detailed semester requirements for continuation of assistance and the requirements needed to again be considered making satisfactory progress.

Any student granted the status of extended financial aid probation after having been on financial aid suspension must meet the appropriate semester requirements (both hours and the 2.0 cumulative grade point average) in order to have his or her financial aid continued for the following semester. Students on extended financial aid probation (after having been on financial aid suspension) failing to achieve the required semester hours and the 2.0 cumulative G.P.A. will be placed on financial aid suspension without appeal and will not be allowed to receive federal, state or institutional assistance again at Spring Hill College.

Any student placed on academic suspension will also be considered to be on financial aid suspension.

### **Refund Policy**

Students who completely withdraw from all courses enrolled at Spring Hill College should start withdrawal procedures in the Office of Student Academic Services. Student refund amounts will be calculated in accordance with the institution's refund policy listed in the EXPENSES section of this *Bulletin*.

All refunds (based on the portion of Title IV funds to the total aid awarded) for students are applied to the assistance they received for the term in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal PLUS Loan
4. Unsubsidized Federal Direct Stafford Loan
5. Subsidized Federal Direct Stafford Loan
6. Federal Direct PLUS Loan
7. Federal Perkins Loan
8. Federal Pell Grant
9. FSEOG

# General Academic Policy

## THE COLLEGE YEAR

The academic calendar is based on the early semester system. The college year begins near the end of August and ends in the early part of May. It is divided into two semesters, a fall semester ending before Christmas, and a spring semester beginning in early January. Each semester is interrupted by two vacations. The College also has May and June mini-sessions and summer sessions during the months of June, July, and August.

## BULLETIN OF RECORD

The *Bulletin* of record under which students will be evaluated for the completion of degree requirements is the *Bulletin of Information* at the time of the student's initial enrollment at Spring Hill College, provided that the student has not failed to register for a period of more than four semesters. Students may choose to submit to the provisions of a more recent *Bulletin* edition, but they may not select a *Bulletin* in effect prior to initial enrollment. When a more recent *Bulletin* is selected, the student must fulfill all the core and major requirements for the degree in the new *Bulletin*. Students desiring a bulletin of record change must consult with the academic advisor, submit a written request (with approval noted by the advisor) to the Registrar, and receive written confirmation in return that the change has been approved.

Students who change their major must follow the academic program in effect at the time of the change. Students who withdraw from the College or who leave the College without withdrawing and do not return within four semesters must follow the academic program current at the time of their re-entry.

Spring Hill College reserves the right to make changes and reasonable substitutions in the programs and courses contained in the *Bulletin of Information*.

## CREDIT HOURS

The unit for computing credit is the semester hour, which is defined as approximately one hour of class a week through a semester. In all laboratory work the length of a period required to give a semester hour of credit is two to three times the length of the ordinary lecture period.

## COURSE NUMBERING

The course numbering system employed by the College is designed to assist the student in the selection of courses in the proper sequence. Courses numbered lower than 100 are basic skills courses; those numbered from 100 to 299 are considered lower-division or lower-level courses and are typically studied during freshman and sophomore years; courses numbered from 300 to 499 are upper-division or upper-level courses and are typically taken during junior and senior

years; courses numbered 500 and above are graduate courses and are not generally open to undergraduate students.

## **PREREQUISITES**

For many courses, prerequisites are listed. These prerequisites must be completed before enrolling in the course itself. Exceptions to the prerequisites must be approved by the chair of the department responsible for teaching the course.

## **ATTENDANCE**

Attendance at all classes and laboratories is required of all students except as noted below.

Students are excused from attendance at regular lectures and laboratories for approved, college-sponsored activities such as intercollegiate athletic competition and special events approved by the Provost and Vice President for Academic Affairs. While participating students are excused from class, they are not relieved of the responsibility for the information covered during their absence. Students participating in College-sponsored activities will be allowed to make up assignments and examinations missed while representing the College; however, it is the student's responsibility to notify his/her teachers of the anticipated absence, make arrangements to complete the work, and then complete the work as agreed.

Excuse from classes for reasons other than College-sponsored activities is a matter for the determination of individual course instructors guided by the policies of their division. It is the responsibility of students to know the attendance policy of the instructor in each course they are taking as stated in the course syllabus. Exclusion from a course(s) for excessive absence is a serious action and is imposed by the instructor after careful consideration, after appropriate warning, and in accordance with the policies of his/her division. A student may expect only one warning for excessive absence prior to being excluded from class. It is the responsibility of the student to arrange with the instructor for foreseen and extended absences. Further, the student is responsible for appropriate make-up work and tests in each course missed. If illness or other unforeseen circumstances will result in student absence from class, the student should notify the faculty as soon as possible through the Office of Student Academic Services or the Wellness Center. Any change in student status which will result in prolonged absence should also be reported to the Provost and Vice President for Academic Affairs. The Wellness Center circulates a sick list based on information provided by the health services director. This list is for information and verification purposes only and is not an excused absence list. Absences from class immediately preceding or following a holiday period may be counted as a triple absence if such a policy appears in the course syllabus. Examinations or laboratory work missed by reason of absence must be made up at the convenience of the instructor.



## EXCESSIVE ABSENCES

Faculty members may exclude a student for excessive absences any time up to the last class day before final examinations begin. A grade of WP or WF will be assigned to the student depending on whether or not the student was passing (A,B,C) or failing (D,F) on the day he or she was excluded by the faculty member. The grade reports and the transcript will indicate WP (student excluded for absence, passing) or WF (student excluded for absence, failing).

Neither the WP grade nor the WF grade will affect the semester or cumulative quality point average of the student.

## AUDITING

A student may audit a course with the written permission of his or her academic advisor and the approval of the instructor. Registration to audit a course is completed through the Registrar's Office. No credit will be given. Current tuition fees are applicable. Classes may not be changed to audit status after the add/drop period ends.

## GRADING SYSTEM

The final grade given for any course is a symbol of the degree of mastery of the course. It is based on the sum of evidence the student demonstrates concerning understanding and retention of material presented and does not always indicate native intelligence or potential. Formal examinations, written and oral quizzes, term papers, recitation, and participation in class discussions are utilized in determining the grade.

Letter grades are to be interpreted as follows:

- A* excellent, with four quality points per credit hour. An A indicates truly outstanding scholarship and an unusual degree of intellectual initiative. When instructors choose to assign an A- grade, 3.7 quality points per credit hour will be assigned.
- B* denotes truly superior or well above average attainment with three quality points per credit hour. When instructors choose to assign a B+ grade, 3.3 quality points per credit hour will be assigned. When instructors choose to assign a B- grade, 2.7 quality points per credit hour will be assigned.
- C* a basic grade which indicates average or satisfactory work as is done by a majority of students. It indicates an understanding of the essential elements of a course and carries two quality points per credit hour. When instructors choose to assign a C+ grade, 2.3 quality points per credit hour will be assigned. When instructors choose to assign a C- grade, 1.7 quality points per credit hour will be assigned.
- D* deficient, but passed, with one quality point per credit hour. When instructors choose to assign a D+ grade, 1.3 quality points per credit hour will be assigned. When instructors choose to assign a D- grade, 0.7 quality points per credit hour will be assigned.
- I* not a final grade. It is given only on the request of the student with the approval of and in consultation with the instructor, and when, in the judgment of the instructor, an emergency clearly beyond the student's

control prevents the student from completing the final examination or other essential portion of assigned work. Undergraduate students should see the Removal of Incomplete Grades section under General Academic Policies for undergraduate I conversion provisions. For graduate students, see the Removal of Incomplete Grades section under Graduate Program Policies in the *Bulletin* for graduate I conversion provisions.

*Au* audit.

*F* failure without right to re-examination.

*X* signifies that no grade has been submitted by the instructor. It is used ordinarily only at midterm. The student may obtain the reason for the X grade from the instructor.

*T* graduate only; to be awarded for thesis/capstone work-in-progress.

*W* withdrawn or registration cancelled; indicates that the student's withdrawal from a course has been approved.

*E* expired, incomplete grade reverted to E for graduate programs.

*NC* no credit or non-credit.

*WP* withdrawn for absences, passing (A, B, C). Does not affect grade point average.

*WF* withdrawn for absences, failing (D, F). Does not affect grade point average.

Students who have questions about a grade should consult with the faculty member who assigned it. For additional information on grade appeals, see the Grade Appeal Procedure section of this *Bulletin*.

## REMOVAL OF INCOMPLETE GRADES

For undergraduate students, an I is reverted to an F if the missing work is not submitted within two weeks after the beginning of the next semester. For five-year B.S./M.B.A. students with an undergraduate status who are taking graduate and undergraduate courses, the undergraduate policy will apply to both undergraduate and graduate credits. The graduate policy is stated under Graduate Program Policies in the *Bulletin*.

## ACADEMIC DISHONESTY AND/OR IMPROPRIETY

Dishonesty or impropriety of any kind in academic work (daily quizzes, examinations, written assignments, etc.), mutilation or theft of library property or materials, and so forth, renders a student subject to disciplinary action, including possible dismissal.

Specifically, plagiarism—that is, representation of thoughts or passages from another author as one's own work; collusion—that is, collaboration with another in the preparation of term papers or other written work; cheating—that is, giving or receiving or soliciting information from another student during a test or examination; or using illicit materials in an examination or quiz will not be tolerated. All members of the faculty are expected to make every possible effort to discourage such practices.

1. Any student found guilty of taking or attempting to take an examination or quiz from any room or office in the College without permission will be dismissed from the College.
2. Students and faculty alike must guard against impropriety, especially on examinations. Therefore, both students and faculty should be scrupulously careful to maintain relative silence and avoid distracting others during the course of the examination. Unless a professor stipulates to the contrary, no one will be allowed to enter the examination room with textbooks, notes, or any other material except pen and pencil.
3. Dishonesty in class work is penalized as follows:
  - A. Cheating on tests or examinations or cheating/plagiarizing on papers or major writing assignments will result in a failing grade for the student in the course involved. The student will not be allowed to change his or her status in the course (e.g., withdraw or audit) to avoid the failing grade. The student may then be suspended from the College for the next semester (i.e., the fall or spring term). In case of a second such violation, the student will be dishonorably dismissed from the College.
  - B. The determining of penalties for other acts of academic dishonesty or impropriety (e.g., daily quizzes, short writing assignments) is the responsibility of the professor. A repeat offense of this type will render the student subject to formal disciplinary action, including possible suspension or dishonorable dismissal from the College.
4. A professor who determines that **any** violation has taken place must submit a written report to the Provost and Vice President for Academic Affairs and the student involved as soon as possible after the incident, whether or not individual disciplinary action has already been taken (as in 3B above).
5. A student charged with academic dishonesty may appeal to a board established by the Provost and Vice President for Academic Affairs to hear such appeals. This board will be composed of three students and three faculty members with the Provost and Vice President for Academic Affairs serving as the chairperson. The students will be appointed by the Provost and Vice President for Academic Affairs after consultation with the Student Government president. The faculty members will also be appointed by the Provost and Vice President for Academic Affairs. In any case of appeal, this board will reach a decision only after consultation with the instructor who has preferred the charges and with the student so charged. In some cases the student's advisor may likewise be consulted. The appeal must be submitted within 48 hours of the time the charge is filed.
6. Readmission after dishonorable dismissal for academic dishonesty will be permitted only in exceptional cases, after a lapse of one year, with the recommendation of the Academic Standards Committee and the approval of the Provost and Vice President for Academic Affairs.

## **COURSE REPEATS**

When a course is repeated, quality hours and quality points are computed in all attempts but earned credit may be granted only once.

## **PASS/FAIL OPTION**

Students have the option of taking general elective courses on a pass/fail basis. The student must specify to the Registrar the courses for which the pass/fail option is to apply, and this must be done no later than four weeks prior to the last class day of the semester. All teachers will enter a grade of C- or better as a pass and a D+ or lower as a fail. The cumulative grade point average remains unaffected by a pass/fail course. Credit hours earned do count toward graduation.

The pass/fail option does not apply to those courses for which only pass/no credit or pass with honors/pass/no credit grading systems are used.

## **GRADE REPORTS**

Grade reports are issued through the online BadgerWeb system only. Fall semester grade reports are as follows: midterm (October), final (December); spring semester: midterm (March), final (May). Advisors and students are able to view grades through the online system.

## **GOOD STANDING AND SATISFACTORY ACADEMIC PROGRESS**

To maintain academic standing and advance in a program of studies, a student must have a grade point average (quality quotient) of 2.0. The grade point average is obtained by dividing the number of quality credit hours into the number of quality points earned. For example, a student who has 90 quality credit hours and earned 180 quality points would have a grade point average of 2.0. Quality credit hours and quality points are counted for all courses taken at Spring Hill College where letter grades of A, B, C, D, or F are assigned, even in a case of a repeated course.

Satisfactory progress toward the degree for full-time students is defined as the completion of 24 credit hours per year.

## **ACADEMIC PROBATION, SUSPENSION AND DISMISSAL**

After the end of the fall and the spring semesters, undergraduate students whose cumulative grade point averages have fallen below 2.0 are notified by letter that they have been placed on academic probation and are liable to suspension from the College unless their average is raised to or above 2.0 by the end of the following semester of enrollment. Continuing Studies students who have completed ten credit hours but not achieved a cumulative grade point average of 2.0 are placed on academic probation.

The records of all students, including Continuing Studies students, who fail to achieve a 2.0 after the probationary period are reviewed and acted upon by the

Academic Standards Committee after the end of the next fall or spring semester.

The Academic Standards Committee has the option to extend probation provided that the student has:

1. completed a minimum of 12 hours during the semester with a minimum of a 2.0 semester GPA; or
2. raised the grade point average to within 0.2 of the level required for good standing; or
3. shown, in the judgment of the committee, solid progress toward being able to complete the degree program.

If the student has not met any of the above conditions for extension of probation, the student will be suspended for one semester. Under extraordinary circumstances, the Academic Standards Committee will hear immediate appeals of decisions of academic suspension. When the committee sits to consider appeals of suspension, the appealing student may select a representative from the faculty or Student Academic Services to speak on his/her behalf, but such representative will not vote on the suspension action.

Although the student is eligible to return to Spring Hill after a semester's suspension, an application for readmission is necessary.

Students who are readmitted after suspension are subject to dismissal for academic deficiency if they do not achieve and remain thereafter in good academic standing. They are normally granted two semesters in which to attain good standing. However, students who do not complete twelve credit hours of work with a 2.0 semester grade point average or better in the first semester after readmission are subject to dismissal for academic deficiency at the end of that semester. Students who do not achieve good standing within two semesters after returning from suspension may be granted extended probation under the conditions cited above.

Readmission after dismissal will be permitted only in exceptional cases, after a lapse of one year, and with the approval of the Academic Standards Committee. However, the Academic Standards Committee will hear immediate appeals of decisions of dismissal. When the committee considers dismissal appeals, the student may select a representative from the faculty or the Student Academic Services Office who will speak on her/his behalf but will not vote.

Should a student on academic probation withdraw from the College for any reason and subsequently seek readmission to the College, the academic condition(s) for readmission will be determined by the Academic Standards Committee.

## ADDING AND DROPPING COURSES

After registration, a short period of time is allowed for necessary course or schedule adjustments. These dates are announced in the academic calendar.

- A. Errors made in the registration process should be corrected in the OFFICE OF THE REGISTRAR the afternoon of the first day of class. Only errors such as wrong course placement or time conflicts will be corrected on this day.
- B. A fee of \$10.00 per course will be charged for changes made after the add/drop period.
- C. Students are cautioned that if the addition of credit hours results in more than eighteen hours in any semester, a course overload charge will be levied at the current rate/hours. Courses dropped after the add/drop period count toward the eighteen hours. A student registering for eighteen hours who drops a course after the add/drop period and adds a course thereafter must pay additional tuition as an overload fee.

### **Add/Drop Procedure is as follows:**

- 1. Decide what course(s) you wish to add/drop by viewing online your schedule and each course's seating availability.
- 2. See your ADVISOR to discuss this change and to receive clearance.
- 3. Return to BadgerWeb system and make changes.
- 4. Return clean, unmarked textbooks to the Bookstore during the add/drop period.

## WITHDRAWAL FROM A COURSE

After the add/drop period, a student may voluntarily withdraw from a class through the 44th class day of the semester. The last date for voluntarily withdrawing from a course and receiving a W grade is found in the academic calendar published on the Registrar's web site and in the *Bulletin of Information*. Course Change forms are obtained from the Registrar's Office and must be signed by the course instructor and the student's academic advisor. If withdrawal from a course results in a program of less than twelve semester hours, a student on financial aid must notify the Financial Aid Office regarding this change in enrollment status. A resident student who drops to less than twelve hours must obtain approval of the Dean of Students to continue residency on campus. *Failure to attend class does not in itself constitute a formal withdrawal, either academically or financially.*

## GRADE APPEAL PROCEDURE

Faculty assign grades after thoughtful, careful consideration based on their professional judgment of the student's mastery of the course's body of knowledge and within the course policies specified in the syllabus. However, on rare occasions a student might believe the grade assigned does not accurately reflect course mastery and/or the policies stated in the syllabus.

In such cases, a student may appeal the assigned grade by following a set procedure that begins by discussing grade determination with the course instructor and, failing agreement at this level, leads to involvement of academic administrators. Copies of a document detailing the grade appeal procedure are available at the Academic Affairs Office or the Student Academic Services Office.

In order to assure that the issues surrounding the appeal are fresh in all parties' minds, students must initiate the grade appeal by meeting with the faculty member who assigned the grade no later than two class weeks after the start of the subsequent academic semester. In the case of an appeal of a grade assigned during the spring semester, mini-terms or summer school, the student may appeal the grade anytime prior to the completion of two weeks of the fall semester. Appeals not initiated within the time-frame specified above will not be considered.

## **COURSE LOAD**

Every student enrolled in a regular degree program of the College must register for and maintain a minimum of twelve hours each semester.

The maximum student load is eighteen semester credit hours in academic courses. Any course load of more than eighteen hours must have the approval of the Provost and Vice President for Academic Affairs. There is an additional tuition charge for course work in excess of eighteen credit hours. (See Financial Policies for overload fees.)

Students following reduced programs with special approval of the Provost and Vice President for Academic Affairs may schedule less than twelve hours and be charged according to part-time tuition rates. Veterans must be full-time students to qualify for full financial assistance under Title 38 U.S.C., Chapter 36, sect. 1775: ch 31, 34, 35, and 106.

## **COMPETENCIES IN WRITING AND ORAL COMMUNICATION**

Minimal requirements for satisfactory work require that students express themselves correctly and intelligently. The aim of liberal arts education in the Jesuit tradition demands that every instructor in every course be, in a sense, a teacher of clear communication. It cannot be said that students are in command of the content of a course unless they can express themselves correctly, coherently, and precisely when discussing it, whether in writing or speaking.

Students in all classes, therefore, should expect that errors in spelling, punctuation, and general mechanics will be pointed out. Precision in word selection, soundness of logic and organization, and even maturity of style shall be the concern of every teacher and the responsibility of every student.

Compositional errors will lower the grade on papers and examinations in any course in proportion to the gravity of the errors. A paper that approaches illiteracy will be given a failing grade, regardless of the knowledge of course material demonstrated.

Competency in oral communication is also required of all graduates. A student may document such competency by passing an approved public speaking course, a senior seminar, or another course designated as fulfilling the requirement (see individual department requirements).

## **INDEPENDENT STUDY**

Superior students (defined for this purpose as those having a grade point average of 3.0 or better) who desire to enrich their regular programs by undertaking individual research into a special topic or project, or who wish to intensify their study of regular course material beyond the normal curricular standards, may register for independent study. Such study will ordinarily be offered only to students in their junior and senior years.

A qualified student may register for one project per semester for not more than four semesters, but no more than six credit hours may be accepted to meet minimum concentration requirements.

Arrangements for independent study should be initiated by the student in conference with the department chair, who will appoint a director to supervise the project. The director will normally be a faculty member from an appropriate discipline. The student will submit a plan of study which the director may revise as appropriate and forward to the Registrar for approval.

Under no condition will credit be granted retroactively for work begun or completed prior to the proper approval.

## **TUTORIAL COURSES**

Under exceptional circumstances, a student may obtain permission to receive private tutoring in a course which is listed in this *Bulletin* but which is not currently being offered, or in a traditional course (e.g., instruction in Greek) which is not listed among our offerings but which is compatible with our objectives. The student must obtain written approval of a qualified faculty member who will serve as tutor, the appropriate department chair, and the Registrar.

## **FEES FOR INDEPENDENT STUDY AND TUTORIALS**

Extra fees are charged for such study only if the student credit load exceeds that specified above under COURSE LOAD. In such event, the excess is charged on a semester hour basis and is levied according to the student's load during the semester in which the study is initiated. No refunds are available once fees have been assessed.



## STUDENT CLASSIFICATIONS

Undergraduate degree-seeking students are classified by formal rank according to semester hours completed as follows:

Freshman:	less than 30 hours	Junior:	60 - 93 hours
Sophomore:	30 - 59 hours	Senior:	94 hours or more

## ACADEMIC ADVISING

The academic advising program of the College is intended first to help the student select a program of study in accordance with his or her background, interest, and abilities. Its principal purpose is to assist the student to achieve specific academic goals expeditiously. Counseling begins during orientation days when students are assigned to advisors who explain the details of proposed programs of study.

Students are expected to confer with their advisor regularly during the semester. They discuss grade reports and any academic problems which may arise in their course work. It is the duty of the advisors to maintain adequate records, to keep close watch over advisees' progress, to assist them in making prudent judgments, and to recommend measures which will help them successfully complete their academic programs.

First-year students are assigned an advisor as part of the Freshman Seminar. The advisor will assist the student in making the transition from high school to college and help with the selection of a program of study that matches his/her interests and abilities. When a major has been selected, the student will be assigned an advisor from the selected major.

During the sophomore, junior, and senior years, the department chair and advisor will continue to assist the student and will make a special effort during the final year to prepare the candidate for the beginning of a career or for entrance into a graduate or professional school. The department chair and advisor will also assist the student in fulfilling all requirements for graduation; however, in the final analysis, the student is personally responsible for meeting degree requirements as set out in her/his *Bulletin* of record.

Students who develop serious academic deficiencies during the first two years will be referred to Student Academic Services for special guidance and advising. If a student is judged incapable of success in a chosen major, the department chair will refer the student to Student Academic Services where counselors will work with the student to attempt to develop an alternate course of studies.

## HONORS CONVOCATION

Once a year, during the spring semester, a convocation is held for the purpose of giving public recognition to those students whose scholarship has entitled them to honors. In the presence of the faculty and student body, certificates are awarded to the President's Scholars and to students receiving special recognition for academic or extracurricular achievements.

The President's Scholars are students who have been nominated by the faculties of their disciplines of concentration for demonstrating with greatest distinction those qualities of scholarship and achievement appropriate to their areas of concentration. President's Scholars must have a cumulative grade point average of 3.5 or better.

Students who have a cumulative grade point average sufficient to qualify them for the Dean's Roll of Honor (*summa cum laude*, *magna cum laude*, or *cum laude*—see the Graduation with Honors section for details) are listed in the Honors Convocation program. Traditional students must have attended full-time during the immediate past semester and be enrolled full-time for the current semester. Also, they must have no incomplete grades at the time the list is compiled by the Registrar. Only December graduates and those who have been granted an academic leave of absence are exempt from being enrolled full-time during the spring semester. To be eligible, Continuing Studies students must have completed a minimum of fifteen credit hours during the past calendar year, must have been enrolled in the immediate past semester and must be enrolled for the current semester (unless they are December graduates). They also must have no incomplete grades at the time the list is compiled by the Registrar.

## DEAN'S LIST

The Dean's List is published after each fall semester and spring semester and is based on grades earned during the immediately preceding semester, not the cumulative average. To qualify, the student must have earned a minimum of twelve credit hours on the letter grade system (exclusive of pass/fail courses), must have earned at least the minimum honors grade point average for the semester (3.5), and must have no incomplete grades at the time the list is compiled by the Registrar. Continuing studies students' eligibility is based on completion of six credit hours on the letter grade system.

## STUDY AT OTHER INSTITUTIONS

### After Matriculation at Spring Hill College

A student enrolled in a degree program at Spring Hill College may be permitted to do a limited part of his/her study at another institution. Transfer credit limitations for undergraduate programs—traditional and nontraditional—are outlined below:

1. Students entering Spring Hill College without transfer credit may take, with proper permission, a total of up to eighteen semester hours of credit at other institutions after matriculation.
2. Students transferring less than thirty semester hours to Spring Hill at matriculation are limited to twelve semester hours of transfer credit after matriculation.
3. Students transferring between thirty and sixty semester hours to Spring Hill at matriculation may transfer up to nine semester hours of transfer credit after matriculation.

4. Students transferring more than sixty semester hours to Spring Hill at matriculation must complete the remainder of their program of study at Spring Hill College.

Transfer credit limitations do not apply to study-abroad enrollment or to participation in special, approved programs such as the Washington Semester.

(Graduate programs have more stringent limitations on the transfer of credit after matriculation. See the “Graduate Program Policies” section of this *Bulletin* for details.)

To qualify for study at another institution, the student must have the written consent of his/her advisor on the courses to be taken and the written permission of the registrar.

Students who voluntarily and officially withdraw from Spring Hill College after matriculation, with the intention of not returning, and later decide to return shall provide to the registrar for credit evaluation official transcripts of all courses taken elsewhere. At the time of re-entry to Spring Hill College, these students are not subject to the transfer credit limitations outlined above; however, the transfer credit limitations will apply to all future transfer credit hours.

All normal policies regarding quantitative and qualitative considerations apply when accepting credits in transfer. Courses taken at junior/community colleges *cannot* be transferred in as equivalent to upper-division course work at Spring Hill College. The courses taken at another institution must be the equivalent, in the judgment of College officials, of courses offered at the College. A grade of less than C- for course work at other institutions will not be accepted by Spring Hill College. Grades earned at other institutions do not affect the Spring Hill College grade point average.

## TRANSCRIPT OF RECORD

Normally transcripts will be issued by the Registrar’s Office upon written request by the student within three working days after clearance from the Business Office. During the busy period of processing final grades, transcripts will be issued within ten working days after final grades are entered.

Official transcripts bear the seal of the College and are sent from the Registrar’s Office directly to the university or agency. Any official transcript released to the student will be stamped, “Issued to Student.” The college may release only its own transcripts and not the transcripts of information supplied by other colleges or testing services.

The fee is \$5.00 per official transcript. [For official transcripts to be released within 24 hours, the fee is \$10.00.] The official transcript can be ordered upon payment of this fee and upon notification by the Business Office that the student has been cleared of all outstanding financial obligations to the College. These financial obligations include, but are not limited to, tuition and fees, parking fines, room damage fines, and monetary disciplinary sanctions.

## NAME CHANGE POLICY

Current or former students who intend to change their name on their permanent record must contact the Registrar's Office. A complete explanation of the policy is available in the Registrar's Office.

## SUMMER SESSIONS

Spring Hill College offers a summer program to all qualified students. Each summer, a variety of courses is offered to continuing students, both regular Spring Hill students and students attending other colleges. In addition, the summer program traditionally offers introductory courses in most academic departments. Such offerings are especially attractive to students who want to begin their college careers early at a relaxed yet challenging pace.

The summer schedule consists of the following:

1. One summer session begins about the third week of March, provides teacher education graduate courses and finishes about the third week in June.
2. A second summer session begins about the end of April, finishes the middle of August and provides Organizational Leadership courses.
3. Two mini-sessions, the first beginning in early May and continuing for thirteen class days (the classes usually meet for three hours every day), allow students to take one course in a concentrated, seminar-like arrangement. The first mini-session ends before the first weekend in June so that students can earn three credits and then enroll in a second mini and/or further summer sessions for a total course load equal to a full semester's work or return home in time for a full summer's activity.
4. One six-week session begins in early May, finishes about the third week in June, and provides a variety of evening introductory, advanced, and graduate courses.
5. The second six-week session begins about the third week of June, finishes about the middle of August and provides a variety of daytime and evening introductory, advanced and graduate courses. Three courses may be taken in this session.

By taking advantage of the scheduling options offered in the summer session, students can earn up to fifteen semester hours of credit, the equivalent of a full semester of course work.

The Marine Environmental Sciences Consortium and the Central American Studies Program offer additional ways for enriching a student's summer activities.

The tuition for the summer session is substantially less than that of the regular session. Details concerning fees, policies, dates, and courses are available in an annual brochure distributed through the Office of Graduate and Continuing Studies (251-380-3065).

## **WITHDRAWAL FROM THE COLLEGE**

All students desiring to officially withdraw from the College are expected to complete the withdrawal process.

A student who intends to withdraw voluntarily from the College during the term must do so by the last day of classes. Traditional students must initiate the process in the Office of Student Academic Services where they will be informed of the procedures to follow; non-traditional and graduate students begin the process in the Office of Graduate and Continuing Studies. The procedures include an exit interview and the completion and return of a withdrawal request form with the necessary clearance signatures. The student's final grades are recorded on the academic transcript as either W, WP, WF, or other, based on the determination of the instructor and the Provost and Vice President for Academic Affairs. No notation of courses attempted is made on the permanent record of a student who withdraws from the College during the add/drop period published in the official calendar in the *Bulletin of Information*.

A student seeking a medical withdrawal must request in writing such consideration, provide appropriate supportive information, and have the approval of the Provost and Vice President for Academic Affairs by the last day of class.

Students planning to withdraw from the College should consult the sections in this *Bulletin* regarding tuition and fee refunds to which they may be entitled.

A student who withdraws between semesters must send written notification of non-return to the registrar.

A student who withdraws on probation remains on probation.

## **LEAVE OF ABSENCE**

Spring Hill's leave of absence is for those students who are in good academic standing and are not subject to disciplinary action. It is designed for students who have developed a planned academic interruption from their study at Spring Hill and are seeking assurances that they will be able to return and resume their studies with a minimum of administrative difficulty. Students returning from a leave of absence are subject to the policies of the *Bulletin* under which they were originally admitted.

The student must submit a formal request to the Provost and Vice President for Academic Affairs for approval. Leaves for up to one year may be granted. A leave of absence is not granted to a student transferring to another university unless the student is enrolled in approved Study Abroad, other approved semester or yearlong programs, or in engineering, physical therapy, or occupational therapy.

## **THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

Spring Hill College complies with the Family Educational Rights and Privacy Act of 1974. The College insures a student access to certain official records directly related to the student and prohibits the release of personally

identifiable information other than “directory information” without prior written consent of the student, except as specified by the law.

Present and former students have the right to personally review their own records for information and to determine their accuracy. Parents of dependent children, as defined by the Internal Revenue have the same rights. In compliance with the Family Educational Rights and Privacy Act of 1974 as amended, the College reserves the right to disclose information about dependent students to their parents without the students’ written consent.

A complete explanation of the law is available in the Registrar’s Office. Any complaints regarding Spring Hill College’s compliance with this law may be filed with the Family Educational Rights and Privacy Act (FERPA), Department of Education, Washington, D.C. 20201.

## **DIRECTORY INFORMATION**

Directory information may be released by the College without written consent of the student. Directory information includes student’s name, address, telephone number, E-mail, photograph, date and place of birth, major, dates of enrollment, degrees conferred and dates of conferral, any graduation distinction, institutions attended prior to admission, participation in officially recognized activities and sports, and weight and height of members of athletic teams. A student’s request to withhold directory information will be honored by the College for only one academic year and must be filed annually in the Registrar’s Office within two weeks after the first day of class for the fall semester.

Any complaints regarding Spring Hill College’s compliance with this law may be filed with the Family Educational Rights and Privacy Act (FERPA), Department of Education, Washington, D.C. 20201.

## **STUDENT RIGHT TO KNOW LAW**

Information is available in the Registrar’s Office to students on campus, prospective students, parents, coaches and high school counselors wishing to know projected graduation rates by ethnicity, sex and sport of first-time entering freshmen and of first-time entering fall semester athletes on athletic scholarships.

## **INSTITUTIONAL EFFECTIVENESS**

Spring Hill College is committed to its mission of providing quality education for its students while challenging them to become leaders with a sense of responsibility and social awareness. To assure its continued effectiveness in achieving its mission, the College engages in a process of appraisal and improvement of all aspects of education. Students are surveyed to determine their satisfaction with services, with programs of study, and with course instruction. Graduates are surveyed one year after graduation to determine placement and to gauge satisfaction with career services. Academic programs are assessed by examining the performance of students on national standardized tests, their performance in senior seminar courses, their placement in graduate and professional schools, and

their responses and comments on surveys, as well as by systematic review of facilities, staffing, and curricula.

## COMMENCEMENT

Commencement exercises are held once per year in May for all students who graduated the previous December and those who are candidates for May or August graduation. August candidates must be within twelve hours of graduation by the end of spring semester and must show evidence that they will complete their degree requirements by August 31. Candidates for May or August graduation must be enrolled for the preceding spring semester in order to participate in commencement.

Participation in commencement does not assure that all degree requirements have been met and that a degree has been or will be conferred. Students who are eligible to participate in graduation exercises are expected to participate. A student wishing to graduate *in absentia* should submit a request in writing to the Registrar and obtain written approval. Those granted permission to graduate *in absentia* are not relieved from paying the graduation fee.

## REQUIREMENTS FOR GRADUATION

### Bachelor Degree Programs

Spring Hill College offers undergraduate curricula leading to the degrees of Bachelor of Arts (B.A.), Bachelor of Science (B.S.), and Bachelor of Science in Nursing (B.S.N.). The conditions for earning a degree may be classified under the following headings:

#### Course Requirements

The curricula normally to be followed for the various bachelor degrees are published elsewhere in this *Bulletin*. On the recommendation of the division chair and with the approval of the Provost and Vice President for Academic Affairs certain variations may be permitted.

#### Quantitative and Qualitative Requirements

The student must complete a program of studies consisting of not less than 128 semester credit hours to qualify for a baccalaureate degree.

In addition, the candidate must have an average of C or better (quality quotient: 2.0). No student will be evaluated for graduation unless in good academic standing. One who attains good standing and completes other requirements for the degree simultaneously must await the next regularly scheduled commencement for degree conferral.

A student must complete all requirements for a December degree by December 20th; for a May degree by the day of commencement; and for the August degree by August 31st. For degree requirements to be considered completed, the record of work must be submitted to the Registrar's Office.

**Major Requirements**

Before the end of the freshman year, each student should select a major. Students are admitted to a major based on their own preferences and the advice of their academic advisor. A grade point average of at least 2.0 and completion with a grade of C/C- (see departmental policy) or better of each of the prerequisites of the major are required.

Normally, an academic major consists of thirty to thirty-six hours of specialized upper-level courses, of which a maximum of twenty-four and a minimum of eighteen are in one department.

Six to twelve hours of the major are program electives, or upper-level courses outside of the department, chosen to strengthen the major and/or support the student's career objectives.

In majors which are interdepartmental, such as art-business, up to thirty-nine hours may be required and/or there may be no program electives. (See individual majors for a complete specification of requirements.)

A concentration is an area of special focus within the broader major, normally consisting of up to eighteen hours of upper-level related courses within the major area of the department.

All courses in the major must be completed with a grade of C/C- (see departmental policy) or better.

**Change of Major**

Students may petition to change their major. Students who change their major must follow the academic program in effect at the time of the change.

**Double Majors/Concentrations**

Applicants for double majors or concentrations must secure the approval of their advisor(s) and both of the involved department chairs and must also notify the Office of Student Academic Services. For majors/concentrations which have common courses or curricula, at least eighteen credit hours (fifteen for concentrations) must be earned from non-overlapping courses in each of the two major/concentration areas. Students must pass comprehensive experiences in both fields. The applicant's designation of a "first" and a "second" major determines whether the student receives a Bachelor of Arts or Bachelor of Science degree. This rule is applicable when majors fall under different distinctions for degree earned. Students who elect to return to Spring Hill College for completion of extra majors/concentrations *after* conferral of their bachelor's degree must follow *Second Bachelor's Degree* guidelines with regard to admission and additional credit hour requirements (see below).

**Second Bachelor's Degree**

A student may earn a second degree at the undergraduate level at Spring Hill; however, it is discouraged in favor of a graduate degree. In those instances where two bachelor's degrees may be appropriate to educational career goals, students may earn a second bachelor's degree from the College by meeting the following conditions:



1. Apply to the College prior to commencing study and receive a program evaluation report from the registrar outlining the course work required to complete the degree program. For students holding their first degree from an institution other than Spring Hill, this evaluation will be conducted under the guidelines specified in the transfer admission section of this *Bulletin*;
2. Complete at least thirty-two additional semester hours of study beyond that required for the initial bachelor's degree, with at least eighteen hours of study in the major that do not overlap with previous course work;
3. After matriculation, fulfill all the requirements for the new degree, including divisional requirements, in residence at Spring Hill College;
4. Fulfill the following core curriculum requirements: one course of the student's choice in each discipline of English, history, philosophy, theology, social science, fine arts, foreign languages, science/math. Prerequisites may be waived in consultation with the division or department chair as appropriate. Courses taken for the first degree can be used to satisfy any of these course requirements.
5. Only one Bachelor of Arts (BA), one Bachelor of Science (BS), and one Bachelor of Science in Nursing (BSN) will be awarded per student. Additional majors completed after the posted degree date will be added to the appropriate bachelor's degree.
6. A student may not receive more than one bachelor's degree per posting period (May, August, or December of a given year). The student must re-apply to the College, and complete the additional course work outlined above for the second degree.

### **Comprehensive Experience**

A college-wide requirement for all baccalaureate degrees is some synthesizing experience in the major field which is to be completed during the senior year. The nature and scope of this synthesizing experience are determined by the faculty of the concerned departments and are approved by the Provost and Vice President for Academic Affairs. They are defined in the department descriptions in the programs of study section of this *Bulletin*. The synthesizing experience may take the form of an examination, a position paper, a senior project or special seminar, etc., as defined by the academic department. The term "capstone" course is often used in the program descriptions that follow. A capstone course is generally the comprehensive, synthesizing experience for the major.

The purpose of the synthesizing experience is to test the student's competence in the major field, not only in retention of disparate data but also in the ability to correlate, solidify, and synthesize the various courses taken in developing the major. In addition, the synthesizing experience provides important information to the faculty of the department about how effective they have been in meeting the academic objectives of the department.

An unacceptable performance on the synthesizing experience will make necessary further preparation in the major field, perhaps additional course work, and postponement of graduation.

**Residence Requirement**

No student will be approved for graduation unless in attendance at Spring Hill College, in good academic standing, and enrolled in a full-time program of at least twelve hours during both semesters of the senior year. A minimum of twenty-four of the last thirty hours, together with fifty percent of the course work required in the major, must be completed at Spring Hill College. Exceptions will be made only by the Provost and Vice President for Academic Affairs.

**Currency of Course Work**

Students readmitted to Spring Hill after ten years' absence are required to complete at least twenty-four hours of additional course work to be granted a degree.

**Application for Degree**

On or before the first of November preceding the spring commencement, all candidates for a degree must file with their department chairs a Notice of Intent to Graduate form, together with evidence that they will fulfill all requirements for graduation. The Notice of Intent to Graduate form must then be turned in to the Registrar's Office. Failure to remit this form to the Registrar's Office by the published deadline can affect the appearance of your name on the printed program, the availability of your diploma, participation in the commencement ceremony, and your ability to graduate. It is the responsibility of the student to know and satisfy the degree requirements of the academic program.

**Graduation with Honors**

These general requirements must be obtained for graduation with honors:

Completion of the program with the following minimum grade point averages: 3.9 for *summa cum laude*, 3.7 for *magna cum laude*, and 3.5 for *cum laude*.

Transfer students must complete a minimum of 60 semester hours of "graded" course work (courses where letter grades using quality points are used) at Spring Hill College in order to qualify for honors consideration.

**Optional Minor**

Students may elect to pursue minor fields of study in one or two departments. All minors require from eighteen to twenty-four semester hours of course work completed with grades of C/C- (see departmental policy) or better. At least eight hours of the course work must be at the upper-division level. At least half of the courses must be taken at Spring Hill. Specific requirements for minors are listed in the descriptions of programs of study elsewhere in this *Bulletin*. Minors must be completed within the framework of a bachelors degree, and cannot be continued after degree conferral.

## Associate Degree Programs

### Course Requirements

The curricula normally to be followed for associate degrees are published elsewhere in this *Bulletin*. On the recommendation of the division chair and with the approval of the Provost and Vice President for Academic Affairs certain variations may be permitted.

### Quantitative and Qualitative Requirements

The student must complete a program of core and major studies of not less than sixty-six semester credit hours to qualify for the associate degree.

In addition, the candidate must achieve an overall cumulative quality quotient of 2.0 and a grade point average of C/C- (see departmental policy) or better in the major.

### Residence Requirements

No associate-degree-seeking student will be approved for graduation unless in attendance at Spring Hill College, in good academic standing, and enrolled in a full-time program of at least twelve hours during each of the last two semesters in completing the program. Non-traditional students are an exception to this rule. A minimum of thirty-three of the sixty-six hours for the associate degree must be taken at Spring Hill College. A minimum of eighteen of the last thirty hours, together with fifty percent of the course work required in the major, must be completed at Spring Hill College. Exceptions will be made only by the Provost and Vice President for Academic Affairs.

### Currency of Course Work

Students readmitted to Spring Hill after ten years' absence are required to complete at least twenty-four hours of additional course work to be granted a degree.

### Application for Degree

On or before the first of November preceding the spring commencement, all candidates for an associate degree must file with their department chairs a Notice of Intent to Graduate form, together with evidence that they will fulfill all requirements for graduation. The Notice of Intent to Graduate form must then be turned in to the Registrar's Office. Failure to remit this form to the Registrar's Office by the published deadline can affect the appearance of your name on the printed program, the availability of your diploma, participation in the commencement ceremony, and your ability to graduate. It is the responsibility of the student to know and satisfy the degree requirements of the academic program.

### Designation of Honors

Associate-degree-seeking students are eligible for inclusion on the Dean's List and participation in the Honors Convocation; however, no *summa*, *magna* or *cum laude* distinction will be accorded these degree recipients at graduation.

## **Combined Undergraduate/Graduate Degree Programs**

### **STATUS DESIGNATION AND TUITION RATES FOR STUDENTS IN PROGRAMS COMBINING GRADUATE WITH UNDERGRADUATE STUDY:**

Graduation requirements for graduate degree programs are listed in Part IV of this *Bulletin*.

This section describes the process through which the student status designation is changed from undergraduate to graduate and the applicable tuition rate for students in combined undergraduate-graduate degree programs. Students in such programs will be assigned a student designation and be charged tuition on the following basis:

1. Students in designated programs who have earned fewer than 128 semester hours of credit will be classified as undergraduate students and be charged the undergraduate tuition rate. They will be eligible for college-sponsored financial aid programs if they qualify under the guidelines of their award.
2. Students accumulating more than 128 semester hours (undergraduate and/or graduate) and classified in fully admitted status in the graduate program (including the equivalent of completing the baccalaureate degree), regardless of whether they have received the undergraduate degree or not, will be classified as graduate students and be charged the prevailing tuition rate for the graduate program beginning with the semester or term immediately following the term in which the 128-hour threshold and graduate classification are reached. Students charged graduate tuition will not be eligible for Spring Hill College-sponsored financial aid programs.
3. The change in the student's status from undergraduate to graduate will indicate that the student has fulfilled the equivalent of the baccalaureate degree, although the baccalaureate degree actually will not be granted until the graduate portion of the program is completed. At that time, both degrees will be simultaneously conferred.
4. When the 128-credit-hour threshold is attained, the change in status from undergraduate to graduate will be recorded officially when the graduate program director and the registrar co-sign a letter to the student indicating both the change in status and the fact that the equivalent of the undergraduate degree has been earned. The program director is responsible for initiating this process. The registrar will notify students who fail to achieve such equivalence upon reaching the 128-hour threshold of the requirements needed to complete the undergraduate major or a general studies degree. The change to graduate status will be delayed until such equivalence is achieved, and the student will be required to take nine or more undergraduate hours each semester until equivalence is obtained.

5. For financial aid purposes, a student will be classified as an undergraduate student whenever academically classified as an undergraduate and as a graduate student when so designated academically. Spring Hill College grants and awards apply only to undergraduate study; once the student makes the transition to payment of graduate tuition, all Spring Hill scholarships and grants are terminated.
6. Joint B.S.-Masters students fully accepted into the graduate program and attaining at least 113 hours toward the undergraduate degree may attend the commencement ceremony with their undergraduate classmates; however, such attendance is voluntary and purely ceremonial since the baccalaureate degree will not be awarded until after the requirements for the undergraduate and graduate degrees are completed. Students wishing to attend graduation on a ceremonial basis must initiate the process by informing the undergraduate advisor of his/her desire to attend the ceremony. The undergraduate advisor is responsible for documenting this request by initiating an application for graduation card and sending it to the registrar, noting the student's desire to voluntarily attend the ceremony. The student will be charged the fee that applies to certificate recipients.

Joint B.S.-Masters students are expected to attend the graduation ceremony upon completion of the master's degree, at which time the baccalaureate and master's degrees simultaneously will be conferred. The full graduation fee for a master's degree recipient will be charged for the official graduation ceremony, whether the student attends or not.



## **II**

# **Traditional Undergraduate Programs**

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## **General and Program Information**

# Academic Calendar 2007-2008

## Fall Semester 2007

August	17	Friday	Late registration begins – schedule adjustment; see advisor
	20	Monday	Day classes begin, 8:15 a.m. Evening classes begin, 6:00 p.m. Add/drop begins; see advisor
	24	Friday	Late registration ends Add/drop ends
September	3	Monday	Labor Day, no classes
	4	Tuesday	Classes resume, 8:15 a.m.
	5	Wednesday	Last day to remove “I” grades from spring and summer 2007
October	8-9	Mon-Tues	Fall break, no classes
	10	Wednesday	Classes resume, 8:15 a.m.
	13	Saturday	<b><i>Weather make-up day (MWF-1), if necessary</i></b>
	16	Tuesday	Midterm grades due in Registrar’s Office, 2:00 p.m.
	23	Tuesday	Last day to withdraw with non-penalty W
November	1	Thursday	Last day for degree application for May 2008 graduation
	5	Monday	Last day to request pass/fail option
	10	Saturday	<b><i>Weather make-up day (TR-1), if necessary</i></b>
	21-23	Wed-Fri	Thanksgiving holiday, no classes
	26	Monday	Classes resume, 8:15 a.m.
December	30	Friday	Last day of classes
	3	Monday	<b><i>Weather make-up day (MWF-2), if necessary</i></b>
	4	Tuesday	<b><i>Weather make-up day (TR-2), if necessary</i></b>
	3-7	Mon-Fri	Final examinations (if there are no weather make-up days)
	5-10	Wed-Mon	<b><i>Final examinations (with weather make-up days, including Saturday)</i></b>
	11	Tuesday	Final grades due in Registrar’s Office by noon
	12	Wednesday	<b><i>Final grades due in Registrar’s Office by noon (with weather days)</i></b>
	20	Thursday	All degree requirements must be completed for December 20, 2007, conferral of degree Conferral of degrees; no Commencement



**Spring Semester 2008**

January	8	Tuesday	Late registration begins - schedule adjustment; see advisor
	9	Wednesday	Day classes begin, 8:15 a.m. Add/drop begins; see advisor
	14	Monday	Evening classes begin, 6:00 p.m.
	15	Tuesday	Late registration ends Add/drop ends
	21	Monday	Martin Luther King's birthday, no classes
	25	Friday	Last day to remove "I" grades from fall 2007
February	4-6	Mon -Wed.	Mardi Gras Break, no classes
	7	Thursday	Classes resume, 8:15 a.m.
March	5	Wednesday	Midterm grades due in Registrar's Office, 2 p.m.
	12	Wednesday	Last day to withdraw with non-penalty W
	21-28	Fri-Fri	Spring Break (includes Good Friday and Monday after Easter)
	31	Monday	Classes resume, 8:15 a.m. Last day to request pass/fail option
April	23	Wednesday	Celebration of Our Learning Day and Honors Convocation (day and evening classes suspended)
	30	Wednesday	Last day of classes
May	1	Thursday	Study day; final exams begin with evening classes
	2-3	Fri- Sat	Final examinations continue
	5-7	Mon - Wed	Final examinations continue
	9	Friday	Grades for degree candidates due in Registrar's Office by noon
	10	Saturday	Baccalaureate Mass
	11	Sunday	Commencement
	13	Tuesday	Final grades due in Registrar's Office by noon

# Expenses

## TUITION, FEES, ROOM AND BOARD FOR TRADITIONAL UNDERGRADUATE PROGRAMS

### TUITION AND GENERAL FEES

Tuition (12-18 semester hours for credit or audit per semester) .....	\$10,843.00
Tuition Part-time (per semester hour if less than 12) .....	810.00
Tuition Overload (per semester hour earned, attempted, or audited in excess of 18) .....	810.00
Comprehensive Fee (per semester) .....	707.00
Comprehensive Fee (per semester hour if less than 12) .....	46.00

Rooms:

#### Double Occupancy

Toolen Hall & Walsh Hall .....	2,250.00
O'Leary Hall .....	2,400.00
Viragh Hall .....	2,550.00
New Hall .....	2,600.00
Skip's Place .....	2,750.00
Skip's Place (with private bath) .....	2,850.00

#### Single Occupancy

O'Leary Hall .....	2,500.00
New Hall & Mobile Hall (small singles) .....	2,750.00
Skip's Place .....	2,850.00
Mobile Hall (with private bath) .....	3,000.00
Fairway Apartments .....	3,050.00

Room confirmation/damage deposit (for resident students, payable by June 1) .....	150.00
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#### Meal plans (**Mandatory for all residents, per semester**):

Unlimited Plan (\$75 Badger Bucks) .....	2,100.00
15 meals per week (\$125 Badger Bucks) .....	2,100.00
10 meals per week (\$175 Badger Bucks) .....	2,100.00
Fairway Plan (\$75 Badger Bucks) (Fairway Apartment Residents only) .....	1,100.00
Commuter 5 Plan (5 meals per week—No Badger Bucks) .....	425.00
Commuter 55 Plan (55 meals per plan—No Badger Bucks) .....	337.00

### MISCELLANEOUS FEES

Application Fee (for new students, non-refundable) .....	\$ 25.00
Tuition Deposit (Refundable before May 1) .....	100.00
Course Change Fee (after drop/add period) .....	10.00

Late Registration Fee .....	25.00
Returned Check Fee .....	30.00
Payment Plan Registration Fee (per year) .....	65.00
Orientation Fee (mandatory for freshmen) .....	250.00
Orientation Fee (mandatory for transfers) .....	250.00
Parking Decal (annually for residential students) .....	100.00
Parking Decal (annually for commuter students) .....	75.00
Commencement Fee (mandatory for all graduating seniors including those graduating in absentia) .....	185.00
Senior Class Assessment Fee (mandatory for traditional seniors) .....	50.00
Certificate Fee (joint programs) .....	90.00
Diploma Replacement Fee .....	40.00
Health Insurance (minimum 12-month coverage) .....	325.00
Laundry Fee (per semester for residential students, excluding Fairways) .....	50.00
Transcripts .....	5.00
Transcripts (within 24 hours) .....	10.00

Some courses require lab fees, which are indicated on the schedule of classes available at registration.

The College reserves the right to change fees, services, or programs at any time.

## **FINANCIAL OBLIGATIONS SPECIFIC TO TRADITIONAL UNDERGRADUATE PROGRAMS**

1. Students are responsible for compliance with all general financial obligations as set forth in the General Financial Policy section of this *Bulletin*.
2. Tuition, fees, and required forms (i.e., options sheet, proof of insurance coverage, enrollment agreement) are due on or before the first day of class each semester as indicated on the semester pre-billing. Fees may be paid by check, cash, Visa, MasterCard, American Express, or Discover. Parents should make prior payment or provide the student with the necessary funds to meet the required payments by these dates.
3. Parents desiring to pay education expenses in monthly installments should contact the Student Accounts Office of the College or the following company:

Tuition Management Systems  
P. O. Box 842722  
Boston, MA 02284-2722  
Customer Service (1-888-356-0350)  
[www.afford.com/shc](http://www.afford.com/shc)

4. The room confirmation/damage deposit reserves residence hall space for the resident student for the fall semester. Entering students must pay it by the date set by the Dean of Admission and Financial Aid. This deposit is held for returning students and may be refunded upon graduation or withdrawal from the College.

5. Private rooms in all residence halls, when available, are on a first-come basis. There is an additional charge for these accommodations.
6. Full-time students carrying more than 18 hours earned, attempted, or audited, exclusive of military science and certain exempt courses such as SAS 101, must pay an overload fee for each hour over 18. **CAUTION:** Courses dropped after the add/drop period are considered hours attempted and are subject to the course overload fee.
7. Refunds are only calculated for total withdrawal from an enrollment period. All traditional students must officially withdraw through the Office of Student Academic Services. Refunds will be calculated from the first day of class to the last date of attendance for an enrollment period or to the official withdrawal date for an enrollment period as determined by the College. Refunds will be based on the following policies regardless of the reason for withdrawal.

A. Spring Hill College Refund Policy:

Students who withdraw from all classes prior to completion of 60% of the term will have their tuition, comprehensive fee, room and/or board charges reduced in accordance with the appropriate percentage calculated using the Return of Title IV Funds formula. (i.e., if the student has completed 37% of the term, then tuition, comprehensive fee, room and/or board charges will be reduced by 63%.) The balance of any refund (due to the reduction of charges in accordance with SHC's Refund Policy)—after returning the required amount to the appropriate federal fund(s)—would then be applied to the appropriate institutional aid fund. Should additional funds remain, they will be refunded to the student.

B. Return of Title IV Federal Financial Aid

When a student withdraws from all classes, Spring Hill College determines if a refund is due and if the student is a Title IV recipient. The amount of earned and unearned federal financial aid funds that the student has received or is eligible to receive is determined in accordance with federal regulations. If the student has completed 60% or more of the term, no refund is due. The new law assumes that a student “earns” approved (verified) federal financial aid awards in proportion to the number of days in the term prior to the student’s complete withdrawal.

$$\frac{\text{Number of days student completed in the semester}}{\text{Number of days in the semester}} = \frac{\text{Percentage Earned}}{\text{Earned}}$$

All students who receive Title IV SFA monies through the Financial Aid Office and who withdraw should see the Financial Aid Section of this *Bulletin* for further information concerning the prescribed distribution order of refund monies back to the Title IV SFA programs, other sources of aid, and the student (if any remains).

8. All students must be covered by accident and health insurance. The student must furnish proof of existing coverage or purchase coverage through the approved college plan.

Students not providing proof of coverage on their Health Insurance Form by registration will **automatically be billed for the cost of the College-approved health and accident plan**. No refunds will be made for proof of coverage received after that date.

Before admission and registration, students and parents/guardians, if applicable, must sign an Emergency Medical Treatment Waiver to ensure prompt emergency treatment when deemed necessary by a consulting physician.

9. Tuition and fees represent a substantial investment. As discussed in 7 above, only part (if any) of the total cost of attendance is refunded at withdrawal. This also applies to the student who suffers a serious illness or accident and must withdraw. Therefore, the College makes available on a voluntary basis insurance, which assures a refund for withdrawal based on appropriate health issues.

The Tuition Refund Plan is an option for students and parents. It is vital that those who wish to participate return an application form and first semester premium before the College's opening date of classes; those postmarked after the opening date will not be accepted. Applications may be obtained from the Student Accounts Office. The spring semester premium will be billed by the College in January. If you have any questions about the coverage please call A.W.G. Dewar, Inc., at (617) 380-8770.

# Admission

New students who desire to enroll in those programs traditionally offered during the daytime, semester format should contact the Undergraduate Office of Admission to determine eligibility and to request the necessary forms. Degree-seeking students need to be admitted to the college to study in a major academic program. All other students wishing to take classes should provide evidence of their ability to benefit from those classes and meet certain minimum requirements to register.

## ADMISSION POLICY FOR DEGREE PROGRAMS

The admission policy of Spring Hill College is designed to enroll students who have the desire and ability to benefit from the academic programs of the College, without regard to their race, sex, religion, disability, or national or ethnic origin. Ability is demonstrated by high school curriculum, grades, standardized test results, rank in class, previous college work (if applicable), and recommendations.

The ideal student for Spring Hill College is a young man or woman who seeks a liberal arts, faith-based education, whether Catholic or non-Catholic, and who truly wishes to become a responsible leader in service to others.

This student should come from a competitive high school, have taken a rigorous college preparatory curriculum, graduate with an above average grade point average, rank in the top quarter of the class, and have solid ACT or SAT scores. This student would also contribute to the well being of the College through out-of-class activities such as community service, student government, clubs and organizations, and athletics. And finally, this student upon graduation from Spring Hill would cherish as well as value the education he/she received and become an involved and supportive alumnus/a of the College.

## STUDENTS APPLYING FOR ADMISSION

Students seeking admission should contact the Office of Admission for official application forms, which they should complete and return with a non-refundable application fee. Spring Hill College uses a rolling plan of admission, which means that applications are processed whenever all required materials are received, with notification to the student as soon as a decision is made.

## FRESHMAN ADMISSION

Applicants may be offered admission to the freshman class on the basis of six or more semesters of high school course work. However, the applicant must, by the time of enrollment, be graduated from an accredited secondary school, with a minimum of sixteen academic units. (Ordinarily this means four units in English, three in mathematics, three in natural science, three in social science, and three other units in academic areas.)

## Application Procedures

In addition to the application form and fee, a student applying for freshman admission must submit:

- 1) an official transcript of high school grades covering at least six semesters; transcripts must be submitted from every high school attended;
- 2) official scores from either the Scholastic Aptitude Test (SAT) or the American College Test (ACT);
- 3) an evaluation of achievement and potential from the high school counselor (using the form provided).
- 4) a personal statement.

In some instances, additional letters of recommendation and a personal interview with a College representative may be requested.

Any student wishing to submit an official GED report in lieu of a diploma should also submit transcripts of all high school work previously attempted. An interview is necessary for all GED applicants.

Any student who has been home-schooled for any part of his/her high school education should submit a comprehensive portfolio of the educational experience. The portfolio should include, but is not limited to, a thorough explanation of all course work and how it was graded, a comprehensive reading list, documentation of any program affiliation, and personal assessments provided by both the student and the primary teacher. We welcome the inclusion of any independent research project, community outreach, or unique experience that enriched the home-schooling experience.

All prospective students are encouraged to visit the campus.

## Unconditional Admission

Unconditional admission usually will be granted to applicants who have an above average high school grade point average in specific academic courses, rank in the upper-half of their class, present acceptable scores on the Scholastic Aptitude Test (SAT) or the American College Test (ACT), and receive appropriately satisfactory counselor and/or teacher recommendations.

## Provisional Admission

The College may, at its discretion, grant provisional admission to applicants who do not clearly meet all requirements for unconditional admission but who demonstrate the potential to complete a course of study successfully at Spring Hill College. Provisionally admitted students will be classified as undecided majors for the transitional fall semester, and course work will be limited to four three-hour courses in the College's core curriculum. In addition, students will be enrolled in a one-hour Effective Study Skills course and the one-hour Freshman Seminar course taken by all freshmen. Students may be assigned tutors as well as silent study time by Student Academic Services.

Applicants admitted provisionally will be required to complete successfully fourteen semester hours in the first semester, pass any required developmental course work, and maintain a cumulative GPA of 2.0 in order to have the provisional status removed. Satisfactory fulfillment of any additional conditions is also required for continued enrollment at Spring Hill College.

Some students are asked to attend summer school prior to admission to Spring Hill College. Students should have their course choices approved by the Office of Student Academic Services prior to enrolling in any summer program. Satisfactory completion of six hours of course work with a grade of “C” or better is required prior to admission for the fall semester, and some students will still be expected to complete the provisional admission criteria before reaching academic good standing.

## **TRANSFER ADMISSION**

Transfer student is a classification assigned to any student who has matriculated at a college or university other than Spring Hill College with a transcript of record. Students seeking transfer admission are required to disclose attendance at all prior institutions. All transfer students are required to take placement examinations in English and foreign languages.

### **Application Procedures**

In addition to the application form, personal statement, and fee, a transfer student should submit:

1. an official transcript from each college or university attended for all course work and a list of courses in progress;
2. an official, complete transcript of the high school record and official scores from either the Scholastic Aptitude Test (SAT) or the American College Test (ACT) if the applicant has completed fewer than twenty semester hours of college work or has a cumulative grade point average below 2.5; and
3. an academic transfer reference from the academic dean, academic advisor or a faculty member from the last college attended (using the form provided).

### **Unconditional Transfer Admission**

Unconditional admission will be granted for transfer applicants who have completed twenty or more semester hours of college work, have a cumulative grade point average of at least 2.5 on a 4 point scale, are in good academic standing at the last college or university attended, and receive an appropriately satisfactory recommendation. Any transfer student who is admitted to the College for the fall semester but wishes to take prerequisite courses for a particular program (i.e., nursing or teacher education) during a summer term should consult with the Dean of Admissions prior to the beginning of the summer term.

### **Probationary Transfer Admission**

If the student does not meet all of the above conditions but has a satisfactory high school grade point average and satisfactory scores on the ACT or SAT, the College may grant unconditional admission or admit the applicant on probation after reviewing the applicant’s file.



### **Transfer Credits**

Advanced standing, i.e., the acceptance of credits previously earned, will be granted provided the courses are in areas of study that fall within the regular curricular offerings of the College. No credit will be accepted in which the applicant received a grade of less than C-. Transfer students may submit scores for Advanced Placement examinations and CLEP examinations for consideration for credit under the normal policies for granting such credit at Spring Hill College. Credit granted by another institution for experiential learning will not be accepted as transfer credit by Spring Hill College. Only transfer students meeting the requirements for admission to the Division of Graduate and Continuing Studies and actually enrolling in one of the programs offered by this division may pursue, while enrolled at the College, credit based on a portfolio detailing experiential learning. This portfolio must be prepared under the supervision of the dean of graduate and continuing studies.

Credit from an accredited junior or community college is limited to a maximum of sixty-four semester hours or ninety-six quarter hours. The College reserves the right to accept or reject as direct transfer credit those courses taken at a junior or community college that are upper-division courses at Spring Hill College (with course numbers in the 300 to 400 range), although such course work may be considered for general elective credit.

Regardless of the amount of credit transferred to Spring Hill College from other institutions, at least twenty-five percent of the course work applied toward meeting the minimum graduation requirement must be taken at Spring Hill College. In addition, the transfer student must meet the College's residency requirement which is as follows:

No student will be accepted as a candidate for graduation unless in attendance at Spring Hill College, in good academic standing, and enrolled in a full-time program of at least twelve hours during both semesters of the senior year. A minimum of twenty-four of the last thirty hours, together with fifty percent of the course work required in the program of concentration, must be completed at Spring Hill College. Exceptions can be made only by the Provost and Vice President for Academic Affairs.

### **INTERNATIONAL STUDENT ADMISSION**

An international student is someone who does not have United States citizenship or is not a permanent resident of the United States. Any student who is "in process" to receive U.S. permanent residency (obtain a Green Card) or who may live in the country without appropriate immigration documentation is considered an international student. International students must demonstrate English language proficiency in addition to meeting the requirements for freshman or transfer admission. Proficiency is demonstrated by achieving a minimum score of 80 on the Internet-based TOEFL Examination (213 on the computer-based version), 6.5 on the IELTS, C on the Cambridge Examinations (CPE or CAE) or 90 on the Michigan Test (MELAB). Students applying from other English speaking countries are asked to submit either an ACT or SAT score.

The following credentials are required for admission consideration as a freshman:

- International application.
- Personal statement.
- Non-refundable US \$35.00 application fee.
- Letter of recommendation from a guidance counselor or an academic instructor.
- Secondary school academic records, both in the original language and certified English translation. The original language records must be official school records—sent directly to Spring Hill College by the school—and must bear the official stamp or seal of the school. Certified copies, if sent by the school and bearing the stamp or seal of the school, are acceptable.
- Proof of English proficiency as indicated above.
- Proof of financial resources showing the student's ability to cover expenses for the first academic year at Spring Hill College. Proof of financial resources includes one of the following:
  1. An affidavit of support and a confidential bank statement from the student's parents, a relative or personal sponsor showing that sufficient funds are available.
  2. A sponsorship letter from a government agency, organization, institution or school.

International students who seek admission as transfer students should submit all of the documentation required of freshmen plus the following:

- Letter of recommendation from the Dean of Students at last attended institution.
- List of current courses.
- Transcripts from all colleges and universities attended or currently attending. These records must be official school records—sent directly to Spring Hill College by the school—and must bear the official stamp or seal of the school. Certified copies, if sent by the school and bearing the stamp or seal of the school, are acceptable. All college and university courses taken at institutions outside the United States must be evaluated by an approved evaluation service (recommended: World Education Services – [www.wes.org](http://www.wes.org)).
- Secondary school academic records, both in the original language and certified English translation, are necessary if student has less than 20 credit hours and/or a cumulative GPA below 2.5.

#### **Additional Information for International Students**

- The Office of Admissions will issue the I-20 Form after the student has been admitted and a deposit has been received.
- Students are required to show proof of health insurance. Otherwise, students must purchase Spring Hill College's institutional health insurance. Students must have health insurance information along with the required health and immunization forms on file prior to move-in date.

- Spring Hill College does not award financial aid to international students on the basis of need; however, academic scholarships are available.
- There will be no increase in scholarship or availability for additional aid after arrival on campus. It is Spring Hill College's expectation that students should apply to Spring Hill College with the understanding that they will be personally responsible for providing funds to attend the college.

## EARLY ADMISSION

High school juniors who have extraordinary academic records may apply for early admission to Spring Hill College. Spring Hill requires the following of applicants for early admission:

- 1) a high school average of 3.5 or above in academic courses;
- 2) a combined score on the SAT of 1120 or higher, or a composite on the ACT of 25 or higher;
- 3) a recommendation from the high school principal;
- 4) a personal interview (including the student's parents or guardian) with the Director of Student Academic Services.

## VETERANS

The College is approved for the education of veterans under Public Law 89-358, Veterans Readjustment Benefits Act of 1966: Chapters 31, 34, 35, of title 38. Accordingly, it is the policy of the school to afford veterans and, where applicable, their dependents, every opportunity for study compatible with their educational background and the scope of the institution.

Service of at least one year and less than two years will be awarded two semester hours of credit, the equivalent of the freshman-level military science credit. Service of two years or more will be awarded four semester hours of credit, the equivalent of the freshman- and sophomore-level military science credit. Credit will also be given for courses and training completed in military service if the veteran is qualified according to the norm set down by the American Council of Education in its publication entitled *Guide to the Evaluation of Educational Experiences in the Armed Services*.

## READMISSION

Students who have been absent from Spring Hill College for a semester or more must make formal application for readmission through the Office of Admission. Together with the application (for which there is no fee), they must submit a transcript of any credits earned at another institution. Continuing studies students absent from the College for one or more years must make formal application for readmission through the Office of Graduate and Continuing Studies. See the section on "Continuing Studies—Admissions Policies" for details.

## **ADMISSION POLICY FOR NON-DEGREE STUDENTS**

All non-degree students should request a special student application from the Undergraduate Office of Admission. This application form, a non-refundable \$25.00 application fee and the appropriate additional information must be submitted to the office. All summer enrollment (degree or non-degree) is administered by the Office of Graduate and Continuing Studies.

### **Transient Students**

Transient students are students enrolled in other colleges who wish to pursue courses at Spring Hill College. A transient student must obtain the written permission of his/her dean to take courses at Spring Hill.

### **Other Students**

Students who wish to pursue particular studies with or without credit outside a degree program are also classified as non-degree students. Such students should submit the application for admission form (available from the Admission Office), the application fee, and an official transcript from each college previously attended. (A high school transcript must be submitted if the applicant has not attended college.)

If a non-degree student wishes to be reclassified as a degree student in a regular degree program, he or she should request reclassification from the Provost and Vice President for Academic Affairs. No more than nine credit hours taken while in non-degree status at Spring Hill College may be applied to a degree program.

### **High School Students**

High school students who have completed the sophomore or junior year and who can demonstrate an ability to profit from college-level courses may be admitted as special students. Each high school student must obtain written permission from a parent or legal guardian as well as the high school principal (or counselor), and submit an official copy of his/her high school transcript. The appropriate prerequisite academic background will be necessary to enroll in a particular course. (Selected area high school students are exempt from the normal admission requirements when they receive permission from their school to take approved courses.) Credit for courses successfully completed will be held in escrow and applied toward a degree from Spring Hill College or transferred to the institution in which the student may subsequently enroll as a regular student.

## **RESERVATION DEPOSITS**

Upon receiving notice of their acceptance, all applicants who will reside on campus are asked to forward a room confirmation deposit of \$150. This deposit will serve as the applicant's damage deposit when he/she begins residence at the College. Additionally, all full-time students are asked to pay a \$200 tuition deposit. Those deposits are to be paid by the National Candidates Reply Date and are refundable until May 1 for students entering the fall semester.

All new students are expected to live on campus unless they reside with their parents and live in reasonable commuting distance of the college. Housing contracts, health and immunization forms, and proof of health insurance coverage must be on file in the Office of Student Affairs before a student moves on campus. Failure to comply with these requirements may result in a student's dismissal from the residence halls and inability to register for the next semester until all requirements are met.

## REGISTRATION PROCEDURES

Registration for each term will take place according to the academic calendar published in this *Bulletin* and on the Spring Hill College Registrar's Office website. New freshman and transfer students register during summer Preview sessions.

Registration for returning students for the next semester occurs midway through the semester. All continuing students are expected to register for the subsequent semester during the designated registration period. Prior to each registration period, students will receive registration instructions from the Registrar's Office. Students not registering during this registration period will register the day before classes begin for the next semester. No student shall be allowed to enroll for the next term unless all required admission records have been received by the College (official high school transcripts and/or test scores).

Students must consult with their advisor prior to registration for each term in order to receive clearance in the BadgerWeb online database. Before the end of the add/drop period, it is the student's responsibility to make certain that his/her official registration accurately reflects only those courses for which he/she plans to enroll for the term. Students failing to register by the date designated in the *Bulletin of Information* will be assessed a late registration fee.

Payment must be submitted to the Business Office by the day before classes begin in the new semester. Failure to make payment by the specified date may result in cancellation of the registration and will necessitate re-registering during the add/drop period. All student schedules are accessed through the BadgerWeb online database. Questions regarding registration procedures should be addressed to the Registrar's Office.

## INTERNATIONAL BACCALAUREATE (IB)

Credit will be awarded on a course-by-course basis as approved by the department. Scores of 5 or better on the higher-level examinations will be considered for credit.

## ADVANCED PLACEMENT PROGRAM

Students whose academic preparation in high school is beyond that normally expected for admission at the freshman level may qualify for advanced placement. The term "advanced placement" means that the student is placed in courses advanced beyond those normally required of an entering student and which are at a level appropriate to the student's ability. Advanced placement is usually based on results of the Advanced Placement Program (APP) of CEEB, and other national tests, as well as Spring Hill's own institutional tests.

The following chart outlines the minimum acceptable scores and the applicable course substitutions for the corresponding AP examinations.

### Advanced Placement (AP) Credit Policy

Exam Title	Minimum Grade	SHC Equivalent	Semester Hours
Studio art—drawing portfolio	3	ART Core	3
Studio art—general portfolio	3	ART Core	3
History of Art	3	ART Core	3
Biology	3	Science Core	3
Chemistry	3	Science Core	3
Computer Science A	4	CIS 221	3
Computer Science AB	4	CIS 221, 322	6
Economics—Microeconomics	3	ECO 102	3
Economics—Macroeconomics	3	ECO 101	3
English—Language and Composition	4	ENG 121	3
English—Literature and Composition	4	ENG 121	3
French Language	4	FRE 101, 102	6
	3	FRE 101	3
French Literature	4	FRE 101, 102	6
	3	FRE 101	3
German language	4	GER 101, 102	6
	3	GER 101	3
Government and Politics—Comparative	3	POL 151	3
Government and Politics	3	POL 112	3
History—European	4	HIS 102	3
History—United States	4	HIS 104	3
Latin-Vergil	4	LAT 101, 102	6
	3	LAT 101	3
Latin—Latin Literature	4	LAT 101, 102	6
	3	LAT 101	3
Mathematics—Calculus AB	4	MTH 121	4
	3**	MTH 121	4
Music Theory	3	MUS 221	3
Physics B	3	Science Core	3
Physics C (Mechanics)	3	Science Core	3
Physics C (Electricity and Magnetism)	3	Science Core	3
Psychology	3	PSY 101	3
Spanish—Language	4	SPA 101, 102	6
	3	SPA 101	3
Spanish Literature	4	SPA 101, 102	6
	3	SPA 101	3
Statistics	3	BUS 263	3

\*\* In calculus, four hours credit is awarded. Students who score a three on the calculus AP test will be awarded credit, but may, in individual cases, be required to complete MTH 121 before placement in MTH 122.

# Traditional Undergraduate Programs of Study

General core curriculum and a specific listing of requirements for each traditional undergraduate degree program follow. The requirements as presented are to be considered generally binding but not totally inflexible. Students may vary their requirements according to their particular plans and interests, but such variations must be approved by the department or division chair and by the Provost and Vice President for Academic Affairs.

From time to time the College finds it either advisable or necessary to change requirements in various curricula. New curricular requirements become effective at the time of their publication in the *Bulletin of Information* and are not retroactive. The College reserves the right to make and implement non-curricular academic policy changes at any time deemed appropriate.

The abbreviation after an instructional department is the official symbol for that subject; for example, PHL is the designation for the philosophy department. Numbers for the courses of the department are prefixed by the departmental abbreviation symbol. These symbols are used in records, reports, schedules, and transcripts.

At the beginning of each divisional section are statements of the general and specific objectives of the division and an explanation of its requirements. Not all of the courses listed under each division are offered every term; some are offered on a rotational basis. The College reserves the right to make necessary changes in course offerings and to cancel courses for which fewer than five students have enrolled at the beginning of the semester.

A lower-level course is one that is preparatory to the concentration. Lower-level courses open to freshmen and sophomores are numbered from 100 to 299. As a general rule, courses numbered from 200 to 299 are for sophomores. Upper-level courses are numbered 300 and above. Courses numbered below 100 involve basic academic skills development.

A “W” after the course title in the course description indicates a writing-enriched course that can be used in partial fulfillment of the core curriculum writing proficiency requirement. A “D” after the course title indicates a course that can be used for fulfillment of the core diversity requirement.

## **SPRING HILL COLLEGE CORE CURRICULUM— BACHELOR DEGREE PROGRAMS**

Spring Hill College is a Jesuit, Catholic, liberal arts college. The core curriculum is a central expression of its educational philosophy. It introduces students to a breadth of knowledge and skills and perspectives, laying the foundation for a lifetime of learning. The core curriculum also helps prepare students for their chosen majors or professional programs—and at the same time broadens the

way they will approach their specialties. And it gives students from *all* disciplines a sense of shared purpose as an integrated community of learning.

The core curriculum is organized around a basic principle—one that expresses our mission as a College:

## **EDUCATION FOR THE COMMON GOOD OF THE GLOBAL HUMAN COMMUNITY**

This principle reflects the Jesuit philosophy that reason, justice, and faith are linked inextricably. The College pursues this philosophy by cultivating an overlapping set of skills, competencies, and bodies of knowledge in the core curriculum.

- (1) To demonstrate **active engagement in learning**, students will be able to
  - communicate persuasively and effectively;
  - think critically about classics of literature and thought;
  - describe the scientific method and how it applies to the natural world;
  - show appreciation of the arts and the cultures that give rise to them;
  - articulate a world view that is open to new ideas and cultures;
  - apply core competencies to their chosen profession.
- (2) To demonstrate the capacity for **commitment to human rights**, students will be able to
  - analyze the way political, economic, and social factors impact both human civilization and the global environment;
  - identify the practical and personal challenges to human dignity and justice;
  - prioritize strategies for enhancing human dignity.
- (3) To demonstrate **critical reflection on the personal and social dimensions of their faith**, students will be able to
  - express an informed opinion on ultimate questions;
  - describe the major Christian traditions and Catholic history;
  - describe the values of non-Christian religious traditions;
  - become responsible leaders in service to others.

All degree candidates at Spring Hill College are required to study the core curriculum specified below, regardless of concentration or specialization. Completion of the core curriculum will ensure that graduates attain college-level competencies in critical thinking, writing, reading, and quantitative reasoning. The core curriculum for students seeking baccalaureate degrees involves 60 semester hours of study distributed as follows:

### **English: 12 Semester Hours\***

The first goal of the core curriculum is to challenge students to think critically, write persuasively, and speak effectively; the second is to explore the classics of Western literature and thought. To assist in fulfilling these goals, the



Department of English offers core courses that emphasize excellence in writing and provide a coherent sequence of the best literature of the past and present, thus challenging students to new ways of reading and thinking. Courses in cultural diversity encourage students to commit themselves to values that foster human dignity.

Students take ENG 121/190 and ENG 123/290 in their first year. These courses focus on writing instruction in conjunction with classical, modern, and contemporary literature. Upon completion of these courses, students take two sophomore level courses from the following choices: Introduction to Fiction, Introduction to Drama, Introduction to Non-fiction, and Introduction to Poetry. A cultural diversity course may be substituted for one of the above: Asian Literature, Hispanic-American Literature, African-American Literature, or Women Writers.

\*ENG 121 and 123 are graded A, B, C, or NC (no credit) the first time the student takes this course. A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course. Students must receive credit for ENG 121 before attempting ENG 123 and must pass both these courses before taking a sophomore-level course. Once students matriculate, they may not take a freshman-level English course at another institution. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

### **History: 6 Semester Hours**

The history core seeks to introduce the essential background for an educated understanding of the peoples and forces affecting the development of western societies. In a historical context, students examine and discuss issues and questions raised in the areas of literature, theology, philosophy, science, politics, art, architecture, economics, and human behavior. Through a study of primary sources and texts relating to these areas, students develop critical reading, writing, and analytical skills. The history core courses address timeless questions of past and present inequities based on race, religion, class, gender, economic status, and geography and provide insight into the common good of the global human community.

All students take HIS 101 Western Civilization to 1648. For their second history core course, students may choose either HIS 102 Western Civilization since 1648 or HIS 104 The United States since 1876.

### **Philosophy: 9 Semester Hours**

The mission of the Philosophy Department is to bring students to reflect critically on their most basic beliefs and assumptions: the nature of justice, the criteria by which we judge behavior as moral, the nature and limits of knowledge, the distinction between valid and invalid thinking, and so forth. Students develop analytical thinking skills, speaking skills, and writing skills and have an opportunity to reflect on the meaning of life.

Students take PHL 101 Introductory Logic as the introductory course. Then they take one lower level course selected from PHL 210 Ethics, PHL 220 Philosophy of Human Nature, or PHL 230 Philosophy of Religion, and any lower or upper level course. These electives focus on ethics, human nature, aesthetics, logic, metaphysics, and epistemology.

**Theology: 9 Semester Hours**

Theology is, according to the traditional definition, “faith seeking understanding.” Being religious is a central dimension of the human person and a central fact of human history and culture. The theology core provides not only essentials on Christianity—its scriptures, doctrines, rituals, and morals; it also introduces students to the scholarly study of religion, helping them grapple with ultimate questions and teaching them to begin to bring critical reason to bear on religious experience, institutions, and traditions. In accord with Spring Hill’s mission as a Catholic college, we strive to help students understand Catholicism, its history, tenets, and traditions; such study is always done with the objectivity and rigor appropriate to the scholarly study of religion and done with deep ecumenical sensitivity. Students are also introduced to the wider range of Christian traditions, as well as to world religions in a way that respects the rich insights and the dignity of these traditions and religions.

Students take THL 101/190 Western Religious Heritage as the introduction to the theological study of the Christian tradition of faith. Thereafter they may choose any two theology courses at the 200 or 300 level. Courses at the 400 level do not satisfy the core requirement.

**Foreign Languages: 0-6 Semester Hours\*\***

The Department of Foreign Languages offers to students an opportunity to acquire language proficiency and to explore foreign literatures and cultures. Language is the key that leads to understanding other people within their unique cultural context. By communicating with another person in her/his language we also acknowledge that individual’s humanity, dignity, and worth. In such a way, the study of a foreign language contributes to the education for the common good of the global human community.

After a foreign language assessment, students are placed at the appropriate level of language study. Hours needed are based on the results of this assessment.

\*\*Students may fulfill this requirement in any one of the following ways:

1. A satisfactory score on the foreign language proficiency/placement test at the low intermediate level (201).
2. The successful completion of one course at the low intermediate level (201).
3. The successful completion of one elementary course and one course at the low intermediate level (102-201) in the same language.
4. The successful completion of the two courses at the elementary level (101-102) in the same language. (SPA 105-106 will fulfill this requirement for nontraditional students only).

**Social Sciences: 6 Semester Hours**

The social sciences represent the empirical and critical study of the ways in which psychological, social, economic, and political dynamics interact to shape the human condition. To knowledgeably address social justice issues such as poverty, the death penalty, war, genocide, or immigration requires understanding of the social, economic, political, cultural, attitudinal, and behavioral context in which these issues are embedded. These disciplines provide students a foundation to integrate an empirical approach with personal values to achieve a basis for responsible action with respect to the common good.

The first social science core requirement is a foundational (100 level) course in psychology, sociology, economics, or political science. The second core requirement may be fulfilled in one of two ways:

1. By completing a foundational course in a second social science discipline;
2. By taking one of the following courses, which apply the social sciences to issues relating to justice and the common good:

ECO 453	Economic Development (D)	3
POL 363	Politics of Developing Countries (D,W)	3
POL 365	Latin American Politics (D,W)	3
POL 367	Middle Eastern Politics (D,W)	3
SOC 250	Social Problems	3
SSC 295	Issues in Social Justice (D)	3
SSC 395	Issues in Social Justice	3

### **Mathematics: 3 Semester Hours**

The study of mathematics promotes the rigorous use of analysis and logic in solving problems and, in union with the other sciences, contributes to the most objective view of our world that is available to us. Quantitative reasoning skills, honed by the scrupulous use of mathematical symbolism and language, are indispensable for an informed citizenry, no matter where on the globe. More than any one language, mathematics can be considered a method of communication understood by many peoples, regardless of their cultural diversity.

Based on placement criteria and a student's declared major (if any), the student is placed into one of the following: MTH 111 Precalculus, MTH 113 Contemporary Mathematics, MTH 121 Calculus I, MTH 122 Calculus II, MTH 140 Calculus with Business Applications, or MTH 163 Basic Statistics for the Sciences.

### **Laboratory Science: 3 Semester Hours**

The study of the sciences furthers the pursuit of intellectual growth by examining all of reality whether it is living or non-living, contemporary or historical, transient or transcendental. The rigorous intellectual nature of science makes study in this area a particularly effective way to develop the student's capacities for critical thinking and to cultivate the quest for understanding and the desire for truth.

Students select from any 200 or below science course in biology, chemistry, or physics.

### **Computer Information Systems/Mathematics/Science: 3 Semester Hours**

The study of computer science provides students with necessary knowledge, skills, and abilities to stay abreast of developments in all fields of endeavor in a rapidly changing world. Students are expected to be able to embark on a lifelong learning experience after graduation. They must therefore possess the talents necessary to continue their quest for understanding of social, economic, political, cultural, attitudinal, and behavioral issues as they emerge. The skillful use of computers is essential to this quest for continual learning. The rationales for the study of science and mathematics are stated above.

Students take any course in one of the three areas.

### **Fine Arts: 3 Semester Hours**

The fine arts are systems of communication that teach us about human interaction and creativity in problem solving. They challenge our perception, teach us to sense and interpret the world around us, and bring us pleasure. Appreciation and performance-based classes reveal how non-language-based human expression can both reflect and change the culture from which it springs. They further draw students into explorations of artistic, historical, scientific, philosophical, and religious approaches to reality.

Students select three hours from visual arts, music, dance, or theater.

## **CROSS-CURRICULAR REQUIREMENTS**

### **Cultural Diversity**

As a condition for being awarded the baccalaureate degree, students must pass a cultural diversity course. A cultural diversity course (designated D) is defined for this purpose as one that focuses on a culture outside of Europe and the English-speaking world (e.g., Middle Eastern Politics or Latin American History), has a multi-cultural topic (e.g., World Religions), or explores themes relating to a non-dominant group in American society (e.g., African-American Literature, Women's Studies, or Poverty in America). Because of the pervasive cultural diversity in the curriculum of the Nursing major, students in this program may have their D requirement waived by a petition from the division chair.

### **Writing Across the Curriculum**

As a condition for being awarded the baccalaureate degree, students must pass at least three writing-enriched courses (designated W) beyond the required four English courses (two in freshman composition and two in 200-level English). At least one W course must be in the major.

## **ENGLISH PROFICIENCY**

All students entering the College for the first time must provide test scores or take tests to demonstrate English proficiency. Students who do not demonstrate competency in the use of English will be required to take assigned reading and/or writing instruction. (Consult the Interdisciplinary and Other Programs section of this *Bulletin* for further discussion of the Basic Skills Development program.)

## **MATHEMATICS PROFICIENCY**

Students whose academic records do not demonstrate competency in mathematics will be required to take MTH 010 during their first academic year at the College if they plan to take precalculus (MTH 111). (Consult the Interdisciplinary and Other Programs section of this *Bulletin* for further discussion of the Basic Skills Development program.)

## **INFORMATION LITERACY**

A fundamental, supporting outcome of undergraduate education is a student's ability to understand and to use competently information resources and

technologically based tools relevant to the work of today's researcher and scholar. To this end, freshman students will visit the Burke Memorial Library to be introduced to layout, service options, and the computer information sources available. Building on this introduction, students in the second English class receive bibliographic instruction from the library staff in preparing the required research paper. In addition, each major program will identify and incorporate information literacy goals for its graduates.

## **GENERAL REQUIREMENTS FOR TRANSFER STUDENTS**

Transfer students seeking the bachelor degree are expected to fulfill all core curriculum and cross-curricular requirements, with the following exceptions:

1. For every year as a full-time student at Spring Hill College, there is a requirement of one philosophy and one theology course with a minimum of two (maximum of three courses) in each department;
2. Transfer students who begin their studies at Spring Hill as sophomores must pass three writing-enriched courses;
3. Transfer students who begin their studies at Spring Hill as juniors must pass two writing-enriched courses; and
4. Transfer students who begin their studies at Spring Hill as seniors must take one writing-enriched course.

This policy applies only to students transferring to Spring Hill College from another college or university. It does not apply to newly matriculating freshmen or to students who have previously been enrolled, withdrawn, and subsequently been readmitted to Spring Hill, regardless of whether they attended another institution in the interim.

## **ASSOCIATE DEGREE PROGRAMS**

### **CORE CURRICULUM**

The core curriculum for associate-degree-seeking students involves thirty-three semester hours of study distributed as follows:

#### **English: 6 semester hours**

English 121 and 123. ENG 121 and 123 are graded A, B, C, or NC (no credit) the first time the student takes this course. A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course. Students must receive credit for ENG 121 before attempting ENG 123.

#### **Philosophy: 6 semester hours**

First course: PHL 101. Second course: a lower-level course selected from 210, 220 or 230.

#### **Theology: 6 semester hours**

THL 101 followed by any 200- or 300-level course with prerequisites fulfilled.

**History: 3 semester hours**

HIS 101 or another course with approval of the chair of the history department.

**Social Science: 3 semester hours**

Any social science course as long as the course has no prerequisite or the student has satisfied the prerequisite for it. The three hours must be taken from one of the subject areas in the social sciences—economics, political science, psychology and sociology. For students in the A.S. in Business or Information Systems, this course may not be in economics.

**Mathematics/Sciences/Computer Science: 6 semester hours**

Any two courses in computer science, mathematics, or science (biology, chemistry or physics) with no more than three semester hours selected from one grouping. For students in the A.S. in Business or Computer Information Systems programs, MTH 111 and one science course (with laboratory) are required. In addition, prerequisites must be observed when making the selections.

**Fine Arts: 3 semester hours**

Completion of three credit hours selected from visual arts, music, dance, or theater.

**PROFICIENCY REQUIREMENTS**

The proficiency requirements in reading, English, and mathematics listed above for the bachelor degree programs also apply to associate degree programs.

**CORE CURRICULUM REQUIREMENTS FOR TRANSFER STUDENTS**

In addition to meeting the residency requirements for transfer students, such students shall be required to take one philosophy or one theology course for each semester, or equivalent, of enrollment in the associate degree program, as evenly distributed between the two departments as possible.

# Division of Business

**Division Chair/Program Director: Glenda A. Partridge, D.B.A. Candidate**

The Division of Business seeks to prepare students for successful leadership positions in small and large businesses in the private sector and in public and non-profit organizations. We intend to provide professional business education in an environment of respect for the importance of both Jesuit ideals and liberal arts education. We view the core curriculum and the business curriculum as complementary parts of the Spring Hill educational experience.

The Division of Business offers a Bachelor of Science (BS) degree in business administration with concentrations in the following areas: accounting, economics and finance, computer information systems, international business, marketing, and management. The lower- and upper-division business requirements impart to all students a broad-based, principles-level exposure to each of the functional areas, after which each student selects one area as a concentration for more in-depth study. The faculty believes that the business sector of American society is a vital set of institutions and that, consistent with the Jesuit ideals of the College, our students should be prepared to make a positive contribution to these institutions and to society in general. Accordingly, business concentrations aim to impart knowledge in accordance with liberal arts ideals and to communicate to students appropriate principles of ethical professional and social behavior.

## REQUIREMENTS

Students in all B.S. degree programs in the Division of Business must complete a set of lower-division requirements, a set of upper-division requirements, and an area of concentration. All concentrations except the joint B.S.-M.B.A. with accounting electives have the same lower- and upper-level core body of knowledge requirements. (See the section of this *Bulletin* on the joint B.S.-M.B.A. with accounting electives for details on that program.) For all B.S. degree concentrations the common set of required courses is:

### **Bachelor of Science in Business Administration**

#### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & 264	Business Statistics and Management Science	6
MTH 140 <i>or</i> 121	Business Calculus or Calculus I	3-4
BUS 210	Business Communication	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 301	Business Law I	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
CIS 381 <sup>1</sup>	Information Systems	3
BUS 320	International Business	3
BUS 499	Business Strategy and Policy (comprehensive experience)	3

<sup>1</sup>Accounting concentrations should register for this course as ACC 381.

**Social Sciences:**

One non-economics social science course must be taken from a discipline among sociology, political science, or psychology.

**Mathematics:**

MTH 111 Precalculus should be taken to meet core requirements. If a sufficiently high score on the college mathematics placement examination is achieved, MTH 140 or 121 can be used to satisfy the core requirement.

**Comprehensive Experience:**

All Spring Hill College students are required to have some synthesizing experience in their major field. To fulfill this requirement, all undergraduate business students take BUS 499 Business Strategy and Policy for their comprehensive experience. Those students working on their joint B.S.-M.B.A. with accounting electives will take BUS 599 Business Strategy and Policy for their comprehensive experience.

**Senior Examination:**

All business majors must satisfactorily complete a national business exam during their senior year (standard for passing to be set by the faculty). Students with unsatisfactory grades on this exam, which is part of the comprehensive experience for each student, may be required to repeat foundation classes or to undertake additional study on key topics. Those students working on their joint B.S.-M.B.A. with accounting electives must also earn a passing score on the national Masters in Business Administration (MBA) exam (standard for passing set by the faculty), which is given as an integral part of the capstone course for the MBA program, BUS 599 Business Strategy and Policy.

**Grade Requirements:**

A grade of C- or better is required in all business courses in order to have the course counted as part of the lower-level, upper-level or concentration requirements. A student receiving a grade below C- in any of these courses must repeat the course until the required grade is achieved. This requirement also applies to business courses fulfilling college core requirements (CIS 115, ECO 101, ECO 102, MTH 140).



**Writing Enhanced Courses:**

Students can expect extensive writing assignments in essentially all upper-division business courses and in some lower-division business courses. Assignments will be evaluated not only on subject content but on grammar and style as well. Five courses are specifically designated as “Writing Enhanced” (designated by “W” after the course title in the course description list) in accordance with the College’s Writing Across the Curriculum initiative. These courses are BUS 210 Business Communication, BUS 499 Business Strategy and Policy, BUS 320 International Business, ECO 321 Money and Capital Markets, and CIS 403 Systems Organization.

**Oral Communication Competency:**

All students must show competency in oral communication. A student must document such competency by making a grade of C- or better in BUS 210 Business Communication.

**ACCOUNTING (ACC)**

Spring Hill College offers a four-year accounting degree, a B.S.-M.B.A. with accounting electives, and a minor in accounting. The four-year accounting degree is designed for students interested in a solid accounting background who do not wish to sit for the “Certified Public Accountant” (CPA) exam or who desire to take additional courses at other institutions to qualify for the CPA exam. Students pursuing the non-CPA path might consider careers in corporate accounting departments, taxation, banking, or many other areas. The program gives the student a firm background that includes mathematical and statistical analysis essential to understanding the technological developments in modern management. The specialized instruction, together with that provided by the liberal arts courses included in the program, is intended to give the student a foundation suitable for leadership positions in industry, commerce, or institutional management.

In most states, however, the four-year accounting degree will not give the student adequate hours to be eligible to take examinations leading to the designation “Certified Public Accountant” (CPA). Under guidelines of the American Institute of Certified Public Accountants (AICPA), most states, including Alabama, require students to pursue a 150-hour degree program to sit for CPA examinations. Under the four-year accounting degree option, students desiring CPA status will need to return to school to complete the AICPA 150-hour requirement. (See section entitled “Joint B.S.-M.B.A. with Accounting Electives.”)

**Four-Year Accounting Degree**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ACC 301 & 302	Intermediate Accounting I and II	6
ACC 331	Management Cost Analysis	3
ACC 351	Federal Income Tax	3
ACC 401	Advanced Financial Accounting	3
ACC 481	Auditing	3

### Minor in Accounting

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263	Business Statistics	3
ACC 331	Management Cost Analysis	3
ACC 301 & 302	Intermediate Accounting I and II	6
ACC 351	Federal Income Tax	3

### JOINT B.S.-M.B.A. WITH ACCOUNTING ELECTIVES

**Program Director: Robert M. Bracken, D.B.A.**

In response to the AICPA guidelines, Spring Hill College has developed a unique five-year program (154 hrs.) for students wishing a career in public accounting, who want the flexibility of obtaining an M.B.A. degree. This program is for those exceptional students who are willing to take the Graduate Management Admissions Test (GMAT) before the spring semester of their junior year, and who can meet the admission standards of the M.B.A. program. Students pursuing this option must work closely with the graduate business advisor and their undergraduate advisor to ensure that all foundation classes for the M.B.A. are completed before the beginning of their senior year. Students in this program should be prepared to take night classes their senior and fifth years.

This exceptional program enables the student to graduate after five years with two degrees awarded at graduation: a B.S. in Business Administration with a concentration in public accounting and a Masters of Business Administration degree with accounting electives. The total program involves a minimum of 154 semester hours. The undergraduate core requirements, business and college wide, are unchanged, except for four variations: BUS 530 Business Ethics can be used to help satisfy the undergraduate core requirement in philosophy; BUS 540 Quantitative Business Analysis for BUS 264 Management Science; BUS 599 Business Strategy and Policy for BUS 499 Business Strategy and Policy; and BUS 320 International Business is not required. (The international component of the five-year program is satisfied through completion of ACC 402 Multinational Accounting.)

Admission into Spring Hill College as an undergraduate does not guarantee admission into the B.S.-M.B.A. program. A student must have junior standing to apply for this program. Unconditional admission requires a minimum 3.00 grade point average at the close of the semester before application, an acceptable GMAT score, and 1000 points based on the formula (undergraduate GPA x 200 + GMAT score). While a conditional entry status may be possible for students who come close to the admission standard but do not reach it, students should not count on entry through this means. Once accepted into the program, students must meet all graduate requirements for their graduate-level studies. See the graduate portion of this *Bulletin* for details on admission categories. Also see the section of this *Bulletin* concerning fees for tuition charges in the fourth and fifth year of this joint

program. The undergraduate business curriculum, including both the general business core and the specialized accounting classes, will consist of the following lower- and upper-division courses:

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 210	Business Communication	3
BUS 263	Business Statistics	3
MTH 140 <i>or</i> 121	Business Calculus or Calculus I	3-4

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 301	Business Law I	3
FIN 301	Financial Management	3
ACC 381	Information Systems	3
ACC 331	Management Cost Analysis	3

### UNDERGRADUATE CONCENTRATION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 302	Business Law II	3
ECO 321	Money and Capital Markets	3
ACC 301 & 302	Intermediate Accounting I and II	6
ACC 351	Federal Income Tax	3
ACC 401	Advanced Financial Accounting	3
ACC 402	Multinational Accounting	3
ACC 481	Auditing	3

In addition to the undergraduate curriculum, students must take the following set of graduate courses:

### GRADUATE COURSES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 505 <sup>1</sup>	Management and Marketing Foundation	3
BUS 520	Organizational Behavior	3
BUS 530 <sup>2</sup>	Business Ethics and Social Responsibility	3
BUS 531	Legal Environment of Business	3
BUS 540	Quantitative Business Analysis	3
BUS 550	Managerial Economics	3
BUS 560	Management of Financial Resources	3
BUS 570	Marketing Management	3
BUS 599	Business Strategy and Policy (comprehensive experience)	3
ACC 530	Accounting for Management Control	3
ACC 542	Not-For-Profit Accounting	3
ACC 551	Advanced Federal Taxation	3
ACC 581	Advanced Auditing	3

<sup>1</sup>Students may substitute MGT 301 and MKT 311 for BUS 505 at their election.

<sup>2</sup>BUS 530 can be used to help satisfy the undergraduate core philosophy requirement.

### **LOWER-DIVISION COURSES**

**ACC 201. Principles of Accounting I (3)** A study of accounting principles and concepts related to the preparation of financial statements and communication of economic information to management and other interested parties.

**ACC 202. Principles of Accounting II (3)** A continuation of the study of financial accounting emphasizing corporate accounting. Payroll accounting, cash flow management, and financial statement analysis will be covered for all forms of the business organization. In addition, management accounting and management's use of accounting data will be studied. Prerequisite: ACC 201.

### **UPPER-DIVISION COURSES**

**ACC 301-302. Intermediate Accounting I-II (6)** A study of more advanced principles of accounting. Includes corrections of statements and analysis of financial and operating statements. Prerequisite: ACC 202.

**ACC 331. Management Cost Analysis (3)** A study of process costs, standard costs, distribution costs, and budgeting. Emphasis is on managerial uses of accounting information for decision-making, planning, and control. Prerequisite: ACC 202.

**ACC 351. Federal Income Tax (3)** A study of federal income tax law, with emphasis on individual income tax problems. Prerequisite: ACC 202.

**ACC 381. Information Systems (3)** An intensive study of the effective application of computers to the solution of business, accounting, finance, and economic problems. Basic systems analysis concepts and techniques used in data processing are covered. Prerequisites: CIS 115 and ACC 202.

**ACC 401. Advanced Financial Accounting (3)** Advanced topics in financial accounting including partnerships, business combinations (basic), fund accounting (basic), futures contracts (basic), post-retirement benefits, post-employment benefits, troubled debt restructurings, SEC accounting, and financial instruments. Prerequisite: ACC 302.

**ACC 402. Multinational Accounting (3)** A study of the international accounting environment including business combinations, foreign currency transactions, branch accounting, financial instruments, segment reporting, translation of foreign financial statements, futures contracts, and derivative assets. Prerequisite: ACC 401.

**ACC 481. Auditing (3)** The theory and practice of auditing and supplemental readings; comprehensive treatment of internal control and the ethics of auditing. Prerequisite: ACC 302.

**ACC 490. Independent Study (1 to 6 credits, to be arranged)** Special work not covered in required courses; accounting for specific industries, controllership problems, and others selected by the students with approval of the staff. Periodic conferences, bibliography report, and final examination required. Prerequisite: permission of instructor.

## GRADUATE COURSES

**(Prerequisite: admission into the graduate program)**

**ACC 530. Accounting for Management Control (3)** This course is intended to provide a comprehensive overview of how accounting systems—particularly cost accounting systems—allow the manager to exercise control over the operation of the business firm. Prerequisite: ACC 201 and ACC 202.

**ACC 542. Not-For-Profit Accounting (3)** Theory and practice of government and not-for-profit organization accounting. Emphasis is on local government units, hospitals, and colleges and universities. The special topics of SEC reporting and personal financial statements are also studied. Prerequisite: ACC 401 or its equivalent.

**ACC 551. Advanced Federal Taxation (3)** A study of the income tax implications of corporate and partnership formation, operation and liquidation. Specially taxed corporations, including S corporations, personal service corporations, foreign sales corporations, and personal holding companies will be surveyed. Income taxation of estates and trusts will also be introduced, as will federal wealth transfer taxation. Prerequisite: ACC 351 or its equivalent.

**ACC 581. Advanced Auditing (3)** Studies in the practice of auditing. A case approach is used to illustrate the selection and application of specific auditing procedures including statistical sampling and other analytical tools. Auditor's liability will be discussed. Prerequisite: ACC 481 or its equivalent.

## BUSINESS ADMINISTRATION (BUS)

The following courses are offered as components of the upper- and lower-level business requirements and/or as service courses to non-business majors.

### LOWER-DIVISION COURSES

**BUS 210. Business Communication (3) (W)** This course will develop and enhance written and oral communication skills, with particular attention to the skills required for successful communication in the business firm. The course is designed to assist students in developing their skills in interpersonal communication, public speaking, and effective business writing. (Bibliographic instruction course. Writing enhanced course.) Prerequisites: ENG 123 and at least one sophomore-level English course.

**BUS 263. Business Statistics (3)** An analysis of organizing and summarizing data, probability concepts, probability distributions, statistical inference (estimation and hypothesis testing), Chi-square analysis, regression, and non-parametric analysis. Prerequisite: MTH 111 and CIS 115.

**BUS 264. Management Science (3)** An introduction to a broad range of topics in the field of management science including: decision theory, linear programming, non-linear and dynamic programming, transportation and assignment models, network models (PERT-CPM), Markov chains, game theory, inventory models, queuing theory, and simulation models. Prerequisite: BUS 263.

**UPPER-DIVISION COURSES**

**BUS 301. Business Law I (3)** This course will give an informative, enthusiastic, and interesting introduction into many areas of the law, including contracts, torts, criminal law, civil procedure, corporate law, property, the court system, and all areas of employment law. Practical application of such law will be heavily emphasized.

**BUS 302. Business Law II (3)** This course will cover many advanced areas of the law, including domestic and international sales and lease contracts, negotiable instruments, creditors' rights, secured transactions, bankruptcy, agency, business organizations, and labor and employment relations. Prerequisite: BUS 301.

**BUS 320. International Business (3) (W)** An overview of business in an international environment, incorporating economic, management, marketing, and financial implications of international transactions. Topics include exchange rates, trade policy, international institutions, global theory, and cultural aspects of business.

**BUS 490. Independent Study in Business Administration (credit to be assigned)** Readings, research, and reports in various fields of business administration. Prerequisite: permission of instructor.

**BUS 499. Business Strategy and Policy (3) (W)** A capstone course in top management strategy and policy formulation. Actual cases are used as a basis for discussions and preparation of reports which call for executive decision-making. The course builds upon and integrates the core subjects in the business curriculum. This is the comprehensive experience for all business majors and must be taken in the senior year of study. (Writing enhanced course.)

**COMPUTER INFORMATION SYSTEMS (CIS)**

The objective of the concentration in computer information systems is to equip students with the skills and knowledge needed to allow them to work in organizations that have diverse information processing needs or to found businesses of their own, utilizing the knowledge gained in the concentration and in the overall Business curriculum. In addition to completing the common core of business classes, students choosing CIS will study e-commerce, systems analysis and design, database tools and concepts, networking, and other key information processing areas. The senior integrating course in CIS is CIS 484 Systems Analysis and Design. The course requires the student to synthesize the concepts and knowledge gained in all the courses in the concentration and, utilizing this knowledge, participate in a substantial group project. The CIS concentration is particularly designed to prepare students for careers in computer and management information departments of firms and other organizations and for additional graduate study in information systems or business. In conjunction with the entire Business curriculum, students are also trained in the fundamentals of new business creation.

## Computer Information Systems

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CIS 115	Applications in Computer Information Systems (part of Business Division Core)	3
CIS 221	Introduction to Object-Oriented Programming	3
CIS 322	Advanced Object-Oriented Programming	3
CIS 381	Information Systems (part of Business Division Core)	3
CIS 403	Operating Systems	3
CIS 484	Systems Analysis and Design	3
<i>and any 2 of the courses below:</i>		6
CIS 382	Database Management Systems (3)	
CIS 470	e-Commerce (3)	
CIS 471	Advanced Web Site Development (3)	
CIS 486	Digital Communications and Networks (3)	
CIS 495	Special Topics in Computer Information Systems (3)	

## Minor in Computer Information Systems

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CIS 115	Applications in Computer Information Systems	3
CIS 221	Introduction to Object-Oriented Programming	3
MGT 301	Management Principles	3
CIS 381	Information Systems	3
CIS 484	Systems Analysis and Design	3
<i>and any two of the following courses:</i>		6
CIS 322	Advanced Object-Oriented Programming (3)	
CIS 382	Database Management Systems (3)	
CIS 403	Operating Systems (3)	
CIS 470	e-Commerce (3)	
CIS 471	Advanced Web Site Development (3)	
CIS 486	Digital Communications and Networks (3)	
CIS 495	Special Topics in Computer Information Systems (3)	

## LOWER-DIVISION COURSES

**CIS 115. Applications in Computer Information Systems (3)** An introduction to the application of computers to the solution of a myriad of business and non-business problems. Emphasis is placed on Excel spreadsheet solutions. Word processing with MS Word, use of Internet Explorer, Power Point presentations, and web design using Front Page are also integral components of the course. Ethical issues in computer applications are addressed.

**CIS 215. Intermediate Computer Applications (3)** A second level course requiring advanced projects in Front Page web design, Power Point presentations, and Quicken. All software will be analyzed in depth and substantial lab work will be required. Prerequisite: CIS 115. Waiver of prerequisite based on competency test.

**CIS 221. Introduction to Object-Oriented Programming (3)** An introduction to the design and implementation of algorithmic solutions to problems using an object-oriented programming language such as JAVA. Problem solving methods include: modularity, reliability, testing strategies, documentation standards, encapsulation, and abstraction. Prerequisite: MTH 111 or equivalent.

#### **UPPER-DIVISION COURSES**

**CIS 322. Advanced Object-Oriented Programming (3)** The course introduces the student to object oriented programming and complex data structures in JAVA. Topics include event-driven programming, advanced data structures, and problem solving techniques for complex programming in JAVA. Prerequisites: MTH 111 or equivalent and CIS 221.

**CIS 381. Information Systems (3)** An intensive study of the effective application of computers in the data management functions of businesses. Hardware, software, and basic systems analysis techniques will be covered. Database projects in Microsoft Access database software, and investigation of e-commerce techniques and sites will constitute an integral part of the course. Prerequisites: CIS 115 and junior standing.

**CIS 382. Database Management Systems (3)** Structure, management, and design of databases including hierarchical, network, and relational database models. Students will utilize Microsoft Access to develop a complex and complete database application. Prerequisite: CIS 381 or consent of the instructor.

**CIS 403. Operating Systems (3) (W)** An introduction to computer architecture concepts and an in-depth study of the fundamentals of operating systems. Topics include memory management, CPU scheduling, concurrency, and security issues. Students will be required to demonstrate mastery of operating systems concepts by researching and presenting how the topics studied are implemented in a specific operating system. Prerequisite: CIS 221.

**CIS 470. e-Commerce (3)** The course covers the business and technological aspects of business-to-business and business-to-consumer commerce on the Internet. The student will design, construct, and present a web business using one of several web page design packages available. Prerequisites: CIS 115 and CIS 381. MKT 311 highly recommended.

**CIS 471. Advanced Web Site Development (3)** A course designed to introduce the student to web site development incorporating data technology. Microsoft Access will be the database vehicle utilized to create Data Access Pages for data presentation and data capture. Reporting, Web Server Installation, Web Page Publication, and additional web-enabled database technologies will be examined. Substantial lab work will be expected. Prerequisite: CIS 381.

**CIS 484. Systems Analysis and Design (3)** Designated as the senior integrating course within the CIS concentration. Students will be expected to have completed most of their CIS requirements prior to taking this course. The course will involve a study of the methods of analysis, design, and implementation of computer-based information systems. Design of files, user interface, database operation, and the organizational structure of a system will be emphasized. A major project involving all the primary components of CIS will be a significant portion of the course. Prerequisites: CIS 381 and senior standing.



**CIS 486. Digital Communications and Networks (3)** Design of communication systems and components, including modems, multiplexers, switching and routing equipment, transmission protocols, and network topologies. Students will consider different networking technologies from the vantage point of business policy and technical implications. Prerequisite: CIS 381.

**CIS 495. Special Topics in Computer Information Systems (3)** A course designed to address topics of special interest to CIS students. Possible areas include neural networks, Oracle database programming, and modeling and simulation. Permission of discipline director.

## FINANCE AND ECONOMICS (FIN AND ECO)

The objective of the concentration in finance and economics is to provide the student with a thorough understanding of undergraduate-level economic theory and policy and how economics relates to the financial environment of business. Specific knowledge is taught in optimal decision-making, fiscal and monetary policies, managerial finance, international trade and finance, investments, and risk. Students completing the finance and economics concentration can reasonably expect to continue their study at the graduate level or to pursue a career in private sector firms or government.

### Finance and Economics

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 301	Intermediate Microeconomics	3
ECO 321	Money and Capital Markets	3
FIN 401	Advanced Financial Management	3
Two additional upper-division ECO or FIN electives		6

### Minor in Economics

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
BUS 263 <sup>1</sup>	Business Statistics	3
ECO 301	Intermediate Microeconomics	3
ECO 321	Money and Capital Markets	3
Two additional ECO courses 3xx or 4xx		6

<sup>1</sup>Students may substitute MTH 465, Probability and Statistics.

### Minor in Finance

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ACC 201 & 202	Principles of Accounting I and II	6
ECO 102	Principles of Microeconomics	3
BUS 263	Business Statistics	3
FIN 301	Financial Management	3
FIN 316	Investments	3
FIN 401	Advanced Financial Management	3
FIN 435	International Finance	3

Students majoring in business administration with a concentration in finance and economics may not receive a minor in economics or finance.

### LOWER-DIVISION (ECO) COURSES

**ECO 101. Principles of Macroeconomics (3)** An introduction to the nature and scope of economics. Emphasis is placed upon macroeconomic aspects of the study of economics. Topics include: supply and demand analysis, inflation, unemployment, aggregate output, economic growth, and money and banking. Monetary and fiscal policy options are emphasized.

**ECO 102. Principles of Microeconomics (3)** An introduction to economics with primary emphasis on microeconomic aspects of the United States economy, such as: supply and demand, profit maximization, market structure, factor markets, public policies toward business, and some current economic problems.

**ECO 290. Honors Economics (3) (W)** An in-depth examination of a subfield of economics. The course is writing intensive. The specific subject may vary depending on interests of the individual instructor. Prerequisite: Honors standing or permission of instructor.

### UPPER-DIVISION (ECO) COURSES

**ECO 301. Intermediate Microeconomics (3)** Theory of demand and value, pricing, production, resource allocation, and general equilibrium. Prerequisites: ECO 101 and 102.

**ECO 321. Money and Capital Markets (3) (W)** A study of the operations and roles of the major participants in the financial system and the factors influencing them. Topics include: financial institutions, central banking, money, monetary policy, interest rates, financial markets, financial innovation, and regulatory reform. Prerequisites: ECO 101 and 102.

**ECO 434. International Economics (3)** Theories and issues underlying international trade, aid, investment, payments, and bilateral and multilateral institutional involvement. Prerequisites: ECO 101 and 102 and BUS 320.

**ECO 453. Economic Development (3) (D)** Introduction to the theories of economic development and growth. Major issues in the less developed countries. Current problems and alternative policies in development economics. Prerequisites: ECO 101 and 102.

**UPPER-DIVISION (FIN) COURSES**

**FIN 300. Personal Finance (3)** Application of basic finance concepts to critical consumer issues such as budgeting, housing decisions (i.e., "rent or buy," tax implications, mortgages), banking options, insurance, investing, retirement planning, consumer credit, and automobile "lease versus purchase" decisions. Business administration majors may not count this course as part of the upper-division business course requirements.

**FIN 301. Financial Management (3)** Introduction to the concepts and techniques of financial management within a business organization. Topics include the financial marketplace in which business decisions are made, valuation, forecasting, capital budgeting, financing decisions, and working capital management. Prerequisites: ACC 202, BUS 263, ECO 101, and ECO 102.

**FIN 316. Investments (3)** The course will examine such investment alternatives as stocks, bonds, options, and various specialized investment alternatives. The importance of both fundamental and technical analysis will be explored. There will be a strong emphasis on evaluating appropriate risk-return trade-offs and the implications of modern portfolio theory. Prerequisite: FIN 301 or permission of instructor.

**FIN 401. Advanced Financial Management (3)** Application of analytical tools and theory to financial decision-making in the firm. Topics include expanded study of material in FIN 301 Financial Management and other special topics such as mergers and international finance. Student practice in applications is accomplished through case studies using microcomputer spreadsheet analysis and/or computer simulation programs. Prerequisites: FIN 301 and CIS 115.

**FIN 435. International Finance (3)** A study of international capital and foreign exchange markets which examines the effects of the international business environment on the firm's financial decisions. Students will also study balance of payments, forward exchange, determination of short and long term foreign exchange rates and the impact of government policy. Prerequisites: ECO 101 and 102, FIN 301, and BUS 320.

**INTERNATIONAL BUSINESS**

The objective of the international business concentration is to provide the student with a sound background in business administration combined with specialized courses in international business, economics, and political science. The program is designed to prepare students for employment in business firms that operate internationally or for graduate studies in international business and/or relations. Students are encouraged to take a history course with an international orientation as a core requirement. Many students choose to take a career development internship with an international focus.

### International Business

<u>Course</u>	<u>Title</u>	<u>Hours</u>
POL 151 <i>or</i> POL 161 <sup>1</sup>	Comparing Nations and Cultures <i>or</i> International Politics	3
Language 201 and 202	Intermediate Foreign Language	6
POL 3xx or 4xx	Approved POL class with international focus	3
MKT 340	International Marketing	3
<i>Choose two of the following (six semester hours)</i>		6
ECO 434 <i>or</i> FIN 435 <i>or</i> ECO 453	International Economics (3) <i>or</i> International Finance (3) <i>or</i> Economic Development (3)	

<sup>1</sup>Either class can be used to partially fulfill the College's social science core requirement.

### MANAGEMENT (MGT)

The objective of the management concentration is to provide the student with a thorough understanding of the various aspects of modern management. Specific knowledge is taught in the areas of human resources management, production management, organizational theory and behavior, labor relations, and business strategy. Students completing the management program can reasonably expect to find employment in a business firm where they will apply and expand the skills developed in the classroom or to continue study at the graduate level.

#### Management

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MGT 320	Organizational Theory and Behavior	3
MGT 380	Production and Operations Management	3
MGT 421	Human Resources Management	3
Two MGT electives, or other related upper-division courses upon approval of the division chair		6

#### Minor in Management

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 263 & 264	Business Statistics & Management Science	6
CIS 381	Management Information Systems	3
MGT 301	Management Principles	3
MGT 320	Organizational Theory and Behavior	3
MGT 351	Entrepreneurship	3
MGT 421	Human Resources Management	3

**UPPER-DIVISION COURSES**

**MGT 301. Management Principles (3)** A study of the nature and principles of management. An integrated approach to the study of principles is taken through consideration of the functional, behavioral, and management science schools of thought. Prerequisites: ECO 101 and 102, and ACC 201, or permission of instructor.

**MGT 320. Organizational Theory and Behavior (3)** This course presents to the student the fundamentals of organizational theory and behavior. Special emphasis will be given to showing development of organizational theory through the classical, neoclassical, and modern periods. Also emphasized is the understanding of individual and group behavior as it applies to the problems faced by managers in both line and staff positions in the business organization. Prerequisite: MGT 301.

**MGT 351. Entrepreneurship and Small Business Management (3)** A course in the opportunities and challenges associated with starting, owning, and managing “new” and “small” businesses. Emphasis will be placed on entrepreneurial activities; legal constraints and advantages for small businesses; and the particular marketing, management, administrative, and financial issues related to small businesses. The intent is to provide students the information they need to turn inspiration and dedication into successful businesses. Prerequisite: MGT 301 or permission of instructor.

**MGT 380. Production and Operations Management (3)** An introduction to the field of production and operations management. Emphasis is placed on in-depth investigation into specific problems of scheduling, inventory control, and quality control. Prerequisites: BUS 264 and MGT 301.

**MGT 421. Human Resources Management (3)** Study of the problems of human resources management as applied to employment, development, maintenance, and utilization of a labor force. Specific topics include recruitment, selection, training, placement, transfer, promotion, wages and termination of employment. Prerequisite: MGT 301.

**MGT 423. Labor Relations (3)** An intensive survey of wage and employment theory, organization and behavior of the labor movement in the U.S., and the impact of this movement on business structure; overview of the collective bargaining process and contract negotiations. Prerequisite: MGT 301.

**MARKETING (MKT)**

The objective of the marketing concentration is to provide the student with a thorough understanding of the marketing function in modern business. Specific knowledge is taught in consumer behavior, marketing research, promotional strategies, logistics, and marketing policy. Students completing the marketing program can reasonably expect to find employment in a business firm utilizing their marketing skills or to continue their education at the graduate level.

## Marketing

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MKT 331	Consumer Behavior	3
MKT 340	International Marketing	3
MGT 380	Production and Operations Management	3
MKT 422	Marketing Research	3
MKT 450	Marketing Management	3

## Minor in Marketing

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CIS 115	Applications in Computer Information Systems	3
BUS 263	Business Statistics	3
MKT 311	Marketing Principles	3
MKT 331	Consumer Behavior	3
MKT 422	Marketing Research	3
MKT 340	International Marketing	3

### UPPER-DIVISION COURSES

**MKT 311. Marketing Principles (3)** A basic study of principles and policy for marketing decisions concerning the distribution of goods and services in both the profit and not-for-profit sectors. Special attention is given to formulation of policies and strategies as they relate to products, price, promotion, and distribution channels within the internal and external environment of the business.

Prerequisites: ECO 101 and 102, and ACC 201, or permission of instructor.

**MKT 331. Consumer Behavior (3)** A study of the theory and research in the behavioral sciences which have direct application to marketing behavior. Prerequisite: MKT 311.

**MKT 340. International Marketing (3) (D)** An in-depth course designed to analyze the structure of global markets and how an organization can successfully operate in those markets. Recognizing opportunities and developing and implementing marketing strategies to take advantage of these opportunities are discussed. Additionally, the cultural environments in which these markets exist are considered. Case studies and projects complete the course. Prerequisites: MKT 311 and MGT 301.

**MKT 355. Personal Selling (3)** A study designed to prepare students for professional selling careers by examining the personal development, techniques and strategies, and interactions with prospective customers of professional salespersons. Prerequisite: MKT 311.

**MKT 358. Retail Management (3)** An analysis of retailing functions including location, display, merchandise planning and control, promotional planning, and retail mix development. Prerequisite: MKT 311.

**MKT 422. Marketing Research (3)** A study of the application of statistical and other research techniques to the solution of marketing problems. Prerequisites: MKT 311 and BUS 263.

**MKT 443. Promotional Strategy (3)** Nature, scope, and contribution of advertising, personal selling, sales promotion, and publicity to the firm's problems of demand stimulation. Emphasis is placed on those principles and concepts that relate to the integration and organization of the promotional effort in achieving optimal allocation of the effort to facilitate movement of goods. Prerequisite: MKT 311.

**MKT 450. Marketing Management (3)** Strategies and techniques in marketing management. As the senior integrating course within marketing, this course requires the student to apply material from throughout the marketing curriculum to contemporary marketing problems. Emphasis is on decision making in the areas of product, pricing, distribution, and promotional strategies. Prerequisites: At least two courses from among MGT 380, MKT 422, and MKT 443.

## ASSOCIATE OF SCIENCE DEGREE PROGRAMS

### BUSINESS AND INFORMATION SYSTEMS

**Program Director: Glenda A. Partridge, D.B.A. Candidate**

Programs leading to the Associate of Science degree in Business and in Information Systems are available to traditional undergraduate students. These programs are designed to meet the needs of students seeking a two-year program involving substantial study in the liberal arts while developing basic competencies in either business studies or information systems.

Those desiring to study in these programs must gain admission to the College with the intention of studying for the two-year degree only; that is, students seeking the four-year bachelors degree in a business-related subject may not take the associate degree as an intermediate step in earning the four-year degree.

For a description of the requirements for the Associate Degree in Business or in Information Systems, consult the Continuing Studies section of this *Bulletin* for details.

### MINOR IN BUSINESS ADMINISTRATION

As a service to students majoring in programs other than those offered by the Division of Business, a comprehensive business administration minor is offered. The objective of this minor is to assist the student in preparation for entering a career in the business world even though the student has chosen to major in a subject area outside business. The minor curriculum is designed to provide knowledge in each of the functional areas of business administration. In addition, the minor is designed to include the prerequisite courses normally required for admission to most Master of Business Administration (M.B.A.) programs.

### Minor in Business Administration

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263	Business Statistics	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3

### JOINT B.S.-M.B.A. OR B.A.-M.B.A.

**Program Director: Robert M. Bracken, D.B.A.**

This is a five-year program for exceptional students wishing to combine an undergraduate major in a discipline other than business with an M.B.A. degree. Undergraduate business majors are not eligible to participate in this program. (There is a five-year program for accounting majors.) Students desiring to participate in this program must take the Graduate Management Admission Test (GMAT) before their junior year, must interview with the Graduate Business Program Director, and must meet the unconditional admission standards of the M.B.A. program. Admission decisions will be made before January of the junior year. All of the graduate classes will be offered at night only, and summer work may be necessary between the fourth and fifth year. Students admitted to the program must work closely with the Graduate Business Program Director to ensure that all foundation classes for the M.B.A. are completed before the middle of the junior year. This can best be accomplished by fulfilling the mathematical requirement plus pursuing a business minor early in the academic program.

Admission into Spring Hill College as an undergraduate does not guarantee admission into this program. Unconditional admission requires a minimum 3.00 grade point average at the close of the semester before application, an acceptable score on the GMAT, and 1,000 points based on the following formula: undergraduate GPA x 200 + GMAT score. While conditional entry status may be possible for students who come close to the admission standard but do not reach it, students should not count on entry through this means. Once accepted into the program, students must meet all graduate requirements. See the graduate portion of this *Bulletin* for details. Also see the section of this *Bulletin* concerning fees for tuition charges in the fourth and fifth years of this joint program.

Students must meet all undergraduate core and non-business major requirements. General elective requirements will be met by taking undergraduate business foundation courses.



**UNDERGRADUATE BUSINESS FOUNDATION CLASSES:**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101 <sup>1</sup>	Principles of Macroeconomics	3
ECO 102 <sup>1</sup>	Principles of Microeconomics	3
ACC 201 & 202	Principles of Accounting I and II	6
CIS 115 <sup>1</sup>	Applications in Computer Information Systems	3
BUS 263	Business Statistics	3
MTH 111 <sup>1</sup>	Precalculus	3
MTH 140	Business Calculus (MTH 121 may be taken instead of MTH 140)	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3

**GRADUATE CORE COURSES**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ACC 530	Accounting for Management Control	3
BUS 520	Organizational Behavior	3
BUS 530 <sup>1</sup>	Business Ethics and Social Responsibility	3
BUS 540	Quantitative Business Analysis	3
BUS 550	Managerial Economics	3
BUS 560	Management of Financial Resources	3
BUS 570	Marketing Management	3
BUS 599	Business Strategy and Policy (Capstone)	3
Four Graduate Elective Courses		12

<sup>1</sup> If CIS 115, MTH 111, ECO 101 or ECO 102, and BUS 530 are used to satisfy undergraduate core, additional undergraduate hours would total 22. Many concentrations provide for more than 22 hours of free electives.

To complete the program, semester hours of credit must total at least 154, with at least 36 hours at the graduate level.

# Division of Communication, Fine and Performing Arts

**Division Chair: Thomas J. Loehr, M.F.A.**

The Division of Communication, Fine and Performing Arts recognizes that human progress and the quality of life depend on the communication of verbal and non-verbal information, ideas, opinions, and aesthetic values. The departments of Communication Arts and Fine and Performing Arts encourage students to develop mass media and/or artistic skills appropriate to a wide range of careers, along with an appreciation for the role of mass communication and the arts in their full social contexts.

## COMMUNICATION ARTS (CMM)

**Department Chair: Thomas J. Loehr, M.F.A.**

### **Mission Statement:**

We believe there is intrinsic value for all students in examining the role of media and communications processes in our society today. They permeate our lives in both overt and subtle ways; and their serious study is very appropriate within a liberal arts context, where students are trained to be both free and responsible thinkers. For our majors we aim to cultivate a high level of media literacy and a keen awareness of the impact these media have on our life and culture. The program fosters students' critical and analytical thinking while it prepares them to engage in various media-related fields. They progress from analysis and reflection to ethical action both as consumers and as potential producers of media content. The college's mission – to strive to promote “the common good of the global human community” – is integral to our program. Modern communication methods are helping shape a new global community and are revealing the disparities among national and regional communities around the world. In addition we believe that preparing our students to eventually participate in these media fields is also a significant and worthwhile endeavor. Those majoring in Communication Arts learn skills basic for careers in a wide variety of media outlets today. Guided by strong ethical principles and a concern for justice for everyone in the global community, we attempt to develop in our students skills on a number of levels: critical, analytical, theoretical and practical. Through the various classes, numerous internships and on- or off-campus media papers and projects, students have an array of opportunities to demonstrate their mastery of these skills and their aptitudes for media careers or further study in graduate school. We expect those graduating with a degree in Communication Arts to begin the serious journey – in their personal lives and in their media careers – of being “responsible leaders in the service of others.”

A student will still be able to pass a given course within his/her major of Communication Arts with a C-. However, by the end of the senior year, all majors must have reached a minimum cumulative GPA of 2.0, both overall and within the major, in order to graduate.

**Lower-Division Requirements:** A total of 21 lower-division hours are required (7 courses).

Lower-division courses are designed to provide students with introductory level familiarity with mass communication systems, basic oral and writing competencies across the communications spectrum, and the prerequisites for an upper-division concentration in one of the three major areas listed above: Integrated Communication, Electronic Media, and Journalism.

In the first year freshmen take CMM 145 Introduction to Mass Communication, an overview of the media, of social issues in relation to the media, and of the department itself. They also take CMM 150 Introduction to Public Speaking which exposes them to the basic speaking styles and formats, including Power Point presentations, in modern communication industries.

In the sophomore year, students take additional lower-division skills courses, with CMM 251 Introduction to Media Writing and CMM 260 Visual Communication required of all Communication Arts majors. In addition they will take three more sophomore-level courses as outlined in the paradigms below, depending on their choice of concentration.

**Upper Division Requirements:** A total of 18 – 24 credit hours in CMM 300- or 400-level courses are required (6-8 courses). Also 6 – 12 credit hours of program electives outside the department are required.

On the upper-division level all Communication Arts majors are required to take the following three courses: CMM 324 Media Law and Professional Ethics, CMM 370 Theory of Mass Communication, and CMM 495 Senior Seminar. The Seminar is the synthesizing experience for Communication Arts majors. An additional 12 – 18 hours of upper-division electives are required to complete the B.A. degree in Communication Arts. The 6 – 12 hours of program electives—upper-division courses outside the department—should support the student's concentration. They would be determined in consultation with the student's advisor. Refer to the individual concentration paradigms below for more detailed procedures, requirements, and recommendations.

Majors in communication arts must earn a grade of C- or better in all CMM courses and program requirements. A course in which a student earns a grade below C- must be repeated.

**Bachelor of Arts in Communication Arts****Program Director: Thomas J. Loehr, M.F.A.****LOWER-DIVISION CMM CORE:**

12 Semester Hours (Required for all Communication Arts majors)

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 145	Introduction to Mass Communication	3
CMM 150	Introduction to Public Speaking	3
CMM 251	Introduction to Media Writing	3
CMM 260	Visual Communication	3

**UPPER-DIVISION CMM CORE**

9 Semester Hours (Required of all Communication Arts majors)

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 324	Media Law and Professional Ethics	3
CMM 370	Theory of Mass Communication	3
CMM 495	Senior Seminar	3

***Concentration Paradigms*****Integrated Communication (CAIC)****LOWER-DIVISION REQUIREMENTS**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 145	Introduction to Mass Communication	3
CMM 150	Introduction to Public Speaking	3
CMM 220	Introduction to Integrated Communication	3
CMM 251	Introduction to Media Writing	3
CMM 260	Visual Communication	3
CMM 280	Electronic Editing	3
CMM 2xx	CMM 2xx-level elective	3

**UPPER-DIVISION REQUIREMENTS**

CMM 324	Media Law and Professional Ethics	3
CMM 335	Mass Communication Research	3
CMM 365	Writing for Integrated Communication	3
CMM 366	Creative Strategies	3
CMM 370	Theory of Mass Communication	3
CMM 472	Integrated Communication Campaigns	3
CMM 495	Senior Seminar	3
CMM 3xx or CMM 4xx or MKT 311 (elective)		3

## Electronic Media (CAEM)

### LOWER-DIVISION REQUIREMENTS

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 145	Introduction to Mass Communication	3
CMM 150	Introduction to Public Speaking	3
CMM 251	Introduction to Media Writing	3
CMM 253	Introduction to Electronic Media Production	3
CMM 254	Introduction to Photography	3
CMM 260	Visual Communication	3
<i>plus any one other CMM lower-level elective</i>		3
Recommended:		
CMM 280	Electronic Editing	3

### UPPER-DIVISION REQUIREMENTS

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 324	Media Law and Professional Ethics	3
CMM 325	Television Aesthetics and Criticism	3
CMM 331	Writing for Television	3
CMM 370	Theory of Mass Communication	3
CMM 429 <i>or</i>	Electronic Field Production <i>or</i>	
CMM 430	Electronic Post Production	3
CMM 495	Senior Seminar	3
<i>plus any one or two of the following courses:</i>		3 - 6
CMM 321	Broadcast Journalism (3)	
CMM 338	Advanced Photography (3)	
CMM 371	Media History (3)	
CMM 415	Photojournalism (3)	
CMM 490	Communication Arts Practicum (if qualified; credit to be determined)	

## Journalism (CAJR)

### LOWER-DIVISION REQUIREMENTS

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 145	Introduction to Mass Communication	3
CMM 150	Introduction to Public Speaking	3
CMM 242	Feature Writing	3
CMM 251	Introduction to Media Writing	3
CMM 254	Introduction to Photography	3
CMM 260	Visual Communication	3
CMM 280	Electronic Editing	3

**UPPER-DIVISION REQUIREMENTS**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 324	Media Law and Professional Ethics	3
CMM 343	Newswriting and Reporting	3
CMM 400	SpringHillian I	3
CMM 446	Editorial & Column Writing	3
CMM 495	Senior Seminar	3
<i>plus any three of the following courses:</i>		9
CMM 321	Broadcast Journalism (3)	
CMM 361	Media Management (3)	
CMM 371	Media History (3)	
CMM 401	SpringHillian II (3)	
CMM 415	Photojournalism (recommended) (3)	
CMM 490	Communication Arts Practicum (if qualified; credit to be determined)	

**Minor in Communication Arts**

The minor in Communication Arts requires a total of twenty-four hours.

**LOWER-DIVISION REQUIREMENTS**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 145	Introduction to Mass Communication	3
CMM 150	Introduction to Public Speaking	3
CMM 251	Introduction to Media Writing	3
<i>plus one other CMM course</i>		3

**UPPER-DIVISION REQUIREMENTS**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 324	Media Law and Professional Ethics	3
CMM 370	Theory of Mass Communication	3
<i>plus two other 300- or 400-level courses (chosen in consultation with a communication arts faculty advisor)</i>		6

**LOWER-DIVISION COURSES**

**CMM 145. Introduction to Mass Communication (3)** Theoretical and descriptive survey of the processes and institutions of mass communication in modern society. Historical, political, economic, and aesthetic perspectives are addressed.

**CMM 150. Introduction to Public Speaking (3)** Instruction in principles of oral communication and practical application of those principles; principles of being an audience and their application in critique.

**CMM 220. Introduction to Integrated Communication (3)** Emphasizes a strategy of total communications to target publics through integrating the elements of advertising and public relations. Prerequisite: CMM 145.

**CMM 225. Communication for Non-Profits (3)** An introduction to mission-based communication and fund development for students interested in pursuing professional or volunteer service in the non-profit sector.

**CMM 242. Feature Writing (3) (W)** A course designed to teach students the basics of writing newspaper feature stories and magazine articles. Developing, researching, and organizing stories; practice in the techniques of article writing. Students will be required to market their work for publication, although actual publication is not a requirement of the course. Prerequisite: CMM 251.

**CMM 251. Introduction to Media Writing (3) (W)** A survey of writing formats, techniques, and styles for a number of media: newspapers, magazines, broadcasting, advertising, and public relations. Prerequisite: CMM 145.

**CMM 253. Introduction to Electronic Media Production (3)** Basic history, aesthetics, techniques and appropriate equipment in the production of audio and visual material in a variety of media contexts: advertisements & PSAs, documentary forms, journalistic stories and short narrative fiction. Emphasis on the understanding of basic elements and procedures—through practical application—in pre-production, production and post-production stages within the above categories.

**CMM 254. Introduction to Photography (3)** This course will examine, on a basic level, the nature and importance of the photographic medium today in the areas of artistic expression and documentary or social commentary. This will be accomplished primarily in photo assignments covering a variety of basic techniques primarily using digital cameras and Photoshop. Some exposure to 35mm black and white and analog enlarging. Also offered as ART 254.\*\*

**CMM 260. Visual Communication (3)** This course is designed to develop analytical and critical skills in the reading of visual imagery. Subject matter covers all visual areas with emphasis on imagery in various art and illustration formats, photography, film, television, and the world wide web. Helping students become visually literate is the primary goal.

**CMM 280. Electronic Editing (3)** A course involving the preparation and production of illustrations and copy for publication in print media and for electronic formats such as web pages. Prerequisite: CMM 251 or permission of instructor.

\*\*CMM 254 may be used to fulfill core requirements in fine arts by students who are not communication arts majors. Communication arts majors must take a fine arts course in addition to courses taken as part of the major.

## UPPER-DIVISION COURSES

**CMM 321. Broadcast Journalism (3)** A course in radio and television news emphasizing writing, production and presentation of broadcast news programs, documentaries, and live reports. Prerequisites: CMM 251 and CMM 253.

**CMM 324. Media Law and Professional Ethics (3) (W)** A course in the laws, regulations, and codes which affect mass media. Development of a professional standard of conduct. Prerequisites: Completion of departmental lower-division requirements for communication arts majors; instructor's permission for others.

**CMM 325. Television Aesthetics and Criticism (3) (W)** Critical analysis of broadcast television texts. Approaches to visual narrative, TV conventions, and the ongoing evolution of program forms will be discussed, as well as their commercial contexts and functions. Prerequisite: CMM 145 or instructor's permission.

**CMM 331. Writing for Television (3) (W)** A practical course in the art of dramatic and documentary writing for television. Students create a story and develop a teleplay. Writing techniques and approach. Prerequisite: CMM 253 or instructor's permission.

**CMM 335. Mass Communication Research (3) (W)** Survey of qualitative and quantitative research methods for mass media.

**CMM 338. Advanced Photography (3)** In this course we will explore advanced camera and printing techniques in traditional black and white and color photography and in digital imaging within the contexts of commercial and fine arts approaches. Small, medium and large formats will be employed. Prerequisite: CMM/ART 254.

**CMM 343. Newswriting and Reporting (3) (W)** An advanced course for students majoring in journalism, this course takes up where Introduction to Media Writing leaves off, offering in-depth instruction in such areas as court reporting, business reporting, beat reporting, and local government reporting. Prerequisite: CMM 251.

**CMM 361. Media Management (3)** The purpose of this course is to familiarize upper-level communications students with the business side of the media, including industry structure, media economics, the unique characteristics of the media product, the media market, and the context for problems and decision-making a manager in the media field is likely to face. Broadcast, print, cable, and advertising industries are included. Prerequisite: CMM 145 or permission of instructor.

**CMM 364. Advertising Media (3)** The study of traditional and non-traditional media as vehicles for advertising messages; includes preparation of media plans and materials, evaluation of current media issues. Prerequisite: MKT 311 or permission of instructor.

**CMM 365. Writing for Integrated Communication (3) (W)** A comprehensive writing course designed to develop professional writing skills for integrated communication practitioners including the mechanics, form and style of public relations writing and advertising copywriting. Prerequisites: CMM 145 and 251.

**CMM 366. Creative Strategies (3)** A comprehensive planning course covering the mechanics of developing creative strategies and materials to achieve goals, objectives, strategies and tactics for advertising and public relations. Prerequisite: CMM 251.

**CMM 370. Theory of Mass Communication (3)** This course will examine and evaluate the major theories of mass communication through selected readings. Research skills learned in CMM 335 will be applied in critical responses to the various theories of both old and new media. Prerequisites: completion of departmental lower-division requirements for communication arts majors or instructor's permission.

**CMM 371. Media History (3)** A variable topics course devoted to an area of media history: print and broadcast journalism, broadcasting and advertising, etc. Prerequisite: CMM 145.

**CMM 375. Gender Communication (3)** This course examines the relationship between gender and communication, particularly in the context of our modern media-saturated culture. It includes discussion of verbal and nonverbal communication patterns of males and females and the portrayal of gender roles in the media.



**CMM 400. SpringHillian I (3) (W)** Production of the weekly campus newspaper. Opportunities in newswriting, review and column writing, photography, advertising, editorial writing, on-line publishing and design. Prerequisite: CMM 251 or instructor's permission.

**CMM 401. SpringHillian II (3) (W)** Production of the weekly campus newspaper. Opportunities in newswriting, review and column writing, photography, advertising, editorial writing, on-line publishing and design. Prerequisite: CMM 400 or instructor's permission.

**CMM 415. Photojournalism (3)** An advanced course in producing photojournalistic and documentary images using either 35mm—both color and black and white—or digital formats. Final image production will be primarily in the digital domain through negative scanning for direct placement into magazines or newspapers. Prerequisite: CMM/ART 254.

**CMM 429. Electronic Field Production (3)** The planning, scripting and production stages in single-camera video forms: documentary and public relations videos; commercials and promotional announcements; short dramatic fiction. Emphasis on knowledge of and effective control over: directing techniques, composition, lighting, and location audio recording. Prerequisite: CMM 253.

**CMM 430. Electronic Post Production (3)** Advanced linear and non-linear (digital) editing techniques in video. Course follows CMM 429 and includes: on- and off-line editing; graphics, both still and animated; computer image manipulation and post production audio techniques. Prerequisites: CMM 253 and 429 or instructor's permission.

**CMM 446. Editorial and Column Writing (3) (W)** Background and practice in the writing of editorials for various media; review writing, column writing, satirical writing. Review and application of persuasive techniques. Prerequisite: CMM 251 or consent of instructor.

**CMM 472. Integrated Communication Campaigns (3)** A course in which students (1) prepare a comprehensive communication campaign, including research, planning, and creative strategy, and (2) develop materials for implementation by and for a real-world client. Prerequisite: upper division status.

**CMM 489. Independent Study (1-3)** Individualized study or research with a faculty supervisor on topics not covered in scheduled courses. A substantial paper or project should result. Topics and all other requirements must be agreed upon in writing before student begins independent study. Prerequisite: Instructor's permission.

**CMM 490. Communication Arts Practicum (credit to be determined)** Internship with local media companies, including radio and television stations, newspapers, advertising agencies, and audiovisual centers. Prerequisites: 2.5 GPA and permission of the internship director.

**CMM 495. Senior Seminar (3) (W)** Designed to provide communication arts seniors with a capstone experience to synthesize their undergraduate programs and build towards career or graduate study plans through a major research or applied project. Offered fall and spring for communication arts seniors only. Prerequisite: CMM 370.

**CMM 499. Special Studies (3)** A course in one of several specialized areas. The content of the course will vary to suit the needs of the students and interests of the faculty.

## **FINE AND PERFORMING ARTS (ART, MUS, THR)**

**Department Chair: Stephen F. Campbell, S.J.**

The arts are systems of communication that teach us about human interaction and creativity in problem solving. They challenge our perceptions and teach us to sense and interpret the world around us, and they bring us pleasure.

Students may choose from a variety of courses in art, music, dance and drama. Appreciation and performance-based classes reveal how personal expression can both reflect and change the culture from which it springs, develop creative approaches to problem solving, communicate in profound and exciting ways, and help us all learn what it is to be fully human and alive.

Students majoring in Fine Arts programs at Spring Hill have four options: Studio Art, Art Therapy, Art Business, and Graphic Design which open up a variety of career options. Because our programs are pre-professional in nature, some choose to attend graduate school as a first step. Our graduates include professional artists represented in galleries and private collections here and abroad. Some have become art therapists or use art therapy in combination with other counseling methodologies. Some work in galleries or museums. Our graduates have also illustrated books and worked in advertising/graphic design. Other career options include becoming arts managers, working with individual artists and art organizations, and working in other art-related fields, such as interior design.

### **CORE CURRICULUM: FINE ARTS**

All courses labeled ART, ARH and MUS may be directed toward fulfillment of the core curriculum requirement of 3 credit hours of course work in fine arts. THR courses in performance (THR 148, 149, 245, 248, 249, 250, 340, 341, 493, and 494) may be applied toward the core requirement. THR courses in Dramatic Literature and Theater History do not fulfill the core requirement in Fine Arts.

### **FINE ARTS MAJORS**

#### **Requirements**

In addition to the college core curriculum requirements, students in all bachelor degree programs in fine arts must complete lower-division course work that includes ART 101 Two-Dimensional Design, ART 102 Drawing I, ART 202 Drawing II, and nine hours of lower-division course work. Upper-division course work, including program electives, consists of thirty to thirty-six hours at the 300 level or above as specified below for each curriculum.

The comprehensive experience (ART 491 Senior Seminar) may be fulfilled as an internship or senior exhibit.

Oral competency is required of all fine arts majors. A student may document such competency by passing CMM 150, THR 250, or demonstrating competency.

## STUDIO ART

**Program Director: Stephen F. Campbell, S.J.**

This is a traditional curriculum for art students. Students selecting this major may choose to become practicing artists/designers or to pursue a graduate education in a studio area.

### Bachelor of Arts in Studio Art

#### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design*	3
ART 102	Drawing I	3
ART 202	Drawing II	3
ART 1xx or 2xx	Fine Art Electives	9

\* Fulfills core requirement for fine arts majors.

#### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 3xx or 4xx	Fine Art Electives	18
ART 491	Senior Seminar	3
<b><u>Program Electives:</u></b>		
ARH 310	Prehistoric to Renaissance Art	3
ARH 311	Renaissance to Modern Art	3
ARH 312	Modern Art	3

### Minor in Studio Art

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design	3
ART 102	Drawing I	3
ART 1xx - 2xx	Lower-division visual arts electives	6
ART 3xx - 4xx	Upper-division visual arts electives	9

## ART-BUSINESS

**Program Director: Stephen F. Campbell, S.J.**

This major is designed for those students wishing to acquire business skills as well as art skills. It is geared to those who may wish to pursue a career in arts management, manage a community arts program or foundation, run an art-related business, or be better prepared to deal with the business aspects of selling their own work. The comprehensive experience, ART 491, may be fulfilled with a senior exhibit or an internship, at the discretion of the department.

## **Bachelor of Arts in Art-Business**

### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design*	3
ART 102	Drawing I	3
ART 202	Drawing II	3
ACC 201	Principles of Accounting I	3
ART 1xx or 2xx	Fine Art Electives	9
CIS 115	Applications in Computer Information Systems**	3

\*Fulfills core requirements for fine arts majors

\*\*Fulfills MTH/SCI/CIS core requirement

### **UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ARH 310	Prehistoric to Renaissance Art	3
ARH 311	Renaissance to Modern Art	3
ARH 312	Modern Art	3
ART 3xx or 4xx	Fine Art Electives	9
MKT 311	Marketing Principles	3
MGT 301	Management Principles	3
ART 491	Senior Seminar	3
<b>Choose any three:</b>		9

BUS 301 Business Law I (3)

MKT 443 Promotional Strategy (3)

MGT 351 Entrepreneurship (3)

ACC 202 Principles of Accounting II (3)

BUS 499 Business Strategy and Policy (3)

## **ART THERAPY**

**Program Director: Stephen F. Campbell, S.J.**

The curriculum in art therapy combines course work in fine arts and psychology to provide the foundation for graduate work necessary for a career in this field (normally the ATR). Art therapists work with diverse client groups dealing with such issues as eating disorders, emotional problems, abuse, addictions and terminal illness, or with the aged, or blind/deaf/autistic children. PSY 446 Internship serves as the comprehensive experience for this major.

## Bachelor of Arts in Art Therapy

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design*	3
ART 102	Drawing I	3
ART 202	Drawing II	3
PSY 101	General Psychology	3
PSY 263	Statistics for the Social Sciences	3
ART 1xx or 2xx	Fine Art Electives	9

\*Fulfills core requirement for fine arts majors

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ARH 310	Prehistoric to Renaissance Art	3
ARH 311	Renaissance to Modern Art	3
ARH 312	Modern Art	3
ART 3xx or 4xx	Fine Art Electives	6
PSY 304	Developmental Psychology	3
PSY 320	Personality Theories	3
PSY 325	Abnormal Psychology	3
PSY 342	Introduction to Creative Arts Therapy	3
PSY 445	Approaches to Psychotherapy	3

## GRAPHIC DESIGN

**Program Director:** Stephen F. Campbell, S.J.

### Bachelor of Arts in Graphic Design

The graphic design major offers comprehensive training in traditional and computer-aided graphic design in the context of a broad liberal arts curriculum. More career based than the studio art program, the graphic design program maintains the integrity of liberal arts values, while providing each student a unique perspective and the skills necessary to compete in a demanding market.

This concentration requires several Communication Arts courses to be taken. For those majoring or minoring in Graphic Design, any prerequisites listed for a Communication Arts course DO NOT apply. Note that ART 491 (Senior Seminar) and CMM 490 (Communication Arts Practicum) are both required.

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design*	3
ART 102	Drawing I	3
ART 202	Drawing II	3
ART 208	Introduction to Computer Graphics	3
ART 220	Graphic Design I	3
CMM 145	Introduction to Mass Communication	3
CMM 280	Electronic Editing	3
<b>Choose any two:</b>		6
ART 206	Painting I (3)	
ART 209	Three-Dimensional Design (3)	
ART 240	Typography (Highly Recommended) (3)	
ART 254	Introduction to Photography (3)	
CMM 260	Visual Communication (3)	

\*Fulfills core requirement for fine arts majors.

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ARH 310 <i>or</i>	Prehistoric to Renaissance Art <i>or</i>	
ARH 311	Renaissance to Modern Art	3
ARH 312	Modern Art	3
ART 320	Graphic Design II	3
ART 420	Graphic Design III	3
ART 491	Senior Seminar	3
CMM 490	Communication Arts Practicum	3
<b>Choose any two:</b>		6
ART 302	Illustration Techniques (3)	
ART 306	Painting II (3)	
ART 321	Web Site Design (3)	
ART 406	Painting III (3)	
<b>Choose any three:</b>		9
CMM 324	Media Law and Professional Ethics (3)	
CMM 325	Television Aesthetics and Criticism (3)	
CMM 338	Advanced Photography (3)	
CMM 364	Advertising Media (3)	
CMM 366	Creative Strategies (3)	
CMM 430	Electronic Post Production (3)	

Prerequisites for CMM courses DO NOT apply for Graphic Design majors and minors only.

## Minor in Graphic Design

The minor program in graphic design requires 18-24 semester hours of course work. At least 8 hours must be at the upper-division level.

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 101	Two-Dimensional Design*	3
ART 102	Drawing I	3
ART 208	Introduction to Computer Graphics	3

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ART 220	Graphic Design I	3
ART 320	Graphic Design II	3
ART 420	Graphic Design III	3

#### Program Electives:

ART or ARH 1xx/2xx/3xx/4xx	6
CMM 1xx/2xx/3xx/4xx	3

\*Fulfills fine arts core requirements.

### VISUALART: LOWER-DIVISION COURSES

**ART 101. Two-Dimensional Design (3)** A studio course introducing the basic elements and principles of design through projects in a variety of media.

**ART 102. Drawing I (3)** Fundamental approaches to drawing techniques in various media.

**ART 103. Ceramics I (3)** An introduction to the use of basic hand-building techniques in forming functional and sculptural objects in clay.

**ART 202. Drawing II (3)** A continuation of Drawing I, with special attention paid to drawing the figure and to color drawing. Prerequisite: ART 102.

**ART 204. Textile Printing (3)** An introduction to silk screening on fabric using various stencil and registration techniques.

**ART 205. Silk Screen Printing (3)** Introduction to the medium of serigraphy on paper with an emphasis on exploring various techniques. Prerequisites: ART 101 and 102 or permission of the instructor.

**ART 206. Painting I (3)** An introduction to painting with problems based on color composition and the development of visual ideas. Prerequisites: ART 101 and 102 or permission of the instructor.

**ART 208. Introduction to Computer Graphics (3)** An introduction to the use of the Macintosh computer to generate images for advertising and fine art applications. Topics will vary.

**ART 209. Three-Dimensional Design (3)** An introduction to visual expression in three dimensions, developing the capacity to see and manipulate form, texture, light, and color in space.

**ART 220. Graphic Design I (3)** An introduction to visual communications, including the relationship between word and image in a two-dimensional space. Emphasis is placed on creativity and idea development methods, design and visual perception and the entire process from visualization to production. Major topics

include: the elements and principles of design as applied to graphic design, Gestalt psychology, typography and basic graphic design theory. Assignments give students a chance to use the tools of the graphic designer in applying theory to practical problems. Prerequisite: ART 101.

**ART 240. Typography (3)** A studio course in the use of typography. Students gain insight into typographic design as they complete studies (on Mac computers) revealing underlying concepts of typographic form and meaning. (A highly recommended elective.) Prerequisite: ART 208 or 220.

**ART 254. Introduction to Photography (3)** Same course as CMM 254.

**ART 299. Special Topics (1-3)** Course work offered by visiting artists and other special topics not in regular course offerings. These may be used by art majors and minors to fulfill art credit at the discretion of the department.

### **VISUAL ART: UPPER-DIVISION COURSES**

**ART 302. Illustration Techniques (3)** An introduction to the art and discipline of illustration, creating visual images that communicate ideas and information.

**ART 303. Ceramics II (3)** An exploration of design concepts in clay using both hand-building and wheel techniques. Prerequisite: ART 103.

**ART 304. Textile Printing II (3)** An extension of Textile Printing I involving further exploration of stencil and registration techniques for silk screening textiles. Prerequisite: ART 204.

**ART 306. Painting II (3)** A course in color theory and painting techniques. Problems include art historical research and visual problem solving. Prerequisite: ART 206.

**ART 307. Introduction to Printmaking (3)** Exploration of printmaking techniques with emphasis on intaglio processes. Prerequisite: ART 101 or 102.

**ART 320. Graphic Design II (3)** The use of more advanced tools, visualization media and techniques will be explored, with an emphasis on portfolio development. Prerequisite: ART 220.

**ART 321. Web Site Design (3)** Introduction to basic principles of good web site design and development. Students participate in a series of hands-on exercises, research and reports ending in the development of an original web site. Prerequisite: ART 208 or ART 220 or permission.

**ART 338. Advanced Photography (3)** Same course as CMM 338. Prerequisite: CMM/ART 254.

**ART 403. Ceramics III (3)** An extension of Ceramics II. Prerequisite: ART 303.

**ART 404. Textile Printing III (3)** An extension of Textile Printing II. Prerequisite: ART 304.

**ART 406. Painting III (3)** A course which stresses independent development and execution of visual ideas in paint media. Prerequisites: ART 306 and permission of instructor.

**ART 407. Advanced Printmaking (3)** Skills in intaglio printing will be developed and non-traditional methods of printmaking will be explored. The course includes research in the history of printmaking. Prerequisite: ART 307.

**ART 416. Painting IV (3)** An extension of Painting III. Prerequisites: ART 406 and permission of the instructor.

**ART 420. Graphic Design III (3)** This course focuses on the refinement of graphic design skills, collaborative processes, portfolio development, presentation skills and professional practices. Prerequisite: ART 320.



**ART 491. Senior Seminar (3) (W)** Comprehensive experience. Studio art majors will complete work and plan and execute a senior exhibit. Art/business majors may have a senior exhibit or complete an internship at the discretion of the department.

**ART 499. Special Topics (1-3)** Work in a special area of studio art. Hours and credit to be arranged by the department chair.

#### **ART HISTORY/APPRECIATION: LOWER-DIVISION COURSES**

**ARH 100. Art Appreciation (3)** A broad overview of the visual arts. Not intended for art majors.

**ARH 200. The Great Artists (3)** A quick survey of the greatest visual art and artists of the Western World. Not intended for art majors.

**ARH 299. Special Topics (TBA)** Work in a special area of art history or research. Hours and credit to be arranged by the department chair.

#### **ART HISTORY/APPRECIATION: UPPER-DIVISION COURSES**

**ARH 310. Prehistoric to Renaissance Art (3) (W)** A survey of the major visual art forms of Western civilization from their prehistoric beginning into the Renaissance.

**ARH 311. Renaissance to Modern Art (3) (W)** A survey of the major visual art forms of Western civilization from the Renaissance to the twentieth century.

**ARH 312. Modern Art (3) (W)** An investigation of major movements in visual art of the twentieth century. (Bibliographic instruction course) Prerequisite: ART 310 or 311.

**ARH 499. Special Topics (1-3)** Work in a special area of art history or research. Hours and credit to be arranged by the department chair.

### **MUSIC (MUS)**

**Contact: Stephen F. Campbell, S.J.**

**MUS 101-102. Freshman Piano I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7 to 10 hours per week. Students will attend private lessons and will perform each semester in a piano recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00 per semester.

**MUS 103-104. Sophomore Piano I-II (1 each)**

**MUS 105-106. Freshman Organ I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7 to 10 hours per week. Students will attend private lessons and will perform each semester in an organ recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00 per semester.

**MUS 107-108. Sophomore Organ I-II (1 each)**

**MUS 109-110. Freshman Voice I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7 to 10 hours per week. Students will attend private lessons and will perform each semester in a vocal recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00 per semester.

**MUS 111-112. Sophomore Voice I-II (1 each)**

**MUS 113-114. Freshman Liturgical Chorus I-II (1 each)** Vocal ensemble focused on the study of sacred music from the medieval through contemporary for performance in the context of worship. Members are expected to perform weekly for college liturgies.

**MUS 115-116. Sophomore Liturgical Chorus I-II (1 each)**

**MUS 117-118. Freshman Guitar I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7-10 hours per week. Students will attend private lessons and will perform each semester in a recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00

**MUS 119-120. Sophomore Guitar I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7-10 hours per week. Students will attend private lessons and will perform each semester in a recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00.

**MUS 150. Music Theory (3)** An introduction to the stylistic practices of music from the 17th and 18th centuries, and modern vernacular music where appropriate. Review of music fundamentals including scales, intervals, and notational practices, followed by an examination of several melodic, harmonic, rhythmic, and formal structures found in music.

**MUS 201-202. Guitar Performance I-II (2 each)** An introduction to guitar performance. A workshop/ensemble focused on the fundamental elements of musical notation, performance and the history of music for the guitar.

**MUS 203-204. Junior Piano I-II (1 each)**

**MUS 205-206. Junior Organ I-II (1 each)**

**MUS 207-208. Junior Voice I-II (1 each)**

**MUS 210-211. Freshman Chorale I-II (1 each)** Vocal ensemble focused on preparation of choral music from the Renaissance to contemporary periods for performance in concert.

**MUS 212-213. Sophomore Chorale I-II (1 each)**

**MUS 214-215. Junior Chorale I-II (1 each)**

**MUS 216-217. Senior Chorale I-II (1 each)**

**MUS 218-219. Junior Guitar I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at a minimum, 7-10 hours per week. Students will attend private lessons and will perform each semester in a recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00.

**MUS 221-222. Music Appreciation (3 each)** A study of the development of the musical art forms, and intelligent appreciation of the masterpieces of music developed through lectures and recordings.

**MUS 223-224. Junior Liturgical Chorus I-II (1 each)**

**MUS 299. Special Topics (1-3)** Special topics in music history, musicology, and research.

**MUS 303-304. Senior Piano I-II (1 each)**

**MUS 305-306. Senior Organ I-II (1 each)**

**MUS 307-308. Senior Voice I-II (1 each)**

**MUS 317-318. Senior Guitar I-II (1 each)** 45-minute private lessons for twelve consecutive weeks. Students are expected to practice, at the minimum, 7-10 hours per week. Students will attend private lessons and will perform each semester in a recital. Students may also be required to attend selected concerts and recitals as prescribed by the instructor. Applied music course fee: \$390.00

**MUS 323-324. Senior Liturgical Chorus I-II (1 each)**

**MUS 499. Special Topics (1-3)** Special topics in music history, musicology, and research.

## **THEATER (THR)**

**Program Director: Stephen F. Campbell, S.J.**

The major in theater provides an opportunity to integrate the study of dramatic literature with acting, interpretation, playwriting, directing, or design. It is shaped by an acknowledgment of dramatic texts as designed for performance and theater as an integrative art. The major seeks to lead students into a fuller appreciation and understanding of the genre of drama by insuring a balance of historical, literary, and theatrical approaches to drama. It offers students enough flexibility to pursue special interests within the field. All program majors must work out a long-range plan of study with the program director.

The major in theater requires three (3-hour) lower-division courses in the field: THR 245, THR 250, and ENG 242; eight (3-hour) upper-division courses in the field which must include: THR 481 and 482 Theater History and Literature I and II; ENG/THR 465 or 485; THR 350, 490 or THR/WRI 492; a Senior Synthesis Project (THR 498); three upper-division theater electives; and two (3-hour) upper-division courses in related fields (program electives).

## **Bachelor of Arts in Theater**

### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THR 245	Theater Production	3
THR 250	Acting I	3
ENG 242	Introduction to Drama and Theater*	3
<b>Recommended:</b>		
THR 148	Ballet I	2
THR 149	Ballet II	2
SOC 156	Cultural Anthropology	3
ART 101/102/204/206		3
ART 202	Drawing II	3

\*Fulfills one of four English core courses.

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
<b><u>Required:</u></b>		
THR 481	Theater History and Literature I	3
THR 482	Theater History and Literature II	3
THR 498	Senior Synthesis Project	3
<b><u>Choose One:</u></b>		3
ENG/THR 465	Modern Drama (3)	
ENG/THR 485	Shakespeare (3)	
<b><u>Choose One:</u></b>		3
THR 350	Acting II (3)	
THR 490	Theory and Practice of Play Directing (3)	
THR/WRI 492	Playwriting (3)	
<b><u>Choose Three:</u></b>		9
ENG/THR 4xx	Theater Electives	
THR 3xx/4xx		
<b><u>Recommended Program Electives:</u></b>		
<b><u>Choose Two:</u></b>		6
ENG 402	Literary Theory and Criticism	
ART 220	Graphic Design I	
ARH 310	Prehistoric to Renaissance Art	
ARH 311	Renaissance to Modern Art	
PHL 360	Philosophy of Art	

**Minor in Theater**

The minor program in theater consists of the following courses:

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THR 245	Theater Production	3
THR 250	Acting I	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THR 3xx/4xx or THR/ENG 4xx	Upper-division Theater courses	9

**THEATER: LOWER-DIVISION COURSES**

**THR 148. Ballet I (2)** Fundamental principles of classical ballet: stance, placing, balance, basic positions, steps and combinations. Emphasis on musicality, accuracy and strength. A kinesthetic approach to acquiring the ballet technique will be used.

**THR 149. Ballet II (2)** Students with previous ballet experience will gain further knowledge, technical ability and strength as they master the more intricate combinations of dance steps. Quality of movement, musicality and artistry will be stressed.

**THR 245. Theater Production (1-3; credit depends on amount of work contracted with instructor: 30 hours study/work = 1 credit hour)** A student may concentrate on one or more areas of theater production (lighting, costuming, scenery, properties, make-up, music/sound, acting, directing) in formal academic study and/or practical work on a production. Assignments will be arranged with the instructor. (May be repeated but for no more than six credit hours.)

**THR 250. Acting I (3)** A first course in acting, designed as a workshop to include improvisation, role playing, sensitizing of physical and mental tools. Analysis of skills and problems of individual students.

### UPPER-DIVISION COURSES

**THR 350. Acting II (3)** Continuation of Acting I. Emphasis on scene and monologue study, script analysis. Thirty-hour production requirement. Prerequisites: Sophomore standing; Acting I or equivalent.

**THR 465. Modern Drama (3) (W)** A study of dramatic works from Ibsen to the contemporary experiments of playwrights like Peter Shaffer and Sam Shepard. (Same course as ENG 465.) Prerequisites: English core requirements.

**THR 481. Theater History and Literature I (3) (W)** A study of theater (literature, playhouse, performance conventions) of the ancient Greek and Roman worlds, the Middle Ages, and the Renaissance. (Bibliographic instruction course) Prerequisite: ENG 242.

**THR 482. Theater History and Literature II (3) (W)** A study of the theater (literature, playhouse, performance conventions) from the seventeenth to the twentieth century. Prerequisite: ENG 242.

**THR 485. Shakespeare (3) (W)** A detailed study of the best known works of Shakespeare—histories, comedies, and tragedies. (Same course as ENG 485.) Prerequisites: English core requirements.

**THR 490. Theory and Practice of Play Directing (3)** An introduction to the major theories and practical techniques of play direction. Each student will be required to direct the production of a one-act play in the last half of the course. Prerequisite: THR 245.

**THR 492. Playwriting (3) (W)** Critical analysis of dramatic structure for the playwright. Scenarios, character studies, and writing of a one-act play. (Same course as WRI 492.) Prerequisites: English core requirements.

**THR 493. Performance of Fiction (3)** A workshop focused on the preparation of literary texts for performance. Study of a variety of texts with attention to forms of speech, the gap between writing and speech, narrative style and function. Prerequisites: English core requirements.

**THR 494. Performance Art (3)** Critical analysis of structure of contemporary solo performance. A workshop in writing and performance of original performance pieces. Prerequisites: English core requirements.

**THR 495. Special Studies (3)** The course will concentrate on one of the following: acting, set design, costume design or lighting. Prerequisites: English core requirements.

**THR 497. Theater Internship (3-6)** A supervised, professional work experience. Prerequisites: English core requirements and the permission of the program director.

**THR 498. Senior Synthesis Project (3) (W)** The study of a chosen area of theater (e.g., history/criticism, performance theory, design theory), through analysis and independent critical research, which results in written documentation and public presentation(s) in the form of a lecture/recital appropriate to the area of focus. Required of all seniors in the drama program and intended principally for them. Prerequisite: Senior standing or permission of instructor.

# Division of Languages and Literature

**Division Chair: Michael F. Kaffer Ph.D.**

Through courses in languages, literature, and writing, the Division of Languages and Literature aims at professional preparation and development of the person as a creative and imaginative being. Toward that end we seek to foster a sense of the past, an awareness of great ideas, and an openness to new ways of reading and thinking.

Students may major in English, writing, Hispanic Studies, or interdisciplinary humanities (See Interdisciplinary Humanities in the Interdisciplinary Programs section of this *Bulletin*). Secondary education students may follow a concentration in French or Spanish as well as English or writing.

## ENGLISH (ENG)

**Department Chair: Michael F. Kaffer, Ph.D.**

### English Core Curriculum (Required of All Students)

Reading and writing are central to the core curriculum of Spring Hill College. Therefore, the lower-division courses in English stress reflective reading and writing. Reading literature gives aesthetic pleasure and leads to a more mature understanding of self and human problems. The student's ability to present these perceptions clearly through writing is the major goal of the Department of English, the final test of the student's abilities to communicate effectively.

### Requirements

A series of four courses totaling twelve hours must be completed by students as part of the core curriculum. Students will fulfill this requirement by completing ENG 121 and ENG 123, or ENG 190 and ENG 290, and any two sophomore level courses (ENG 240, ENG 241, ENG 242, ENG 243, ENG 244, ENG 245, ENG 246, ENG 247, ENG 295—see exceptions for ENG 244, 245, 246, 247, 248, and 295 listed in the paradigm of each major and minor). Students must have successfully completed ENG 121 and 123 before taking the sophomore courses. Once students matriculate, they may not take a freshman-level English course at another institution. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

### Advanced Placement Program of CEEB

The English Department awards credit for examinations of the Advanced Placement Program of CEEB as follows: Language and Composition: scores of 4 or 5 are granted three semester hours of credit to replace ENG 121. Literature and Composition: scores of 4 or 5 are awarded three semester hours of credit to replace ENG 121. A maximum of three semester hours of advanced placement

credit will be applied to English core requirements. Any excess credit hours may be applied to meet general elective credit. All entering first-time students must take ENG 123 Composition II (and Introduction to Modern Literature), irrespective of advanced placement credit.

### **Internship Program**

Students majoring in English or writing are encouraged to complete an internship during their junior or senior years. The Internship Program awards college credit for work experience gained through the program. Interested students may arrange through the chair of English or the Office of Career Services to work for a semester with a local firm and thereby gain knowledge and professional experience in a chosen field of work. The student will normally work from eight to ten hours a week for three academic credits. Internships taken for English or writing credit will be assigned to a faculty member in the English Department who will supervise, evaluate, and assign a grade for the work. An alternative internship, graded on a pass/fail basis, is available through SAS 301. The internship program is an excellent opportunity for the student to make the transition between the academic world and the world of work.

### **LOWER-DIVISION COURSES**

**ENG 011. English Grammar and Composition (3)** A review of scribal, syntactic, and grammatical skills, concentrating on the sentence, on the combining of sentences into clear and unified paragraphs, and of paragraphs into short essays. Testing out or successful completion of this course is prerequisite for the required core curriculum courses in English. This course does not satisfy a core requirement in English. Grading: The first time the student takes this course the grading system is A, B, C, NC. A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course.

**ENG 121. Composition I (and Introduction to Literature) (3)** Analytical skills are developed and exercised. Instruction and practice in writing six to eight essays that are correct, clear, and effective communications. The course surveys the development of literature from the Greeks to the French Revolution with concentration on representative major works. Grading: The first time the student takes this course the grading system is A, B, C, NC. A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course. No prerequisite, except where ENG 011 is required.

**ENG 123. Composition II (and Introduction to Modern Literature) (3)** Writing assignments expand on the analytical skills developed in ENG 121 and develop critical and research skills directed toward the writing of a research paper. Students learn how to use the library, engage in research, handle sources, and synthesize materials. They write at least three short papers or one major paper in which they analyze and criticize literary works and employ secondary critical sources. Successful completion of the research component is necessary to receive credit for the course. The course examines representative figures from the



nineteenth and twentieth centuries and includes fiction, drama, and poetry.

Grading: The first time the student takes this course the grading system is A, B, C, NC. A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course. Prerequisite: ENG 121 or equivalent.

**ENG 190. Honors Composition and Literature (3)** A survey, at an advanced level, of the development of Western thought and literature from the Classical Period to the eighteenth century. Students will write short critical essays and a research paper. Prerequisite: Honors standing/permission.

**ENG 240. Introduction to Poetry (3) (W)** An introduction to the genre and study of representative poems. Prerequisite: ENG 123.

**ENG 241. Introduction to Fiction (3) (W)** An introduction to the genre and study of representative short stories and novels. Prerequisite: ENG 123.

**ENG 242. Introduction to Drama and Theater (3) (W)** An introduction to the genre and study of representative plays. Prerequisite: ENG 123.

**ENG 243. Introduction to Non-Fiction Prose (3) (W)** An introduction to the genre and study of representative works of non-fiction prose. Prerequisite: ENG 123.

**ENG 290. Honors Literature (3) (W)** A survey, at an advanced level, of major works of British, American, and world literature from the nineteenth century to the present. Prerequisite: Honors standing/permission.

The following courses in multi-cultural literature and special topics in literature are offered as part of the College's program for cultural diversity. These courses can be taken to satisfy the College's diversity requirement. One of these courses may be used to satisfy three credits of the core curriculum requirement in English.

**ENG 244. Asian Literature (3) (D,W)** An introduction to the poetry, fiction, and drama of Asian countries. Prerequisite: ENG 123.

**ENG 245. Introduction to African-American Literature (3) (D,W)** An introduction to fiction, non-fiction, poetry, and drama of African-American writers of the nineteenth and twentieth centuries. Prerequisite: ENG 123.

**ENG 246. Introduction to Hispanic-American Literature (3) (D,W)** An introduction to contemporary fiction, poetry, and drama of Hispanic writers from Spanish America and the United States. Prerequisite: ENG 123.

**ENG 247. Women Writers (3) (D,W)** The course examines women authors who influenced their contemporaries and subsequent writers. Authors could include Jane Austen, Mary Shelley, Charlotte Bronte, and Joyce Carol Oates. Prerequisite: ENG 123.

**ENG 248. Introduction to American Indian Literature (3) (D,W)** An introduction to the myths and legends, fiction, poetry, autobiography and other non-fiction of Native Americans. Readings are representative of the diversity of Native American cultures. Prerequisite: ENG 123.

**ENG 295. Special Topics (3) (W)** Studies in specialized areas. The content of the course will vary to suit the interest of students and faculty. Prerequisite: ENG 123.

**ENGLISH**

**Program Director: Michael F. Kaffer, Ph.D.**

The general purpose of the major in English is to graduate students who have achieved (1) mastery of written communication; (2) cultural literacy through knowledge of the great writers of western literature, especially British and American, and exposure to the literature of other traditions; (3) the ability to interpret written expression independently through skills of critical analysis; (4) the ability to perform research and evaluation of conflicting interpretations; and (5) the ability to reach confident and independent judgment of artistic excellence.

The major requires ten upper-division courses in the field and two courses in related fields (program electives). Majors are required to have at least a C average (2.00) or higher in all the courses of their major. While a C- is less than a 2.00, students making such a grade will not be required to retake the course or substitute another course as part of the major. However, a C- in a major course should serve as a warning of a potential problem. Students who receive more than one C- are required to have a conference with their academic advisor to discuss the problem. When advising students about course selection, advisors will take career plans into consideration. An English major can be used as preparation for graduate, medical, or law school, or for such careers as journalism, public relations, and advertising.

**Bachelor of Arts in English**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 121	Composition and Literature I	3
ENG 123	Composition and Literature II	3
ENG 240/241/242/243 <sup>1</sup>		6

<sup>1</sup>All students may substitute a multi-cultural course (ENG 244-248) or ENG 295 for one of these courses. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

English majors must demonstrate competency in speech. This requirement may be fulfilled with CMM 150 or through a certified proof of the competency certified by the chair of English.

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 308/309	Surveys of British Literature	6
ENG 318/319	Surveys of American Literature	6
ENG 3xx - 4xx	English Electives	15*
ENG 498	Senior Synthesis Seminar	3
	Program Electives	6

\* Students may take one upper-division WRI or one approved THR course for three of these hours.

## Minor in English

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 121	Composition and Literature I	3
ENG 123	Composition and Literature II	3
ENG 240/241/242/243 <sup>1</sup>		6

<sup>1</sup>All students may substitute a multi-cultural course (ENG 244-248) or ENG 295 for one of these courses. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

### UPPER-DIVISION

ENG 3xx - 4xx	English Electives	12
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### UPPER-DIVISION COURSES

**ENG 308. British Literature to 1798 (3) (W)** A survey of British literature from the beginning until the start of the Romantic period. Prerequisite: English core requirements.

**ENG 309. British Literature from 1798 to the present. (3) (W)** A survey of British literature from the Romantics to the present. Prerequisite: English core.

**ENG 318. American Literature to 1865. (3) (W)** A survey of American literature from the colonial period to the Civil War. Prerequisite: English core.

**ENG 319. American Literature from 1865 to the present. (3) (W)** A survey of American literature from the start of realism to the present. Prerequisite: English core.

**ENG 402. Literary Theory and Criticism (3) (W)** Principles and application of literary theories; surveys literary theory from Plato to the present. (Same course as WRI 402.) Prerequisite: English core requirements.

**ENG 426. Modern European Literature (3) (W)** A study of the major continental writers of the nineteenth and twentieth centuries. Prerequisite: English core requirements.

**ENG 435. Postmodern Poetry and Poetics (3) (W)** A study of major poets and major poetic theory of the postmodern period. The poets will be limited to those who write in English. Actual poets covered will vary according to instructor preference. Prerequisite: English core requirements.

**ENG 440. The American Novel (3) (W)** A study of the development of the American novel from its beginnings in the nineteenth century to the present. Prerequisite: English core requirements.

**ENG 445. American Drama (3) (W)** A study of the development of American drama from its beginnings to the present. Prerequisite: English core requirements.

**ENG 450. The British Novel before 1900 (3) (W)** A study of the development of the British novel through the late nineteenth century. Prerequisite: English core requirements.

**ENG 460. Irish Literature (3) (W)** A broad survey of the poetry, fiction, and drama of modern Ireland with attention to major writers such as W. B. Yeats, J. M. Synge, Sean O'Casey, James Joyce, Patrick Kavanaugh, and Seamus Heaney. Prerequisite: English core requirements.

**ENG 462. Modern Irish Fiction (3) (W)** A study of major Irish fiction writers from the 19th century to the present, such as Maria Edgeworth, Summerville and Ross, Elizabeth Bowen, Frank O'Connor, Kate O'Brien, Brian Moore, and James Joyce. Prerequisite: English core requirements.

**ENG 465. Modern Drama (3) (W)** A study of dramatic works from Ibsen to the contemporary experiments of playwrights like Peter Shaffer and Sam Shepard. (Same course as THR 465.) Prerequisite: English core requirements.

**ENG 485. Shakespeare (3) (W)** A detailed study of the best known works of Shakespeare—histories, comedies, and tragedies. (Same course as THR 485.) Prerequisite: English core requirements.

**ENG 491. The English Language (3) (W)** An introduction to the history and development of the English language combined with a consideration of related topics: grammar, dialects, linguistics. (Same course as WRI 491.) Prerequisite: English core requirements.

**ENG 492. Special Topics in American Literature (1-3) (W)** A study in a specialized area of American Literature. Prerequisite: English core requirements.

**ENG 493. Special Topics in British Literature (1-3) (W)** A study in a specialized area of British Literature. Prerequisite: English core requirements.

**ENG 494. Special Topics in World Literature (1-3) (W)** A study in a specialized area of World Literature. Prerequisite: English core requirements.

**ENG 495. Special Studies (1-3) (W)** A study in a specialized area. The content of the course will vary to suit the needs of the students and the interests of the faculty. Prerequisite: English core requirements.

**ENG 496. Special Studies (1-3) (W) (D)** A study in a specialized area. The content of the course will vary to suit the needs of the students and the interests of the faculty. Prerequisite: English core requirements.

**ENG 497. Internship (3-6) (W)** A supervised, professional work experience. Prerequisite: Permission of the chair of English.

**ENG 498. Senior Synthesis Seminar (3) (W)** The study of a chosen literary genre, theme, author, or work through analysis, independent critical research, and a survey of its literary and cultural contexts. Required of all senior English majors and intended principally for them. Prerequisite: Senior standing or permission.

## WRITING (WRI)

**Program Director: Michael F. Kaffer, Ph.D.**

The major in writing is particularly valuable to students planning careers in business, science, commerce, publishing, writing, law, education, and public life. Courses offered for this degree combine creative writing, professional writing, and advanced courses in composition, literary criticism, and the history of the language. The courses afford students the opportunity to broaden their career opportunities by developing skills and competencies that are useful in professional life.

Majors are required to have at least a C average (2.00) or higher in all the courses of their major. While a C- is less than a 2.00, students making such a grade will not be required to retake the course or substitute another course as part of the major. However, a C- in a major course should serve as a warning of a

potential problem. Students who receive more than one C- are required to have a conference with their academic advisor to discuss the problem.

## Bachelor of Arts in Writing

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 121	Composition and Literature I	3
ENG 123	Composition and Literature II	3
ENG 240/241/242/243 <sup>1</sup>		6
WRI 276	Introduction to Creative Writing	3

<sup>1</sup>All students may substitute a multi-cultural course (ENG 244-248) or ENG 295 for one of these courses. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

Writing majors must demonstrate competency in speech. This requirement may be fulfilled with CMM 150 or through a certified proof of the competency administered by the chair of English.

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
WRI 401/402/491		3
WRI 475/477		3
WRI Electives		15*
WRI 498	Synthesis Seminar	3
	Program Electives	6

\* Students may take one upper-division ENG or THR course for three of these hours.

## Minor in Writing

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 121	Composition and Literature I	3
ENG 123	Composition and Literature II	3
ENG 240/241/242/243 <sup>1</sup>		6

<sup>1</sup>All students may substitute a multi-cultural course (ENG 244-248) or ENG 295 for one of these courses. Students with an A or a B in all previous English courses may elect an upper-division course for the last three hours of this requirement.

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
WRI	Writing Electives	12

### LOWER-DIVISION COURSE

**WRI 276. Introduction to Creative Writing (3) (W)** A multi-genre introduction to creative writing covering poetry, drama, and fiction.

**UPPER-DIVISION COURSES**

**WRI 401. Classical Rhetoric (3) (W)** A study of and practice with the traditional forms and theories of rhetoric from both ancient and modern times. Prerequisites: English core requirements.

**WRI 402. Literary Theory and Criticism (3) (W)** Same course as ENG 402. Prerequisites: English core requirements.

**WRI 418. Advanced Writing (3) (W)** A rigorous study of expository and persuasive writing. Prerequisites: English core requirements.

**WRI 451. Creative Writing: Fiction (3) (W)** A study of the craft of fiction writing, emphasizing the short story and the various literary techniques it encompasses. Prerequisites: English core requirements and WRI 276 (for majors).

**WRI 452. Creative Writing: Poetry (3) (W)** A study of the craft of poetry writing, emphasizing the forms and techniques of the genre. Prerequisites: English core requirements and WRI 276 (for majors).

**WRI 453. Creative Writing: Non-fiction (3) (W)** The Art of Truth, the Literature of Reality, the Fourth Genre: all of these labels refer to the work produced by using fictional techniques to present nonfictional subjects. A study of representative examples of this genre, including personal essays, travel narratives, memoirs, cultural and political reporting, etc. Prerequisites: English core and WRI 276 (for majors).

**WRI 475. Writing for Publication (3) (W)** A course in the writing of feature articles which might be sold to magazines or newspapers; in the practice of different forms and techniques of such features; in the process of researching, revising, and marketing an article. Prerequisites: English core requirements.

**WRI 477. Special Topics in Print Culture (3) (W)** Study in specialized areas. The content of the course will vary to suit the interests of students and faculty. Possible topics include literacy, history of books, the social life of books, book arts, publishing, new media. Prerequisites: English core requirements.

**WRI 491. The English Language (3) (W)** An introduction to the history and development of the English language combined with a consideration of related topics: grammar, dialects, linguistics. (Same course as ENG 491.) Prerequisites: English core requirements.

**WRI 492. Playwriting (3) (W)** Critical analysis of dramatic structure for the playwright. Scenarios, character studies, and writing of original plays. (Same course as THR 492.) Prerequisites: English core requirements.

**WRI 495. Special Studies in Writing (3) (W)** A course in one of the several specialized areas. The content of the course will be varied to suit the needs of the students and the interests of the faculty. Prerequisites: English core requirements, plus six upper-division hours in courses labeled WRI.

**WRI 497. Writing Internship (3-6) (W)** A supervised, professional work experience. Prerequisites: English core requirements and the permission of the chair of English.

**WRI 498. Synthesis Seminar (3) (W)** A study in the field of rhetoric/writing or the production of a significant creative work. Required for senior writing majors and intended principally for them. Prerequisites: English core requirements, WRI 275 (recommended), and at least eighteen hours of upper-level WRI courses.

## FOREIGN LANGUAGES

**Department Chair: Charles L. Kargleder, Ph.D.**

### FRENCH - SPANISH - OTHER LANGUAGES

The objectives of the Department of Foreign Languages are to provide students with the opportunity (1) to develop communicative skills in a foreign language and (2) to broaden their aesthetic and intellectual awareness through the study of a foreign literature and culture. The first objective is achieved by means of lower-division courses that may serve as part of the core curriculum. The second objective is attained through the department's upper-division courses, which introduce students to great world writers who have made significant contributions to their particular culture.

The department offers a major program in Hispanic Studies and minor programs in French and Spanish. The department seeks to graduate majors and minors with advanced proficiency in the spoken and written language and a thorough knowledge of its culture(s). The department also strives to provide its students with the analytical, critical, and communicative skills that are fundamental to educated persons. The department seeks as well to give its students a basis for careers in foreign language education, graduate and professional education, and fields requiring foreign language and culture skills.

In addition to Hispanic Studies students may study two foreign languages at the advanced level for an interdisciplinary humanities major, with an emphasis on romance languages. Students may also combine one foreign language with studies from one or two other departments (See Interdisciplinary and Other Programs). Students in secondary education may choose French or Spanish as a concentration.

Minor programs are available in French and Spanish. The minor may be beneficial for areas such as international studies, international business, political science, and history.

Students may study courses on several foreign cultures in English. These courses fit as valuable program electives for many major programs. Tutorials and regularly scheduled classes are offered in languages other than those listed below according to student interest and faculty availability.

International students will not be allowed to pursue lower-division courses in their native language or to take CLEP tests in their native language and receive credit for them at Spring Hill College.

### HISPANIC STUDIES

**Program Director: Charles L. Kargleder, Ph.D.**

#### Requirements

The program in Hispanic Studies requires thirty (30) semester hours of upper-division courses. Seven to eight courses must be in the Spanish language at the 300-400 level. These courses must include SPA 301 Advanced Spanish

Composition, SPA 303 Advanced Spanish Conversation, SPA 310-311 Survey of Spanish Literature I-II, SPA 312-313 Survey of Spanish-American Literature I-II.

Six to nine hours of program electives must be completed from outside the department. Students are encouraged to complement their language study with courses in areas such as international economics and political relations, fine arts, history and culture of Spain and/or Latin America, world literature not of the target language, and language teaching methodology.

All Hispanic Studies majors are required to complete successfully (grade of C or above): a) SPA 450 Senior Seminar, and b) a written and oral departmental examination in the Spanish language.

Majors are required to have at least a C average (2.00) or higher in all the courses of their major. While a C- is less than a 2.00, students making such a grade will not be required to retake the course or substitute another course as part of the major. However, a C- in a major course should serve as a warning of a potential problem. Students who receive more than one C- are required to have a conference with their academic advisor to discuss the problem.

Hispanic Studies majors may fulfill the speech competency requirement with CMM 150, THR 250, 350, 494, or through certified proof of competency approved by the chair of Foreign Languages.

Study abroad is strongly recommended for Hispanic Studies majors, who may transfer up to three (3) courses into their major.

Hispanic Studies majors are encouraged to complete at least six (6) hours in a second foreign language.

The minor program in French or Spanish consists of eighteen (18) hours of course work, at least nine (9) of which must be at the upper-division level.

## **Bachelor of Arts in Hispanic Studies**

### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SPA 101-102 (103-104)	Elementary Spanish	6*
SPA 107-108**	Spanish for Medical Personnel I-II	6
SPA 201-202 (203-204)	Intermediate Spanish	6*

\* Depends on previous studies

\*\*Enrollment is restricted to nursing and biohealth majors.

### **UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SPA 301	Advanced Spanish Composition	3
SPA 303	Advanced Spanish Conversation	3
SPA 310-311	Survey of Spanish Literature I - II	6
SPA 312-313	Survey of Spanish-American Literature I - II	6
SPA 450	Senior Seminar	3
3xx-4xx	Program Electives	9-6



## Minor in French or Spanish

### LOWER-DIVISION COURSES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
FRE or SPA 101-102	Elementary French or Spanish	6*
FRE or SPA 201-202	Intermediate French or Spanish	6*

### UPPER-DIVISION COURSES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
FRE or SPA 301-402	Electives	9 - 18*

\*Depends on previous studies.

## CERTIFICATE IN FOREIGN LANGUAGE PROFICIENCY

The purpose of the certificate in French or Spanish language proficiency is to verify that the student has achieved sufficient mastery of the language to use it as an auxiliary skill in future employment or personal endeavors.

The requirements for the certificate in French or Spanish proficiency are four courses beyond the intermediate level (a grade of C or better is required in these courses) and an oral and written examination after completion of course work (a grade of Pass is required). The certificate may also be granted by means of an oral and written examination to those students who have demonstrated satisfactorily to the chair of Foreign Languages that their previous studies or background are adequate for them to take the examination without benefit of course work at Spring Hill College. A grade of Pass is required on the examination.

### CULTURE COURSES (LAN)

**LAN 301-302. The French Heritage I-II (6)** A study of the French culture with special emphasis on its literature. LAN 301 will cover the Middle Ages through the eighteenth century. LAN 302 will cover the nineteenth and twentieth centuries. Lectures and readings in English.

**LAN 303-304. The Spanish Heritage I-II (6)** A study of Spanish culture with special emphasis on its literature. LAN 303 will cover the Middle Ages through the seventeenth century. LAN 304 will cover the eighteenth century to the present day. Lectures and readings in English.

**LAN 305. The Latin American Heritage (3) (D)** A study of various Latin American cultures from their origins to the present day. Lectures and readings in English.

**LAN 306-307. The Italian Heritage I-II (6)** A study of Italian culture with special emphasis on its literature. LAN 306 will cover the origins of Italian literature to the seventeenth century. LAN 307 will include the seventeenth century to the modern period. Lectures and readings in English.

## **FRENCH (FRE)**

### **LOWER-DIVISION COURSES**

**FRE 101-102. Elementary French I-II (6)** An introduction to French grammar, suitable reading exercises, and elementary composition. Grading A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**FRE 201-202. Intermediate French I-II (6)** Review of French grammar; reading of prose of moderate difficulty; written composition. Prerequisites: FRE 101-102 or their equivalents.

**FRE 205. Readings in French (1-3)** A course devoted to topics of interest to students and faculty. Prerequisites: FRE 101-102 or their equivalents.

### **UPPER-DIVISION COURSES**

**FRE 301-302. Advanced French Grammar I-II (6)** A study of advanced grammar, reading, and composition. Expansion of oral skills. Prerequisites: FRE 201-202 or their equivalents. Course taught in French.

**FRE 303-304. Advanced French Conversation I-II (6)** Continued development of oral skills; themes of current interest are presented for discussion. This course is designed for those who desire a more practical and intensive approach to the oral language. Prerequisites: FRE 201-202 or their equivalents. Course taught in French.

**FRE 381. Selected Studies (3)** A course devoted to topics of interest to students and faculty. Prerequisites: FRE 201-202 or their equivalents. Course taught in French.

**FRE 401-402. Independent Study (credit to be assigned)** Individual research on a particular aspect of French language or literature. Prerequisites: FRE 201-202 or their equivalents. Course taught in French.

## **SPANISH (SPA)**

### **LOWER-DIVISION COURSES**

**SPA 101-102. Elementary Spanish I-II (6)** An introduction to Spanish grammar, suitable reading exercises, and elementary composition. Grading: A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**SPA 103-104. Intensive Cultural Spanish I-II (6)** This intensive course—taught in Mexico or Central America—is designed to introduce students to the basic vocabulary and syntax of modern Spanish. Classes and lab activities are conducted in the language. Emphasis is on immediate usage of Spanish in the students' daily activities. Grading: A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**SPA 105-106. Elementary Conversational Spanish I-II (6)** These courses are designed to teach the basic structures of Spanish within a limited, but highly practical, vocabulary which students will use in everyday, functional situations.

Students will also become familiar with the culture and customs of Spanish-speaking people in Spain, Spanish America and the United States. The courses will be offered primarily for Continuing Studies students. Students may not mix SPA 101-102 and SPA 105-106 sequences without permission of the department chair and the instructor. Grading: A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**SPA 107-108. Spanish for Medical Personnel I-II (6)** These courses are designed to teach the basic structure of Spanish with a focus on pragmatic, health care language use. Enrollment is restricted to nursing and biohealth majors. These courses may not be mixed with any other introductory Spanish courses without the permission of the department chair. Grading: A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**SPA 201-202. Intermediate Spanish I-II (6)** Review of grammar, the reading of prose of moderate difficulty, written and oral work. Prerequisites: SPA 101-102 or their equivalents.

**SPA 203-204. Intensive Cultural Spanish III-IV (6)** This intensive course—taught in Mexico or Central America—is designed to develop the students' oral and written skills. Classes and lab activities are conducted entirely in Spanish. Emphasis is on vocabulary expansion and immediate usage of the language in the students' daily activities. Elementary Spanish is strongly recommended.

**SPA 205. Readings in Spanish (1-3)** A course devoted to topics of interest to students and faculty. Prerequisites: SPA 101-102 or their equivalents.

#### UPPER-DIVISION COURSES

**SPA 301. Advanced Spanish Composition (3) (W)** A study of advanced grammar, reading and composition; expansion of oral skills. Extensive written practice in Spanish using literary and/or periodical texts as points of departure for discussion and models of style. Prerequisites: SPA 201-202 or their equivalents. Course taught in Spanish.

**SPA 303. Advanced Spanish Conversation (3)** Continued development of oral skills; themes of current interest are presented for discussion. Exercises designed to provide the student with a working knowledge of conversational Spanish. Prerequisites: SPA 201-202 or their equivalents. Course taught in Spanish.

**SPA 310. Survey of Spanish Literature I (3)** This course offers literary reading from Spain, beginning with the Poem of the Cid through the end of the Golden Age/Baroque Period. Prerequisites: SPA 201-202. Course taught in Spanish.

**SPA 311. Survey of Spanish Literature II (3)** Literary readings from the eighteenth, nineteenth, and twentieth centuries in Spain are examined in this course. Prerequisites: SPA 201-202. Course taught in Spanish.

**SPA 312. Survey of Spanish-American Literature I (3)** This course is a survey of Spanish-American literature from the Discovery to the Romantic movement. Prerequisites: SPA 201-202. Course taught in Spanish.

**SPA 313. Survey of Spanish-American Literature II (3)** A survey of Spanish-American literature from the latter part of the nineteenth century to the present,

including realism, naturalism, modernism, and post-modernism. Prerequisites: SPA 201-202. Course taught in Spanish.

**SPA 381. Selected Studies (3)** A course of the literature and culture of a particular region, culture, genre in Peninsular Spanish or Spanish-American literature. Repeatable when subject varies. Prerequisites: SPA 201-202. Course taught in Spanish.

**SPA 401. Independent Study (credit to be assigned)** Individual research on a particular aspect of Spanish language and literature. Prerequisites: SPA 201-202 or their equivalents. Course taught in Spanish.

**SPA 450. Senior Seminar (3) (W)** The study of a chosen literary genre, theme, author, or work in either Spanish Peninsular or Spanish-American literature. Required of all senior Hispanic Studies majors and intended principally for them. Prerequisite: Senior standing or permission. Course taught in Spanish.

## OTHER LANGUAGES

From time to time, depending on student interest and instructor availability, the department will offer courses in German, Latin, Greek, and/or American Sign Language (at the 101-102 level only).

**101-102. Elementary I-II (6)** An introduction to grammar, oral and written exercises; suitable readings. Grading: A, B, C, NC (No Credit). A student receiving an NC must retake the course and in this event the grading system is A, B, C, D, F, but a student must still earn a C- or higher to move on to the next level course.

**201-202. Intermediate I-II (6)** Review of grammar; reading of prose of moderate difficulty; oral and written work. Prerequisites: 101-102 or their equivalents.

**205. Readings (1-3)** A course devoted to topics of interest to students and faculty. Prerequisites: 101-102 or their equivalents.

**381. Selected Studies (3)** A course devoted to topics of interest to students and faculty. Prerequisites: 201-202 or their equivalents. Course taught in the language.

**401-402. Independent Study (credit to be assigned)** Individual research on a particular aspect of the language or literature. Prerequisites: 201-202 or their equivalents. Course taught in the language.

# Division of Nursing

**Division Chair/Program Director: Carol M. Harrison, Ed.D., M.S.N., F.C.N.**

The philosophy of the faculty of the Spring Hill College Division of Nursing supports the mission of the College. The mission of the Division of Nursing is to provide quality baccalaureate nursing education in a Jesuit liberal arts environment. Through its professional nursing courses the division prepares its students to become critical thinkers and conscientious, caring health care professionals who are committed to excellence and responsibility in service to others.

The nursing program is approved by the Alabama Board of Nursing and is accredited by the Commission on Collegiate Nursing Education. After a student completes requirements for the Bachelor of Science in Nursing Degree, the graduate is eligible to apply for the National Council Licensure Examination to become a registered nurse (RN) and for licensure to practice in either Alabama or elsewhere in the United States.

In addition to the traditional baccalaureate program, the division offers a BSN Pre-Med option. See website for details.

## ADMISSION

The nursing curriculum consists of two phases: pre-professional and professional. The pre-professional phase is open to all students declaring nursing as their major and consists of the courses included in the first four semesters of the program. Admission to the professional phase, which begins the first semester of the junior year, involves the fulfillment of specific requirements and a separate application reviewed by the nursing faculty. Students must apply for admission to the professional phase during the semester in which they are completing their pre-professional and prerequisite courses by submitting a complete and accurate nursing professional program application. Enrollment is limited and the admission process is selective and competitive. Spring Hill students who have been enrolled for two traditional semesters, excluding summer, will receive priority for admission placement.

Minimum criteria for admission to the professional phase:

1. Achieve a minimum cumulative grade point average of 2.75 in all prerequisite courses and a minimum 2.75 Spring Hill College average. When the number of qualified applicants exceeds the number that can be accommodated in the clinical courses, students are admitted according to GPA ranking.
2. Minimum composite American College Test (ACT) score of 20.
3. Achieve a minimum of C- in BIO 231, 232, 233, 234, 136 138; MTH 163; CHM 101; PSY 101, 304, 325; NUR 100 and 201.
4. Complete any remedial work recommended by the faculty advisor.

5. Submit complete health records required by the Division of Nursing including physical examination and immunizations either with application or no later than first day of class in the fall semester.
6. Meet essential mental and physical qualifications of the nursing program as outlined in the Disability Statement included in the Nursing Student Handbook.
7. Transfer students must submit letter of good standing from all academic institutions/nursing programs that they have attended in order to be admitted to the Division of Nursing. Letters from academic institutions are to be addressed to Admissions and letters from nursing programs to Dr. Carol Harrison, Division of Nursing Chair.
8. Give consent and authorization and accept responsibility for cost of background screening and drug screening to be conducted in the beginning of the fall semester.
9. If a student withdraws from or receives a D or F in any of the courses listed under number 3 above, the student must complete the course at Spring Hill College or an approved four-year college or university.

## **CONTINUATION IN THE PROFESSIONAL PROGRAM**

In order to continue in the professional phase of the nursing curriculum, students must comply with the following:

1. Achieve a passing grade (76%) in both theory and clinical portions of nursing courses.
2. If a 900 is not achieved on the mid-curricular HESI exam, students will have the summer to complete remedial work. A second exam will be given before the fall semester and must be passed with a score of 900.
3. Achieve a minimum of C- in all nursing courses; however, the minimum overall cumulative grade point average must still be 2.75. Students receiving a D or lower in a nursing course (NUR) may repeat it one time. The course must be completed with a C or better in order to proceed in the nursing curriculum. A second D in any nursing course will result in dismissal from the nursing program, but not necessarily from the College. Any student placed on probation will be dismissed from the nursing program if he/she receives a D in any nursing course. If an F is received in a nursing course, the student will be dismissed from the nursing program.
4. Meet requirements of all clinical agencies to include required immunizations, current CPR certification, TB skin test, attire, and HIPPA guidelines.
5. Students will be required to have random drug and background screenings for cause.

Spring Hill nursing students must comply with legal, moral, and legislative standards required for licensure to practice as a registered nurse and be familiar with the Alabama law regulating practice of registered nursing and the Alabama Board of Nursing Administrative Code. If a student does not comply with the standards, he/she will be dismissed from the program. Students must be familiar with the Alabama Board of Nursing's regulations on the review of candidates for

eligibility for initial licensure. Application to write the examination may be denied and graduation from Spring Hill College does not guarantee that the student will be eligible to take the NCLEX.

All students (including those with disabilities with or without reasonable accommodation) advancing to the Professional Component must meet essential mental and physical qualifications. These qualifications and the Division of Nursing Disability Statement are included in the Nursing Student Handbook.

The division reserves the right to request withdrawal of a student from the program or nursing courses, but not the College, because of unsatisfactory performance in the theory or clinical components of the program and/or for inappropriate behavior. Students must satisfy the requirements of conduct, scholastic achievement, and aptitude for nursing. Students dismissed for reasons of conduct or aptitude shall be accorded due process review, if requested, by a review committee made up of nursing and non-nursing faculty. Appeals of decisions made by the review committee may be made to the Provost and Vice President for Academic Affairs. Dismissal from the nursing program for failure to meet the scholastic requirements of the program may be appealed to the Academic Standards Committee. Such dismissal does not normally, although it may, involve suspension or dismissal from the College under the general academic policies for these measures.

## **GRADUATION**

In order to qualify for graduation in nursing, students must meet, in addition to the general graduation requirements of the College, the following criteria:

1. Pass nursing comprehensive examinations and oral and written requirements.
2. Initiate plans for licensure prior to graduation.
  - a. Apply to take the NCSBN Pearson VUE NCLEX exam
  - b. Apply to the board of nursing in the state where the student plans to practice.
  - c. Complete Transcript Request Form in the Registrar's Office.

## **REQUIREMENTS**

The sixty-semester-hour college core curriculum serves as the foundation for the specialized nursing curriculum. In addition to the core curriculum, 15 additional hours are required in science and social sciences. Sixty-two hours are required in the nursing major for a total of 137 hours required for graduation. Students must adhere to the program curriculum sequence.

Computer-based applications are integrated throughout the program. Writing and speech are inherent components of the majority of nursing courses, and written and oral competency requirements are fulfilled in designated nursing courses. Students must achieve a passing grade on the nursing comprehensive examinations administered during the senior year.

**Bachelor of Science in Nursing****FRESHMAN YEAR*****First Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SOC 101	Introduction to Sociology	3
HIS 101	Western Civilization to 1648	3
ENG 121	Composition I	3
THL 101	Western Religious Heritage	3
CHM 101	Chemistry and Life Processes	3
<b>TOTAL</b>		<b>15</b>

***Second Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 123	Composition II	3
PHL 101	Introductory Logic	3
PSY 101	General Psychology	3
BIO 136 & 138	Microbiology and Laboratory	4
MTH 163	Basic Statistics for the Sciences	3
NUR 100	Introduction to Professional Nursing and Health	2
<b>TOTAL</b>		<b>18</b>

**SOPHOMORE YEAR*****Third Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG	English Core	3
	Fine Arts Core	3
BIO 231-233	Anatomy & Physiology I with Lab	4
	Foreign Language	3
PSY 304	Developmental Psychology	3
NUR 201	Normal and Therapeutic Nutrition	2
<b>TOTAL</b>		<b>18</b>

***Fourth Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 232-234	Anatomy & Physiology II with Lab	4
	Foreign Language Core	3
PSY 325	Abnormal Psychology	3
HIS 102 or 104	Western Civilization Since 1648 <i>or</i> The United States Since 1876	3
THL	Theology Core	3
<b>TOTAL</b>		<b>16</b>



**JUNIOR YEAR*****Fifth Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
NUR 300	Foundations of Nursing Care	3
NUR 302	Pharmacology	3
PHL	Philosophy Core*	3
NUR 301	Health Assessment	2
NUR 330	Adult Health I	6
	<b>TOTAL</b>	<b>17</b>

***Sixth Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG	English Core*	3
PHL	Philosophy Core*	3
NUR 310	Community Mental Health	6
NUR 320	Childbearing Family	6
	<b>TOTAL</b>	<b>18</b>

**SENIOR YEAR*****Seventh Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
NUR 411	Child/Adolescent Health	6
NUR 420	Community as Client	6
NUR 430	Leadership & Management	3
THL	Theology Core*	3
	<b>TOTAL</b>	<b>18</b>

***Eighth Semester***

<u>Course</u>	<u>Title</u>	<u>Hours</u>
NUR 410	Adult Health II	6
NUR 440	Practicum: Hospital	5
NUR 445	Critical Care	3
NUR 460	Senior Seminar	3
	<b>TOTAL</b>	<b>17</b>

Core Curriculum:	60
Other Program Requirements:	15
Nursing Curriculum:	<u>62</u>
Total Credit Hours:	137

\*Strongly encouraged to take prior to junior year.

## **LOWER-DIVISION COURSES**

### **(Nursing Core)**

**NUR 100. Introduction to Professional Nursing and Health (2)** The course explores career opportunities in professional nursing. The process of moving toward optimal health through positive changes and life-style behaviors is addressed. No prerequisite.

**NUR 201. Normal and Therapeutic Nutrition (2)** The study of the human body's physiological response to normal nutrition throughout the lifespan. The course further emphasizes nursing care of the patient with health promoting guidelines and patient diet therapy for various system disorders. No prerequisite.

## **UPPER-DIVISION COURSES**

### **(Prerequisites for all courses: Completion of the Nursing Core)**

The following courses are to be taken sequentially according to the curriculum guideline.

**NUR 300. Foundations of Nursing Care (3)** Assessment of physical, developmental, psychosocial, cultural and spiritual dimensions of the client across the lifespan. Psychomotor skills are introduced that address comfort, personal hygiene and safety. Prerequisites: NUR 100, 201, and 202.

**NUR 301. Health Assessment (2)** Focuses on the nursing assessment of the whole person and includes physical, psychological, sociocultural, and spiritual assessment. The emphasis is on the development of skills in obtaining a health history and performing a health examination. Prerequisites: NUR 100, 201, and 202.

**NUR 302. Pharmacology (3)** Introduction to basic concepts of pharmacology: drug classification, routes of administration, standards, legislation and nursing responsibilities. Mathematics for dosages and solutions and developing drug administration skills are also addressed. Prerequisites: NUR 100 and 201.

**NUR 310. Community Mental Health (6)** Focuses on the family as the unit of nursing care, especially on those experiencing alterations in mental health through the life cycle, and those from various cultural and ethnic backgrounds. Prerequisites: NUR 300, 301, and 330.

**NUR 320. Childbearing Family (6)** Focuses on health promotion and maintenance to the pregnant woman and her family in a variety of settings. Prerequisites: NUR 300, 301, and 330.

**NUR 330. Adult Health I (6)** Application of the nursing process to meet the biopsychosocial needs of the client in relation to age, developmental stage, cultural orientation, resources and environment. Students examine the pathophysiological changes experienced by clients in a variety of settings. Prerequisites: NUR 201 and 202.

**NUR 410. Adult Health II (6)** Students examine the pathophysiological and psychosocial changes in clients in acute care and rehabilitation settings. Students enhance their psychomotor, community and leadership skills while collaborating with other health care workers and with families. Prerequisites: NUR 411, 420 and 430.

**NUR 411. Child and Adolescent Health (6)** The utilization of developmental theory and nursing process in providing care to children, adolescents and their families. Altered states of health are examined as they affect normal growth and development. Prerequisites: NUR 310 and 320.

**NUR 420. Community as Client (6)** Using community health theory, research findings and practice settings, students assess physical, social and cultural environments of groups; identify at-risk populations; and examine appropriate nursing interventions. The student functions as a change agent in planning and implementing a project designed to meet an identified group health need. Prerequisites: NUR 310 and 320.

**NUR 430. Leadership and Management (3) (W)** The study of the nurse as leader and case manager of client care. Students synthesize and apply theories of nursing, leadership, change and management; they explore issues of access, availability, utilization, quality of health and the role of health care workers in providing leadership toward resolutions. Prerequisites: NUR 310 and 320.

**NUR 440. Practicum: Hospital (5)** Working with a preceptor in a hospital setting, the student will actively participate in the management of nursing care for individuals, with an emphasis on clinical practice from a theoretical, holistic and wellness oriented perspective. Prerequisites: NUR 411, 420, and 430.

**NUR 445. Critical Care (3)** The course offers a continuing learning experience designed to further the students' ability in the application of the nursing process. The emphasis is placed on the assessment and care of patients with complex, life-threatening illnesses. Building on nursing concepts and the liberal arts and sciences, students examine the pathophysiological changes experienced by patients in the acute care setting. The role of the nurse as a caregiver and as a member of the health care team is emphasized. Prerequisites: NUR 411, 420, and 430.

**NUR 460. Senior Seminar (3)** Decision-making, collaboration and the management of change, of power and of conflict are emphasized. The course addresses professional accountability and critical thinking in analyzing contemporary issues; it also focuses on professional development, leadership styles and nursing and management philosophies. Prerequisites: NUR 411, 420, and 430.

**NUR 499. Special Topics (1-3)** A course of individual study or research. Admission by approval of department chair. Hours and credits to be arranged by faculty facilitator.

# Division of Philosophy and Theology

**Division Chair: Christopher J. Viscardi, S.J.**

The Division of Philosophy and Theology is aimed not only at professional preparation but also at development of the person: a sense of the past, an awareness of great ideas, and critical reflection on questions of ultimate meaning.

## **PHILOSOPHY (PHL)**

**Department Chair/Program Director: Mark L. Starr, Ph.D.**

Philosophy is a systematic reflection on the basic questions which have excited human curiosity and are the object of profound concern: where we come from, what we ought to do, what we may hope for, who we really are. As such, the study of philosophy leads students to a healthy critique of personal and social beliefs, prejudices, and presuppositions by confronting the diversity of views which is so conspicuous in the history of philosophy, thereby preparing them to develop their choices in a pluralistic society.

Moreover, as philosophy is value-oriented, it complements those departments which in this regard are necessarily "neutral." Like literature and art, but in a unique manner, it is capable of developing in a person a more sensitive, more appreciative attitude toward life. By its breadth, it can compensate for the specialization which is more and more required by the needs of our scientific age. In fact, inasmuch as philosophy takes all human experience for its province, it can easily constitute the integrating principle in a student's entire intellectual life.

For students who desire to make philosophy their life work, the undergraduate curriculum offered here can be the first major step toward acquiring competence in philosophy necessary for those who would teach it or, through research and sustained reflection, seek to push forward the frontiers of human understanding. For most students, however, philosophy is profitable inasmuch as it can give valuable background and support for specialized work in various fields such as law, history, literature, theology, as well as the social and the natural sciences. In fact, students who have no intention of making a career of philosophy may very well choose to major in it as a good foundation for any career, and above all, as an excellent preparation for a richer, more human existence. Such students may prefer to double major in philosophy and some other field. A double major is quite practical, and the departments concerned will work out the details in such a way as not to overburden the students who accept this challenge. In any event, students may deepen their understanding of the great questions and augment their powers of reflection by electing one or more courses in philosophy over and above the general requirements of nine semester hours.

### Requirements

To meet the College core requirement of nine semester hours in philosophy, courses should be taken in the following sequence: First course: PHL 101. Second course: any other lower-division course, PHL 210, 220, or 230. Third course: any lower- or upper-division philosophy course. Choices of core courses are to reflect breadth, but students are encouraged to select a third course that reflects their interests.

Transfer students with a six-hour philosophy requirement usually take PHL 101 and any other philosophy course.

Philosophy majors must take the following philosophy courses: three lower-level courses (including PHL 101 and two from PHL 210, 220, 221 or 230); and eight upper-level courses including PHL 498 Senior Seminar, which fulfills one of two parts of the comprehensive requirement. For the other part of their comprehensive requirement, students will keep a portfolio of all their essays submitted for upper-division work in the major. Their final presentation to the department, given as part of their Senior Seminar, will be of essays selected from their portfolio. In addition, they must successfully complete six hours of upper-division program electives outside of the department. To fulfill the speech competency requirement, majors may complete one of the following courses—CMM 150, BUS 210, or THR 250, 350, 494—or otherwise demonstrate and document speech competency.

## Bachelor of Arts in Philosophy

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PHL 101	Introductory Logic	3
PHL 210,220,221,230	Philosophy Requirements	6
CMM 150 <i>or</i> BUS 210 <i>or</i> THR 250/350/494 <i>or</i> Certified Speech Competency		3

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PHL 301	Intermediate Logic	3
PHL 341/342	History of Ancient/Medieval Philosophy	3
PHL 343/344	History of Modern/Contemporary Philosophy	3
Any 4 Upper-Division Philosophy Courses		12
PHL 498	Senior Seminar	3
3xx-4xx	Program Electives	6

## Minor in Philosophy

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PHL 101	Introductory Logic	3
PHL 2xx	Philosophy Electives	6

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PHL 341-344	History of Philosophy Series (choose one)	3
PHL 3xx/4xx <sup>1</sup>	Philosophy Electives	6

<sup>1</sup>PHL 498 Senior Seminar (strongly recommended)

### GENERAL PREREQUISITE FOR ALL COURSES

**PHL 101. Introductory Logic (3)** This course provides sound methods for distinguishing good from bad reasoning through the study of the basic methods of formal or symbolic logic. Techniques covered include: symbolization, truth tables, and method of deduction for sentential logic. Possible additional topics include: classical syllogistic logic, Venn diagrams for predicate logic, issues of logic embedded in language.

*or*

**PHL 190. Honors Logic (3)** This is an accelerated course in investigating sound methods for distinguishing good from bad reasoning through the study of the basic methods of formal or symbolic logic. Techniques covered include: symbolization, truth tables, and natural deduction proof methods for sentential logic. Possible additional topics for this honors course may include: predicate logic; modal logic; issues in the philosophy of logic; mathematics and language; the application of the techniques of logic to the analysis of difficult philosophical problems. Prerequisite: Honors Standing.

### LOWER-DIVISION COURSES

**PHL 210. Ethics (3)** A study of values and the nature of morality, natural and positive law, and conscience. The ethical frameworks studied are applied to contemporary moral problems. Prerequisite: PHL 101.

**PHL 214. Environmental Ethics (3)** A multidisciplinary approach to the following questions: The competing paradigms of environmental science; historical roots of the environmental predicament, animal rights, preservation of species, obligations to future generations, population issues, pollution issues, regulatory issues and the ideal of a sustainable society. Students who have taken PHL 314 may not enroll in PHL 214 and vice-versa. Prerequisite: PHL 101; corequisite: BIO 110 (or designated semester).

**PHL 220. Philosophy of Human Nature (3)** The philosophical examination of what it is to be a human being. Topics may include free will, weakness of will, emotions, rationality, knowledge, skepticism, personal identity, race, gender, and the meaning of life. Prerequisite: PHL 101.

**PHL 221. Existentialism (3)** A philosophy of human nature course from the perspective of existentialism. Topics may include free will, weakness of will, emo-

tions, rationality, knowledge, skepticism, personal identity, race, gender, and the meaning of life. Special emphasis on themes of authenticity, choice, commitment, emotion, motivation, self-creation, self-deception, and social heteronomy, among others. Prerequisite: PHL 101.

**PHL 230. Philosophy of Religion (3)** A philosophical reflection on religious issues, language, and beliefs. Topics may include the existence of God, immortality, evil, and religious pluralism. Prerequisite: PHL 101. Students who wish to take this course on the upper-division level should register for PHL 335.

**PHL 291. Honors Ethics (3)** This is an accelerated course introducing the student to ethics (cf. PHL 210). Prerequisites: PHL 190 and Honors Standing.

**PHL 292. Honors Philosophy of Human Nature (3)** This is an accelerated course introducing the student to the Philosophy of Human Nature (cf. PHL 220). Prerequisites PHL 190 and Honors Standing.

**PHL 293. Honors Philosophy of Religion (3)** This is an accelerated course introducing the student to the philosophy of religion (cf. PHL 230). Prerequisites: PHL 190 and Honors Standing.

**PHL 294. Honors Philosophy Special Topics (3)** An accelerated philosophy course covering a topic of interest to students and their director on the philosophy faculty. Prerequisites: PHL 190 and Honors Standing.

#### UPPER-DIVISION COURSES

**General prerequisites: PHL 101 and one lower-division course.**

**PHL 301. Intermediate Logic (3)** Review of the sentential calculus. The study of quantified predicate logic. (Bibliographic instruction course) Prerequisites: PHL 101.

**PHL 310. Advanced Ethics (3) (W)** An intensive consideration of some major problems in ethics or an in-depth study of some figure(s) in the history of ethics. Prerequisites: PHL 101 and a lower-division course.

**PHL 311. Bioethics (3) (W)** The consideration and application of moral principles to the problems and conduct of medical professionals. Topics include professional relationships, management of medical information, reproductive technologies, abortion, end-of-life decisions, AIDS, human genetics, and justice in the distribution of health care. Preference is given to pre-medical students. Prerequisites: PHL 101 and a lower-division course.

**PHL 312. Philosophical Issues in Death and Dying (3) (W)** An examination of major ethical theories and conceptions of human nature as they apply to the issues of euthanasia, suicide, the rights of the dying patient, the meaning of life, and human destiny. Prerequisites: PHL 101 and a lower-division course.

**PHL 313. Business Ethics (3) (W)** An examination of major ethical theories and their application to the professional problems and conduct of persons engaged in business and management. Prerequisites: PHL 101 and a lower-division course.

**PHL 314. Advanced Environmental Ethics (3) (W)** An in-depth examination of the issues covered in PHL 214 plus an additional 10-page critical essay on one of the following: a piece of nature writing for English majors, an environmental audit case for business or science majors, a public policy case for economics and social science majors, etc. Students who have taken PHL 214 may not enroll in PHL 314 and vice-versa. Prerequisite: PHL 101 and one PHL 2xx or higher.

**PHL 315. Ethical Theory (3)** A study of classical and contemporary ethical theories. Topics may include ethical relativism, ethical egoism, utilitarianism, deontology, virtue ethics, feminism, moral realism, natural rights and justice. Prerequisites: PHL 101 and a lower-division course.

**PHL 316. Justice (3) (W)** An examination of the nature of justice from a number of classic and contemporary philosophical perspectives. Readings drawn from Aristotle, Marx, Darwin, Rawls, Nozick, and contemporary philosophers. Prerequisites: PHL 101 and one lower-division course.

**PHL 321. Existentialism (3) (W)** A study of the Existentialist movement, its roots and contemporary development. Special attention will be given to Kierkegaard, Sartre, and Marcel. Prerequisites: PHL 101 and a lower-division course.

**PHL 322. Philosophy and Gender (3) (D,W)** A philosophical investigation of the nature of sex and gender in society. Issues may include the nature of difference, equality, justice and knowledge. Prerequisites: PHL 101 and a lower-division course.

**PHL 335. Advanced Philosophy of Religion (3) (W)** An in-depth examination of the central metaphysical and epistemological issues concerning religious belief. Topics may include classic arguments for the existence of God, the problem of evil, the nature of faith and its relationship to rational criteria, the nature of religious language. Students who have taken PHL 230 may not enroll in PHL 335. Prerequisites: PHL 101 and a lower-division course.

**PHL 341. History of Ancient Philosophy (3) (W)** A study of the history of Western philosophy from its origins through the fourth century B.C., emphasizing the Presocratics, Socrates, Plato, and Aristotle. Prerequisites: PHL 101 and a lower-division course.

**PHL 342. History of Medieval Philosophy (3) (W)** A survey of philosophy from the end of the classical world (Augustine) through the fourteenth century (William of Ockham). The emphasis is on themes or problems in metaphysics and epistemology. Prerequisites: PHL 101 and a lower-division course.

**PHL 343. History of Modern Philosophy (3) (W)** An examination of the central questions of philosophy from the sixteenth to the nineteenth centuries (e.g., the nature of knowledge, the place of humans in nature, moral and political obligation) as discussed by Descartes, Hobbes, Spinoza, Locke, Leibniz, Berkeley, Hume, Rousseau, Kant, and Hegel. Prerequisites: PHL 101 and a lower-division course.

**PHL 344. History of Contemporary Philosophy (3) (W)** A study of the major problems of twentieth century philosophy (intentionality, meaning, reference, and interpretation) as discussed by the main figures in the phenomenological or analytic tradition (e.g., Frege, Husserl, Russell, Carnap, Heidegger, Merleau-Ponty, Wittgenstein, Searle, Derrida). Prerequisites: PHL 101 and a lower-division course.

**PHL 350. Philosophy of Law (3) (W)** An examination of the nature of law and morality, liberty, justice, equality, and punishment. Contemporary social issues such as the right to privacy, obscenity and pornography, capital punishment, equality between the sexes are also discussed. Prerequisites: PHL 101 and a lower-division course.

**PHL 351-352. Western Political Philosophy I, II (3,3)** Same course as POL 381-382, (see Political Science for course description). Either the first or the second part of this course may be taken for three hours credit in philosophy. Prerequisites: PHL 101 and a lower-division course.



**PHL 360. Philosophy of Art (3)** An inductive study of aesthetic experience, leading to an analysis of beauty in nature, art in general, and each of the major arts. Reflections on art and life. Prerequisites: PHL 101 and a lower-division course.

**PHL 370. Philosophy of Science (3) (W)** An examination of the central issues in the philosophy of science, including theory confirmation, scientific explanation, scientific method, laws of nature, and the relation between theory and the world. Prerequisites: PHL 101 and one lower-division course.

**PHL 371. Philosophy of Biology (3) (W)** A survey of a number of the central questions in the philosophy of biology, including, what is the nature of selection? Is there an “essential” human nature determined in our biology? What is a biological function? What defines a biological species? What is life? Prerequisites: PHL 101 and one other lower-division course.

**PHL 390. Honors Philosophy III (3)** This course consists of any upper-division philosophy course for honors students that is approved by the department chair and the director of the honors program.

**PHL 395. Special Topics (1-3) (W)** Work in an important area of philosophy of special interest to students and their director on the philosophy faculty. Prerequisites: PHL 101 or 190 and a lower-division course.

**PHL 396. Special Topics (1-3) (D)** Work in an important area of philosophy of special interest to the students and their director on the philosophy faculty. Prerequisites: PHL 101 or 190 and a lower-division course.

**PHL 397. Special Topics (1-3) (W, D)** Work in an important area of philosophy of special interest to students and their director on the philosophy faculty. Prerequisites: PHL 101 or 190 and a lower-division course.

**PHL 398. Special Topics (1-3)** Work in an important area of philosophy of special interest to students and their director on the philosophy faculty. Prerequisites: PHL 101 or 190 and a lower-division course.

**PHL 420. Contemporary Epistemology (3)** Views on meaning and knowledge, including belief, justification and truth. (Readings: Carnap, Gettier, Kripke, Lewis, Nozick, Quine and Wittgenstein.) Prerequisites: PHL 101 and a lower-division course.

**PHL 422. Philosophy of Mind (3) (W)** A study of philosophical theories concerning the nature of the mind and its relation to the body. Among the theories considered are dualism, behaviorism, physicalism, and functionalism. Prerequisites: PHL 101 and a lower-division course.

**PHL 440. Major System or Movement (3) (W)** Intensive examination of one major systematic philosopher, movement or school, e.g., Plato, Aristotle, Aquinas, Locke, Hume, Kant, Hegel, Husserl, Whitehead Wittgenstein; empiricism, continental rationalism, logical positivism, linguistic analysis. Prerequisites: PHL 101 and a lower-division course.

**PHL 450. Philosophy of Education (3) (W)** A study of philosophical problems concerning aims, methods, and organization in education. Same course as EDU 401. Prerequisites: PHL 101 and a lower-division course.

**PHL 498. Senior Seminar (1-4) (W)** The content of the seminar will rotate each year among the following areas: philosophical anthropology, ethical theory, metaphysics, epistemology, philosophy of God, philosophy of science, philosophy of language, philosophy of law. Prerequisite: philosophy major; non-majors with consent of the instructor.

## THEOLOGY (THL)

**Department Chair/Program Director: Christopher J. Viscardi, S.J.**

Spring Hill College, as an institution of higher learning, draws its ultimate inspiration from its commitment to religious values. In the language of the Jesuit tradition, the College is committed to “the service of faith and the promotion of justice” which are at the heart of the Christian gospel. With the view that faith is not simply one isolated area of human experience and reflection but, rather, is the expression of a life vision from which all thought and action flow, the College considers a critical reflection on faith an integral part of its curriculum.

The fundamental rationale of the theology core requirement is to introduce students to serious, critical reflection on questions of ultimate meaning and transcendence. Courses range from the study of world religions and the human experience of faith in general, to an exploration of sacraments, liturgy, and sacred scriptures in the Christian tradition. Students, regardless of religious affiliation, are challenged to a deeper understanding of their own religious experience and the religious heritage of Western civilization.

For students interested in a broader understanding of theological questions or in preparation for some form of church ministry, there are several special programs: a minor in theology, a major or double major, and a certificate in ministry. Special programs for adult students offer a certificate in theological studies, a certificate in ecclesial ministry (see the Continuing Studies section of this *Bulletin*), as well as the graduate theology degrees and certificates (see Graduate section of *Bulletin*). In addition to regular course offerings, a complete introduction to Catholic faith and practice (as preparation for confirmation or for entrance into the Church) is offered by the RCIA program, sponsored jointly with Campus Ministry.

Teacher education majors who plan to teach in Catholic schools, whether in the Archdiocese of Mobile or elsewhere, will be able to complete many of the courses leading to the “catechist certification,” which is required by the Catholic school system in most areas, by choosing their theology core courses as follows: THL 101/190 (freshman year), any Scripture course (sophomore/junior), THL 242 Catholicism (sophomore/junior), THL 421 Religious Education (junior/senior). In addition, several states recognize philosophy or theology courses to qualify teacher education majors for an endorsement in religious studies.

### Requirements

General College core requirements for all students, regardless of religious affiliation, include nine semester hours in theology. Transfer students are required to take three semester hours in theology for each year at Spring Hill College, with a minimum of six and a maximum of nine semester hours. After completion of THL 101/190, a student may take any two courses from the 200 or 300 level. Courses at the 400 level do not satisfy the core requirement.

Theology majors must successfully complete a minimum of thirty hours in theology, including the following courses: THL 101/190 and three other elective courses from the 200- or 300-level, and at least six courses at the 300-400 level, including at least two sections of THL 490 or 495 and the senior seminar, THL

496. The 30 hours in theology must include (at either the 200, 300, or 400 level) 2 courses (6 hours) in biblical category, 2 historical, 2 moral, 1 pastoral, and 1 systematic (as identified in the course descriptions below). Students with their first major in theology must also complete an additional course in history and twelve hours in program electives (upper-division courses, only one of which may be in theology). To fulfill the speech competency requirement, majors may complete one of the following courses—CMM 150 or THR 250, 350, 494, or otherwise demonstrate and document speech competency. All courses of the major must have a grade of at least C- and a cumulative average of at least C (2.0).

**Comprehensive Experience:** The senior seminar is a 3-credit-hour course taken in the senior year, culminating in a major research paper (20-30 pages long). The paper will be read by two faculty (the seminar director and a second reader) and presented by the student in a public forum.

All courses are identified by a letter indicating which area(s) of theology they fall under: B (Biblical), H (Historical), M (Moral), P (Pastoral), S (Systematic).

Lower-division courses are distinguished from upper-division either by content (broader, survey approach) or by depth of treatment (more basic, introductory level). Upper-division courses will be more specialized and/or more demanding. Unless otherwise noted in the course description, the only prerequisite for all courses is THL 101/190.

## Bachelor of Arts in Theology<sup>1</sup>

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THL 101/190	Western Religious Heritage	3
THL 2xx/3xx	Theology Electives	9
HIS	History Elective	3
CMM 150 <i>or</i> THR 250/350/494 <i>or</i> Certified Speech Competency		3

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THL 3xx/4xx (or any THL 5xx taken for undergraduate credit)	Theology Electives	9
THL 490/495	Advanced Electives	6
THL 496	Senior Seminar	3
3xx/4xx	Program Electives <sup>2</sup>	12

<sup>1</sup>A minimum of 30 credits (or a maximum of 33) must be courses in theology (either upper- or lower-division), selected from the following categories: 2 Biblical, 2 Moral, 2 Historical, 1 Systematic, 1 Pastoral.

<sup>2</sup>Selected in consultation with advisor, ordinarily from humanities or social sciences.

**Minor in Theology<sup>1</sup>**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THL 101/190	Western Religious Heritage	3
THL 2xx/3xx	Theology Electives	9

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
THL 3xx/4xx	Theology Electives	9
(or any THL 5xx taken for undergraduate credit)		

<sup>1</sup>The 21 credits must include courses (either upper- or lower-division) in the following categories: 1 Biblical, 1 Moral, 1 Historical, 1 Systematic.

**GENERAL PREREQUISITE FOR ALL COURSES**

**THL 101. Western Religious Heritage (3)** An introduction to the theological study of the Christian tradition of faith. The course is divided into two components: biblical and doctrinal. Both components will investigate the historical development and contemporary understandings of these two fundamental expressions of Christianity.

*or*

**THL 190. Honors Theology I: Western Religious Heritage (3)** An introduction to the theological study of the Christian tradition designed especially for Honors students. The course has two components: the study of Scripture in the light of contemporary biblical scholarship; and the study of leading figures and turning points in the history of doctrine.

**BASIC CORE: LOWER-DIVISION COURSES**

**THL 221. Ritual & Worship (3) P/H** A study of Christian worship and its central role in the life of the Church through an historical analysis of sacred time, church architecture, ritual structures, and popular piety. Prerequisite: THL 101.

**THL 231. Old Testament Survey (3) B** An introduction to modern scriptural studies and methodology in the context of a survey of the Old Testament. Prerequisite: THL 101.

**THL 232. Formation of the Gospels (3) (W) B** An introduction to the historical-critical study of the Gospels comparing and contrasting the Gospels of Matthew, Mark, and Luke in their origins, styles, and major themes. Prerequisite: THL 101.

**THL 242. Catholicism (3) S/H** An overview of the major areas of Catholic teaching and practice: spirituality, Christology, church, sacraments, biblical interpretation, ethics. This course surveys both the historical roots of the Catholic tradition and the views of contemporary theologians. Prerequisite: THL 101.

**THL 261. World Religions (3) (D) H** A survey course covering the major world religions, such as Animism, Buddhism, Christianity, Confucianism, Hinduism, Islam, Judaism, and Taoism. Prerequisite: THL 101.

**BASIC CORE: UPPER-DIVISION COURSES**

**THL 321. Worship as Ethics (3) (W) P/M** This course draws on liturgical texts, classical authors, and modern writers to develop a liturgically based understanding

of the Christian moral life and to apply that understanding to selected ethical issues. Prerequisite: THL 101.

**THL 331. Prophets (3) (W) B** A study of the major prophets of the Old Testament that will examine the historical context, literary style, and theological themes of each. Prerequisite: THL 101.

**THL 332. Gospel & Letters of John (3) (W) B** An analysis of the structure and purpose of John's Gospel and Letters, their formation and literary problems. An examination of the distinctive Johannine community. Prerequisite: THL 101.

**THL 333. Letters of Paul (3) (W) B** A study of the life and writings of St. Paul with an emphasis on his major theological insights (sin, freedom, faith, and union in Christ) and the pastoral motivation for his letters. Prerequisite: THL 101.

**THL 342. Vatican II (3) (W) S/H** A study of the path-breaking work of the Second Vatican Council, called the most significant religious event of the 20th century, and its impact on contemporary Christianity, both Catholic and ecumenical. Prerequisite: THL 101.

**THL 343. Sacraments (3) S/H** A study of the history and theology of individual sacraments and of sacraments in general. This course examines both classic views (Cyril of Jerusalem, Augustine, Aquinas, Trent) and recent developments, especially the teaching and reforms of Vatican II. Prerequisite: THL 101.

**THL 344. Christology (3) S/H** An investigation into the theology of the personal identity of Jesus Christ. A critical analysis will focus selectively on the New Testament data, the trinitarian and Christological formulations of dogma, as well as some of the principal modern historical and theological interpretations. Prerequisite: THL 101.

**THL 345. Religion & Culture (3) (D) S** A study of religious faith as a central fact of history and world culture through a reflective interpretation of major literary, historical, and theological documents. Prerequisite: THL 101.

**THL 350. Catholic Social Thought (3) (D,W) M** Contemporary Christians face complex social realities increasingly hostile to human flourishing, owing to the industrial and technological revolutions, capitalism, consumerism and globalization. This course explores some of the pivotal documents in the Catholic response to these developments, the social problems underlying these documents, and the stories of persons whose lives were informed by this tradition. Same course as POL 383. Prerequisite: THL 101.

**THL 351. Contemporary Moral Issues (3) M** Basic themes in Christian ethics, e.g., morality as response to God's call in and through Jesus, development of conscience, formation of values, authority and freedom, development of norms and principles. Application of Christian value system to contemporary moral issues both personal and social. Prerequisite: THL 101.

**THL 352. Peace and Justice Issues (3) M** A Christian approach to the basic ethical demands arising from being a citizen in the human family: the responsibility of nations and individuals to pursue, protect or establish peace; the imperative to seek justice in social and political structures. Current issues, e.g., war and peace, economic systems, environmental concern. Prerequisite: THL 101.

**THL 353. Human Sexuality & Marriage (3) M** A Christian understanding of human sexuality and the ethical imperative for personal responsibility and integrity in behavior; issues of pre-marital sex and homosexuality. Catholic theology of marriage as sacrament, issues of divorce and remarriage, impediments, requirements for marriage. Prerequisite: THL 101.

**THL 363. American Religious History (3) (W) H** A study of the principal developments of religious experience and religious thought in the history of America, along with consideration of their impact on American culture. Prerequisite: THL 101.

**THL 385. Special Topics in Theology I (3) (D)** This course satisfies the college-wide diversity requirement. Prerequisite: THL 101.

**THL 386. Special Topics in Theology II (3) (W)** This course is recognized as writing intensive. Prerequisite: THL 101.

**THL 387. Special Topics in Theology III (3) (D,W)** This course is writing intensive and also satisfies the college-wide diversity requirement. Prerequisite: THL 101.

**THL 388. Special Topics in Theology IV (3)** Content of this course will vary, to offer special areas of study which satisfy the theology core requirement. Prerequisite: THL 101.

**THL 390. Honors Theology II: Major Themes (3) (W)** An advanced seminar on a particular topic in religious studies (e.g., Catholicism, Christology, Gospels, Religion & Culture, World Religions), designed especially for Honors students. Prerequisite: THL 101/190.

**THL 391. Honors Theology II: Major Themes (3) (D,W)** A course designed for Honors students which has been previously approved for the Diversity designation.

#### **SPECIALIZED/ELECTIVE: UPPER-DIVISION COURSES**

The following are sometimes taught as separate, independent courses, but most often are used to designate courses from the graduate program which are taken for undergraduate credit (with appropriate adjustments in assignments and expectations).

**THL 421. Religious Education (3) P** A study of both the theory and practice of religious education. This course is designed for educators who will work either in Catholic schools or in parish programs. Prerequisite: THL 101.

**THL 425. Special Topics in Pastoral Theology (3) P** This course will focus on a particular aspect of the theology of Church or ministry, including liturgical and catechetical topics. The course presumes familiarity with basic liturgical and pastoral theology. Prerequisite: THL 101.

**THL 428. Liturgy, Art & Architecture (3) P** A study of the development of the history and theology of Christian worship as embodied in art and architecture. Liturgical theology and practice will be examined through an investigation of sacred space. Prerequisite: THL 101.

**THL 431. Old Testament Topics (1-3) B** An in-depth study of a special topic in Old Testament literature, such as a major theological theme, a particular literary genre, a period in Israelite history. Prerequisite: THL 101.

**THL 432. New Testament Topics (1-3) B** An advanced study of a special topic of interest in the New Testament, such as a particular New Testament book or literary form, or a common theme from various New Testament perspectives. Prerequisite: THL 101.

**THL 440. Reconciliation (3) P/S** As an expression of the atoning work of Jesus Christ, reconciliation stands at the center of Christian belief and practice. This course explores the sacrament of reconciliation in its broader theological context,

from a variety of angles: historical, systematic, liturgical, and pastoral. Prerequisite: THL 101.

**THL 441. Eucharistic Theology (3) S/P** A doctrinal study of the Eucharist with special emphasis on its liturgical context, as a sacrament of Christ and Church, and as the source and summit of sacramental life. Prerequisite: THL 101.

**THL 451. Christian Spirituality (3) M/P** An introduction to the meaning of religious experience or spiritual life from a Christian perspective, consisting of both a theoretical classroom presentation and a practical application through personal meditation. Prerequisite: THL 101.

**THL 452. Special Moral Topics (1-3) M** This course presumes familiarity with fundamental ethical categories. It will focus on one particular ethical issue for an extensive and thorough treatment. Prerequisite: THL 101.

**THL 455. History of Spirituality (3) H/P** A survey study of the major movements and traditions of spirituality throughout the history of Christianity, from the biblical and patristic roots through the emergence of the desert monks, the monastic and mystical traditions of the middle ages, and the developments of the Catholic and Protestant reformations. Prerequisite: THL 101.

**THL 461-462. History of Christian Thought I-II (3,3) H/S** This course explores the history of Christian theology, focusing on developments during one of the major historical epochs: i.e., early, medieval, reformation, modern. Prerequisite: THL 101.

**THL 465. Judaism (3) (D) H** A study of the teaching and practice of Judaism. Both its historical traditions and present-day expression are examined. Sponsored by the Jewish Chautauqua Society. Prerequisite: THL 101.

**THL 469. Major Theologian (3) S/H** An in-depth study of the life and works of an eminent theologian: e.g., Origen, Augustine, Anselm, Aquinas, Luther, Calvin, Rahner. Prerequisite: THL 101.

**THL 471. The Way of Zen (3) (D) H** A study of the historical and philosophical origins of this major school of Japanese Buddhism, examining the actual experiences of Zen and reflecting on their cross-cultural (American and Christian) appropriation. Prerequisite: THL 101.

**THL 490. Intensive Reading Seminar (1-3) (W)** An in-depth study of a particular theologian or theological school; limited to students with junior or senior standing and includes a formal research paper. Prerequisites: fifteen hours theology or permission of chair of theology.

**THL 495. Advanced Topics in Theology (3) (W)** Designed primarily for theology majors and minors, the content of this course will vary, but will always include a formal research paper. It offers greater depth of inquiry and assumes a basic foundation in theological study. Prerequisite: nine hours theology or permission of instructor.

**THL 496. Senior Seminar (3) (W)** Designed for graduating theology majors, ordinarily taken during the senior year, it requires independent critical research, culminating in a thesis paper (20-30 pages) and formal presentation in a public forum. Prerequisite: Senior standing or permission.

**THL 498. Theology Practicum (1-4) P** A directed independent study for professional applications or internships in ministry, such as parish catechetical programs, RCIA, church administration. Prerequisite: THL 101.

**THL 499. Theology Seminar (1-4)** Special problems in religious thought.

Content of course will be varied to meet more specialized needs/interests of the students and instructor. Prerequisite: THL 101.

### **Certificate of Ministry**

The Certificate of Ministry is designed for students interested in some form of church-related work, such as catechetical, family or youth ministry. The certificate requires completion of 12 credit hours in applied theology, offered in collaboration with the Archdiocese of Mobile: 6 credits in field education (MIN 390), usually 1 credit per semester during sophomore, junior and senior years, and 6 credits in ministry workshops or seminars (MIN 395). For theology majors, these 12 hours fulfill the Program Electives requirement. Depending on their area of interest, students may also take other appropriate courses in applied theology (MIN or SPT) to complete these 12 hours. As part of the holistic formation for church ministry, recommended by the U.S. Conference of Catholic Bishops (*Co-Workers in the Vineyard of the Lord*), the certificate also requires completion of a spiritual component, which consists of participation in at least three student retreats or the approved equivalent (such as the summer Catholic Youth Conference), before graduation. Other forms of applied ministry are available through the course in religious education (for teachers of religion at the elementary or secondary school level), the retreat outreach program of Spring Hill's Campus Ministry (for confirmation and youth groups), and the Catholic Youth Conference college team (summer program for Catholic teens).

**MIN 390. Ministry Practicum (1-4)** Field education offers a work/learning experience at an approved placement, under the supervision of a mentor and including a weekly reflection meeting, journaling and final paper. Designed to offer students practical ministry experience and opportunities for theological reflection in a seminar setting, one credit of the practicum will require approximately 60 hours at the placement site.

**MIN 395. Special Topics in Ministry (1-4)** Workshops (single-session events) or seminars (multiple sessions) which focus on particular issues related to ministry; one credit will require a minimum of 5 contact hours, along with readings and a paper.



# Division of Science and Mathematics

**Division Chair: David F. Dean, D.V.M., Ph.D.**

The Division of Science and Mathematics includes the departments of Biology; Chemistry, Physics and Engineering; and Mathematics. Majors are offered in biology, biochemistry, biopsychology, chemistry, dual degree engineering, and mathematics. All of these majors lead to the degree of Bachelor of Science. Prospective students are urged to view the College website for more information concerning the programs available within each department.

## PRE-HEALTH PROFESSIONS

Spring Hill College has a longstanding reputation of providing an academically sound background for students who desire to become health care professionals (i.e., physicians, dentists, veterinarians, physical therapists, pharmacists, etc.). We know first-hand what strengths, skills, and experiences students must develop in order to gain admission to the graduate or professional school of their choice, and the excellence of our program is recognized and appreciated by the graduate and professional schools to which our students apply and are accepted. While students who aspire to enter one of the health professions need not pursue a major in one of the sciences, the majors which can most easily be adapted to their needs are in biology, biochemistry, and chemistry.

There are three aspects of our program that set it apart from others in our region:

1. *The Core Curriculum* – Medical schools seek students who have a broad-based educational background rich in the humanities. This is exactly the sort of coursework available to students through the college's Core Curriculum.
2. *Preparation for a Post-graduate Education* – Our graduates who have entered health professional schools have confirmed the strength of their undergraduate preparation at Spring Hill. Many of the textbooks that we use in our upper-division biology courses are the same texts used to teach those subjects in medical school. Often students report that subjects were taught in greater depth at Spring Hill than they were in medical school.
3. *Support* – Pre-health science students receive guidance and support from the faculty in every aspect of their pre-medical education. Several group meetings are held each year dealing with issues such as policies and procedures for applying to medical school and preparation for the Medical College Admission Test (MCAT). The Directors of Admission of our state-supported schools of dentistry, medicine, and pharmacy visit our campus

each year (as does a representative of the school of medicine at Louisiana State University); and students have the opportunity to meet with these representatives individually. Typically, by the time students make application to the schools of their choice at the end of their junior year, they are well known by the admissions officers of those schools.

### **THE SPRING HILL COLLEGE/SAINT LOUIS UNIVERSITY PRE-MEDICAL SCHOLARS PROGRAM**

The Spring Hill College/Saint Louis University Pre-Medical Scholars Program is a special arrangement between Spring Hill College and the Saint Louis University School of Medicine. It is intended to reduce some of the stress and anxiety that pre-medical students often experience, including preparation for the MCAT.

The program is available to students who have been offered an acceptance to Spring Hill College, have exceptional standardized test scores (ACT composite of 30 or higher, or SAT math and verbal composite of 1320 or higher), a recalculated high school GPA of 3.75 or higher, and excellent recommendations.

The successful student is given the opportunity to apply to medical school during the summer after the sophomore year without taking the MCAT. The Saint Louis University School of Medicine requires that students take the MCAT *after* they receive provisional acceptance, and students are expected to achieve their highest possible scores on the MCAT, but the scores *do not* affect the student's provisional acceptance to medical school.

To apply to the program students will check the box marked "yes, I want to be considered for the Pre-Medical Scholars Program" on the Spring Hill College application for admissions. Additional information concerning the program is available at the website of the Department of Biology.

### **THE POST-BACCALAUREATE PRE-MEDICAL STUDIES PROGRAM**

The Post-Baccalaureate Pre-Medical Studies Program is designed for college graduates who have an undergraduate degree in a field other than the sciences and who seek admission into medical, dental, veterinary, and other health care professional schools. The program consists of basic science courses in biology, chemistry, physics, and mathematics that fulfill requirements for admission to medical school and other health-related professional programs. Additional information concerning this program can be obtained at the websites of the Department of Biology and the Office of Graduate and Continuing Studies.

### **INTERDISCIPLINARY MAJOR IN BIOPSYCHOLOGY**

Biopsychology (also known as Neuroscience) is the study of the biological processes that relate to behavior, including the molecular and cellular basis of neural functioning. By its nature, the field of biopsychology is an interdisciplinary field of study that encompasses biology, chemistry, and psychology. It is a

broad scientific discipline that involves studying the brain from a chemical, cellular, genetic, and developmental, behavioral, cognitive, or social behavioral perspective. A graduate with a Bachelor of Science in Biopsychology could pursue entry-level positions in academic or private research settings, sales positions in the biotechnology industry, or alternative careers such as policy development or science writing. In addition, the major provides the training necessary to be competitive when applying to medical school and various graduate programs in neuroscience and related disciplines.

Requirements of the major include completion of the following:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology with Laboratory	4
BIO 301	Genetics	3
BIO 360	Cell Biology	3
BIO 362	Cell and Molecular Laboratory	1
BIO 480	Neurobiology	3
PSY 101	General Psychology	3
PSY 351	Descriptive Research Methods	3
PSY 352	Experimental Research Methods	3
PSY 364	Biological Psychology	3
PSY 491	Senior Seminar	3
CHM 111 & 113	General Chemistry I with Laboratory	4
CHM 112 & 114	General Chemistry II with Laboratory	4
CHM 331 & 333	Organic Chemistry I with Laboratory	4
CHM 332 & 334	Organic Chemistry II with Laboratory	4
MTH 163	Basic Statistics for the Sciences	3
or PSY 263	or Statistics for the Social Sciences (3)	

#### UPPER-DIVISION ELECTIVES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
<i>Choose a minimum of four courses from the two lists below with at least one course from each list.</i>		12-14
<b>List #1</b>		
BIO 310	Animal Behavior (3)	
BIO 322 & 324	Developmental Biology with Laboratory (4)	
BIO 410	Immunology (3)	
BIO 450	Molecular Biology (3)	
BIO 462 & 464	General Physiology with Laboratory (4)	
CHM 461	Biochemistry I (3)	
<b>List #2</b>		
PSY 304	Developmental Psychology (3)	
PSY 324	Health Psychology (3)	
PSY 374	Drugs, Brain, & Behavior (3)	
PSY 375	Cognitive Psychology (3)	

*Recommended courses include:*

PHL 311	Bioethics	3
PHL 370	Philosophy of Science	3
PHL 422	Philosophy of the Mind	3

## **BIOLOGY (BIO)**

**Department Chair/Program Director: David F. Dean, DVM, Ph.D.**

The objective of the Department of Biology is to provide students with a postsecondary education in the life sciences, the health professions, or teaching. The department offers three optional concentrations: Cellular and Molecular Biology, Organismal and Marine Biology, and Pre-Health Science (for those preparing for a career in medicine, dentistry, veterinary medicine, physical therapy, pharmacy, etc.). For additional information regarding departmental programs and faculty, please consult the College's website at: [www.shc.edu](http://www.shc.edu). The departmental website contains faculty contact information, and prospective students are encouraged to contact departmental faculty for further information concerning our programs.

An additional objective of the department is to provide all students of the College with the opportunity to learn the general principles of the life sciences necessary for a complete liberal arts education.

### **Requirements**

Each concentration requires BIO 101 Principles of Biology, BIO 103 Principles of Biology Laboratory, and thirty semester hours of upper-division lecture and laboratory courses in biology or chemistry. Of these, eighteen hours must be in biology and include BIO 301 Genetics, BIO 360 Cell Biology, and BIO 362 Cell and Molecular Biology Laboratory. Biology majors are required to take MTH 121 Calculus I and MTH 163 Basic Statistics for the Sciences. Though not required, students are encouraged to choose upper-division biology electives within one of the three concentrations. All science and mathematics courses must be passed with a grade of C- or higher. All prerequisite courses must be passed with a grade of C- or higher before taking a course for which they are prerequisites.

The minor in biology consists of twenty-four semester hours in biology, including BIO 301 Genetics, BIO 360 Cell Biology, and BIO 362 Cell and Molecular Biology Laboratory. (Note: General and Organic Chemistry are prerequisites for many upper-division biology courses.)

In order to graduate with a Bachelor of Science degree, students majoring in biology must pass a standardized comprehensive written examination and demonstrate speech competency by taking and passing CMM 150 Introduction to Public Speaking or its equivalent.

## **MARINE BIOLOGY CONCENTRATION**

All students following the concentration in Marine Biology should anticipate spending a portion of the summer between their junior and senior years at the Marine Environmental Sciences Consortium laboratory (also known as the Dauphin Island Sea Lab) on nearby Dauphin Island. On a space available basis, study at the Sea Lab might also be available between the sophomore and junior years. Appropriate courses taken at the Sea Lab may be substituted for most of

the upper-division concentration requirements. These courses are to be arranged in consultation with the student's academic advisor and the College's liaison officer for the Sea Lab, Dr. Charles M. Chester.

### **Bachelor of Science in Biology (Pre-Health Science Concentration)**

#### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology with Laboratory	4
BIO 231 & 233	Anatomy and Physiology I with Laboratory	4
BIO 232 & 234	Anatomy and Physiology II with Laboratory	4
BIO 236 & 238	Microbial Biology with Laboratory	4
CHM 111 & 113	General Chemistry I with Laboratory	4
CHM 112 & 114	General Chemistry II with Laboratory	4
MTH 121	Calculus I	4
MTH 163	Basic Statistics for the Sciences	3
PHY 221 & 213	Physics with Calculus I and Laboratory	4
PHY 222 & 214	Physics with Calculus II and Laboratory	4

#### **UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 301	Genetics	3
BIO 360	Cell Biology	3
BIO 362	Cell and Molecular Biology Laboratory	1
* BIO 322 & 323	Developmental Biology with Laboratory	4
* BIO 351 & 353	Parasitology with Laboratory	4
* BIO 410	Immunology	3
* BIO 421 & 423	Histology with Laboratory	4
* BIO 440	Basic and Clinical Endocrinology	3
* BIO 450	Molecular Biology	3
* BIO 462 & 464	General Physiology with Laboratory	4
* BIO 470	Mechanisms of Disease	3
* BIO 480	Neurobiology	3
CHM 331 & 333	Organic Chemistry I with Laboratory	4
CHM 332 & 334	Organic Chemistry II with Laboratory	4
* CHM 461	Biochemistry I	3

\*Elective. Students select the number of elective courses that will fulfill the major requirement of thirty semester hours of upper-division courses in biology or chemistry; eighteen of these hours must be in biology.

## Bachelor of Science in Biology Organismal/Marine Biology Concentration

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology with Laboratory	4
BIO 102 & 104	Botany with Laboratory	4
* BIO 105	Introduction to Marine Science	3
BIO 205 & 207	Invertebrate Zoology with Laboratory	4
BIO 254 & 256	Vertebrate Zoology with Laboratory	4
CHM 111 & 113	General Chemistry I with Laboratory	4
CHM 112 & 114	General Chemistry II with Laboratory	4
MTH 121	Calculus I	4
MTH 163	Basic Statistics for the Sciences	3
PHY 221 & 213	Physics with Calculus I and Laboratory	4
PHY 222 & 214	Physics with Calculus II and Laboratory	4

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 301	Genetics	3
BIO 360	Cell Biology	3
BIO 362	Cell and Molecular Biology Laboratory	1
* BIO 310	Animal Behavior	3
* BIO 322 & 324	Developmental Biology with Laboratory	4
* BIO 351 & 353	Parasitology with Laboratory	4
* BIO 355 & 357	Ecology with Laboratory	4
* BIO 460	Evolution	3
* MRN 301	Marine Botany	4
* MRN 302	Marine Vertebrate Zoology	4
* MRN 306	Marine Biology	4
* MRN 312	Marine Ecology	4
* MRN 403	Marine Invertebrate Zoology	4
* MRN 414	Marsh Ecology	4
* MRN 416	Coral Reef Ecology	4
* MRN 431	Dolphins and Whales	2
CHM 331 & 333	Organic Chemistry I with Laboratory	4
CHM 332 & 334	Organic Chemistry II with Laboratory	4

\*Elective. Students select the number of elective courses that will fulfill the major requirement of thirty semester hours of upper-division courses in biology or chemistry; eighteen of these hours must be in biology.

## Bachelor of Science in Biology

### Cell and Molecular Biology Concentration

#### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology with Laboratory	4
BIO 205 & 207 <i>or</i>	Invertebrate Zoology with Laboratory <i>or</i>	4
BIO 231 & 233	Anatomy and Physiology I with Laboratory	
BIO 232 & 234 <i>or</i>	Anatomy and Physiology II with Laboratory <i>or</i>	4
BIO 254 & 256	Vertebrate Zoology with Laboratory	
BIO 236 & 238	Microbial Biology with Laboratory	4
CHM 111 & 113	General Chemistry I with Laboratory	4
CHM 112 & 114	General Chemistry II with Laboratory	4
MTH 121	Calculus I	4
MTH 163	Basic Statistics for the Sciences	3
PHY 221 & 213	Physics with Calculus I and Laboratory	4
PHY 222 & 214	Physics with Calculus II and Laboratory	4

(Normally, students take either the two-semester sequence in Human Anatomy & Physiology or Invertebrate and Vertebrate Zoology. Also, students may take Botany in place of, or in addition to, Microbial Biology.)

#### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 301	Genetics	3
BIO 302	Genetics Laboratory	1
BIO 360	Cell Biology	3
BIO 362	Cell and Molecular Biology Laboratory	1
* BIO 322 & 324	Developmental Biology with Laboratory	4
* BIO 410	Immunology	3
* BIO 440	Basic and Clinical Endocrinology	3
* BIO 450	Molecular Biology	3
* BIO 462 & 464	General Physiology with Laboratory	4
* BIO 470	Mechanisms of Disease	3
* BIO 480	Neurobiology	3
CHM 331 & 333	Organic Chemistry I with Laboratory	4
CHM 332 & 334	Organic Chemistry II with Laboratory	4
* CHM 461	Biochemistry I	3
* CHM 462 & 464	Biochemistry II with Laboratory	4

\*Elective. Students select the number of elective courses that will fulfill the major requirement of thirty semester hours of upper-division courses in biology or chemistry; eighteen of these hours must be in biology.

The following courses are recommended for all biology majors:

PHL 311 <i>or</i>	Bioethics <i>or</i>	3
PHL 214	Environmental Ethics	
PHL 391	Philosophy of Science	3
SOC 391	Medical Sociology	3

## Minor in Biology

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology with Laboratory	4
BIO 102 & 104 <i>or</i>	Botany with Laboratory <i>or</i>	4
BIO 236 & 238	Microbial Biology with Laboratory	
BIO 205 & 207 <i>or</i>	Invertebrate Zoology with Laboratory <i>or</i>	4
BIO 231 & 233	Anatomy and Physiology I with Laboratory	
BIO 232 & 234 <i>or</i>	Anatomy and Physiology II with Laboratory <i>or</i>	4
BIO 254 & 256	Vertebrate Zoology with Laboratory	

(Normally, students take either the two-semester sequence in Human Anatomy & Physiology or Invertebrate and Vertebrate Zoology. Also, students may take Botany in place of, or in addition to, Microbial Biology.)

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 301	Genetics	3
BIO 360	Cell Biology	3
BIO 362	Cell and Molecular Biology Laboratory	1
BIO or MRN	Electives	8

### LOWER-DIVISION COURSES

**BIO 100. Human Biology (3)** This is a biology course with human application addressing five major areas: physiology, development, genetics, evolution, and current health issues. Special laboratory exercises and demonstrations are included. Satisfies the core laboratory or general science division core requirement.

**BIO 101. Principles of Biology (3)** A study of fundamental biological concepts and processes. Corequisite: BIO 103, MTH 111 or MTH 121.

**BIO 102. Botany (3)** An introductory course in botany. (Bibliographic instruction course) Prerequisite: BIO 101 and 103 or equivalent. Corequisite: BIO 104.

**BIO 103. Principles of Biology Laboratory (1)** Corequisite: BIO 101.

**BIO 104. Botany Laboratory (1)** Corequisite: BIO 102.

**BIO 105. Introduction to Marine Science (3)** An introduction to the various disciplines that constitute marine science, both physical and biological. Prerequisite: BIO 101.

**BIO 110. Environmental Biology (3)** A study of the interrelationships between humans and their environment. Emphasis on human impact on natural ecosystems, environmental economics, politics, and ethics. Special laboratory exercises and demonstrations are included. Satisfies the core curriculum requirement of a laboratory science. No prerequisites.

**BIO 115. Biology of Sex (3)** An introduction to the biological principles of human reproduction. Reproduction anatomy and physiology as well as the social implications of sex and reproductive technology will be considered.



**BIO 120. Farms to Pharmaceuticals: The Botany of Everyday Things (3)** A survey of plants and plant products used by people for food, medicine, clothing, and shelter. Special laboratory exercises and demonstrations are included. Satisfies the laboratory science core curriculum requirement.

**BIO 136. Microbiology (3)** A survey of bacteria, fungi, viruses, and protozoa. Topics relate microbial structure, metabolism, and genetics to patterns of disease and to mode of action of antimicrobials. Prerequisite: BIO 101 or CHM 101. Corequisite: BIO 138. Non-science majors only.

**BIO 138. Microbiology Laboratory (1)** Corequisite: BIO 136. The laboratory emphasizes aseptic technique, and the identification of bacterial groups by differential staining, cultivation and biochemical methods.

**BIO 205. Invertebrate Zoology (3)** An introductory course in zoology. Prerequisite: BIO 101 or CHM 112 or equivalent. Corequisite: BIO 207

**BIO 207. Invertebrate Zoology Laboratory (1)** Corequisite: BIO 205.

**BIO 231-232. Anatomy and Physiology I-II (6)** A two semester survey of human anatomy and physiology using an organ systems approach. The course focuses on normal anatomy and physiology; disease conditions will be discussed when they illustrate fundamental anatomical and physiological principles. Prerequisites: BIO 101; CHM 111 and 112, or CHM 101. Corequisites: BIO 233-234.

**BIO 233-234. Anatomy and Physiology Laboratory I-II (2)** Corequisites: BIO 231 and 232. An in-depth study of human anatomy and physiology using an organ systems approach. (Bibliographic instruction course)

**BIO 236. Microbial Biology (3)** A course in microbiology for science majors emphasizing the role and importance of microbes in medical, environmental and molecular disciplines. Prerequisite: BIO 101.

**BIO 238. Microbial Biology Laboratory (1)** Corequisite: BIO 236.

**BIO 254. Vertebrate Zoology (2)** Anatomical study of vertebrate forms with special attention to function. Prerequisite: BIO 205 and 207 or equivalent. Corequisite: BIO 256.

**BIO 256. Vertebrate Zoology Laboratory (2)** Corequisite: BIO 254.

## UPPER-DIVISION COURSES

**BIO 301. Genetics (3)** A study of problems in heredity and variation. Prerequisites: BIO 101 and 232 or 254 or equivalent or permission of instructor.

**BIO 302. Genetics Laboratory (1)** A practical course in methods of genetic investigation. Prerequisites: BIO 301, 360.

**BIO 310. Animal Behavior (3)** An advanced survey of modern approaches to the study of animal behavior; emphasizing the integration of ecological, evolutionary, ethological and physiological approaches. Prerequisites: BIO 301 or permission of instructor.

**BIO 322. Developmental Biology (3)** Introduction to embryology, gametogenesis, fertilization, cleavage, gastrulation, and organ formation in typical vertebrate forms. Prerequisite: BIO 301. Corequisite: BIO 324.

**BIO 324. Developmental Biology Laboratory (1)** Corequisite: BIO 322.

**BIO 340. History and Literature of Biology (3)** The events and ideas that have contributed to the development of modern biology, and a guide to searching the literature of biology and biomedical science. Prerequisites: BIO 101.

**BIO 351. Parasitology (2)** A study of animal parasites which infect or infest man or serve as transmitters of pathogenic organisms to man. Prerequisites: BIO 254 or 232 or equivalent or permission of instructor. Corequisite: BIO 353.

**BIO 353. Parasitology Laboratory (2)** Corequisite: BIO 351.

**BIO 355. Ecology (2)** A study of the principles of ecology and their applications to environmental problems in a modern society. Prerequisite: BIO 301 or equivalent. Corequisite: BIO 357.

**BIO 357. Ecology Laboratory (2)** Corequisite: BIO 355.

**BIO 360. Cell Biology (3) (W)** An advanced course in cell structure and function. Prerequisites: (BIO 205 and 207) or (BIO 231-234), and CHM 331-334. Corequisite: BIO 362.

**BIO 362. Cell and Molecular Biology Laboratory (1)** A practical course in methods of cellular and molecular biology. Pre/corequisite: BIO 360.

**BIO 410. Immunology (3)** An introduction to the language and basic concepts of immunology including the normal immune response and immune disorders. Prerequisites: BIO 136 and BIO 301.

**BIO 421. Histology (2)** A study of microscopic structure of cells, tissues, and organs. Prerequisite: BIO 360. Corequisite: BIO 423.

**BIO 423. Histology Laboratory (2)** Corequisite: BIO 421.

**BIO 440. Basic and Clinical Endocrinology (3)** A comprehensive study of the anatomy of endocrine glands, the biochemistry of the hormones they produce, the effect of hormones on normal human physiology, and the disorders that result from both hypo- and hypersecretion of hormones. Prerequisite: BIO 360.

**BIO 450. Molecular Biology (3) (W)** An integrated study of gene and nucleic acid structure and function in both prokaryotic and eukaryotic organisms. Prerequisite: BIO 301 or 360.

**BIO 460. Evolution (3)** The study of the development of plants and animals from earlier forms. Prerequisites: senior biology majors or permission of instructor.

**BIO 462. General Physiology (3)** An in-depth study of neural and endocrine control mechanisms, as well as muscular, cardiovascular, respiratory, renal, and digestive physiology. Prerequisites: BIO 360, and CHM 331 and 333. Corequisite: BIO 464.

**BIO 464. General Physiology Laboratory (1)** Corequisite: BIO 462.

**BIO 470. Mechanisms of Disease (3)** Advanced topics in pathobiology and mechanisms of disease: mechanisms of cell injury, inflammation and healing, diseases of immunity, neoplasia, infectious and genetic diseases. Selected contemporary topics from current literature will be discussed. Prerequisites: BIO 462, 464 and BIO 421, 423 (concurrently).

**BIO 480. Neurobiology (3)** A study of the details of neuroanatomy, neurophysiology, motor and sensory systems, neuronal development, and the history of neuroscience. Prerequisites: BIO 360 and CHM 332.

**BIO 499. Special Topics** An enrichment in special biological problems for advanced students. Admission by approval of department chair. Hours and credits to be arranged by the project director. This course will normally not count toward the minimum number of hours of concentration. Prerequisites: 12 hours of biology including BIO 360 and 301.

## MARINE BIOLOGY (MRN)

The following courses are offered at the Dauphin Island Sea Lab of the Marine Environmental Sciences Consortium for credit from Spring Hill College.

### LOWER-DIVISION COURSES

**MRN 125. Oceanology of the Gulf of Mexico (2)** A survey of the physics, chemistry, biology, geology, and meteorology of the continental margins and deep ocean regions in the Gulf of Mexico and adjacent waters.

**MRN 127. Commercial Marine Fisheries of Alabama (2)** Exploitation and biology of commercial vertebrates and invertebrates of Alabama and the adjoining Gulf of Mexico, with emphasis on distribution, harvesting technology, processing, and economic values. Laboratory exercises include visits to local processing plants and a trawling expedition.

**MRN 129. Coastal Climatology (2)** Controlling factors of the world's climates, with particular attention to coastal areas, and application and interpretation of climate data.

**MRN 140. GIS Basics (2)** An introduction to the use of geographic information systems in the coastal and marine environment such as creating and analyzing spatial data. Prerequisite: understanding of Windows operating systems for computers.

**MRN 142. GIS Applications (2)** About a variety of applications, including GPS data collection, image rectification, 3D display, and Internet mapping. Prerequisite: MRN 140 or the equivalent.

### UPPER-DIVISION COURSES

**MRN 301. Marine Botany (4)** A general survey of marine algae, vascular and non-vascular plants associated with the marine and estuarine environment. Structure, reproduction, identification, distribution, and ecology are considered. Prerequisite: BIO 102.

**MRN 302. Marine Vertebrate Zoology (4)** Lectures will include a general survey of marine vertebrates (except birds) with emphasis on the major groups of fishes. Laboratory sessions will emphasize collecting, observing, and field studies of the local fauna. Prerequisite: BIO 254.

**MRN 304. Marine Protozoology (2)** The taxonomy, structure, ecology, and methods of study of major groups of unicellular marine protists. Prerequisite: BIO 205.

**MRN 306. Marine Biology (4)** A general survey of marine habitats emphasizing the interactions between organisms and their physical and chemical environments. Prerequisite: BIO 101.

**MRN 307. Introduction to Oceanography (4)** A general survey of oceanic and near-coastal environments with emphasis on the interaction between physical, geological, chemical, and biological processes. Prerequisites: BIO 101, CHM 111, PHY 221.

**MRN 308. Coastal Ornithology (4)** Lectures stress the ecology of birds near the coast. Laboratory work is oriented to identification and behavior in the field. Prerequisite: BIO 254.

**MRN 312. Marine Ecology (4)** Application of general ecological principles to both open ocean and nearshore waters. Prerequisite: BIO 254.

**MRN 315. Marine Geology (4)** Nearshore processes, interactions between animals and sediment, grain sizes and sorting, data gathering and report writing. Prerequisite: permission of instructor.

**MRN 316. Recent Marine Sedimentation (4)** A study of marine sedimentation with emphasis on sedimentary processes and depositional environments. Field exposure to modern carbonate (Florida Keys) and clastic (Gulf Coast/Mississippi River Delta) environments and to ancient analogs. Prerequisite: permission of instructor.

**MRN 318. Coastal Geomorphology (2)** An introduction to such topics as waves and other coastal hydrodynamics, sediment transport, and interactions with man's dredging, beach filling, and building of jetties. Prerequisite: permission of instructor.

**MRN 323. Marine Technical Methods (2)** An introduction to field methods, including planning, sampling from both the water-column and sediments, analysis and reporting. Prerequisite: BIO 101.

**MRN 325. Identification of Vascular Flora of Dauphin Island and Coastal Alabama (2)** A study of the basic characteristics of vascular plants, including experience in collecting, processing, and identifying plants. Prerequisite: BIO 102.

**MRN 403. Marine Invertebrate Zoology (4)** Evolution of systems in major and minor phyla of invertebrates and their adaptations, emphasizing local fauna. Prerequisite: BIO 205.

**MRN 414. Marsh Ecology (4)** A study of the flora and fauna elements of various marine marsh communities. Interaction of physical and biological factors will be emphasized. Course is structured to provide actual field experience in addition to lecture material. Trips will be scheduled to acquaint students with regional examples of marsh types. Prerequisite: BIO 355.

**MRN 416. Coral Reef Ecology (4)** Ecology and evolution of coral reef communities, seagrass beds, and mangrove swamps, with a one-week field trip to Andros Island, Bahamas. Prerequisite: BIO 355 or MRN 312 or permission of the instructors.

**MRN 418. Marine Behavioral Ecology (4)** Lectures, laboratory exercises, and overnight field trips to show how animal behavior is influenced by its environment and how data is collected and analyzed. Prerequisites: BIO 254 and MTH 121. Recommended: MTH 465.

**MRN 420. Marine Conservation Biology (4)** Application of current conservation biology to the marine realm through lectures, field trips, assigned readings and term paper. Prerequisite: BIO 355 or MRN 312. Recommended: PHL 214.

**MRN 422. Marine Fish Diseases (2)** An introduction to aquatic animal diseases, specifically finfish and shellfish with practical techniques for isolation and identification. Prerequisite: BIO 101. Recommended: BIO 136.

**MRN 424. Marine Aquaculture (2)** Techniques in marine aquaculture such as nutrition, reproductive biology, production, water quality maintenance, processing, marketing, and the economics of commercially important species. Prerequisites: BIO 102 and CHM 111. Recommended: BIO 205.

**MRN 426. Coastal Zone Management (2)** An examination of the major substantive and procedural aspects of specific laws and regulations governing activity in

the coastal zone and of how coastal processes affect specific management issues of the zone. No prerequisites.

**MRN 430. Special Topics (1 to 4)** Under this title come courses that have been approved too recently by the MESC program committee to be published here with their formal names. Prerequisites: As published in the advising manual of the MESC.

**MRN 431. Dolphins and Whales (2)** Lectures, audiovisual presentations, and practical exercises to guide students to further study of the classification, anatomy, and ecology of the cetaceans. Prerequisite: BIO 254 or 232.

**MRN 433. Marine Toxicology (4)** This course will introduce basic topics of marine toxicology to students, including dose-response relationships. Data analysis and experimental design of toxicological studies will be taught, and animals of the coastal area will be used to carry out toxicological studies. Prerequisites: BIO 360, CHM 331.

**MRN 435. Tropical Marine Ecosystems (4)** This course will introduce students to the basic ecology, biology and geology of tropical ecosystems, with a one-week trip to the Florida Keys. Prerequisite: BIO 355 or permission of instructor.

**MRN 440. Directed Research (1 to 6)** Students may enroll by special arrangement. Prerequisites: Discussion with and approval by a faculty member who will be in residence at the Sea Lab during the research.

**MRN 450. Introduction to Neurobiology (4)** The neuroanatomy and neurophysiology of marine invertebrates and vertebrates. Prerequisite: BIO 360. Recommended: PHY 221 and 462.

## GRADUATE COURSES

**MRN 501. Marine Botany (4)** Similar to MRN 301.

**MRN 503. Marine Invertebrate Zoology (4)** Similar to MRN 403.

**MRN 512. Marine Ecology (4)** Similar to MRN 312.

## CHEMISTRY, PHYSICS AND ENGINEERING

**Department Chair: Lesli W. Bordas, Ph.D.**

### CHEMISTRY (CHM)

**Program Director: Carolyn R. Simmons, Ph.D.**

The purpose of the Chemistry Program is to provide an opportunity for all students to learn the fundamentals of chemistry and to offer a series of courses which, together with the College's core curriculum, will give a broad education and prepare students for a wide range of career opportunities. A clear understanding of chemical laws and theories is emphasized in all courses. Experimental techniques and powers of observations are developed through carefully conducted laboratory work. To achieve these goals, chemistry majors are required to complete twenty-six credit hours of upper-division chemistry courses, calculus through MTH 323, and three credit hours of program electives. For answers to questions about the major, contact the program coordinator.

## Requirements

The Chemistry Program offers a major leading to the Bachelor of Science degree in chemistry. For the student who plans a professional career in chemistry, a program of studies is listed below.

The program elective, shown at the bottom of the list of required upper-division courses, will generally be chosen from CHM 461 or CHM 481.

Students majoring in chemistry must attain a grade of C- or better in every required course in chemistry, mathematics and physics. They must also successfully complete a comprehensive examination provided by the chemistry faculty and given in the senior year.

The College-wide speech competency requirement is fulfilled through the successful completion of CHM 392 and CHM 492.

## Bachelor of Science in Chemistry

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 111 & 113 <sup>1</sup>	General Chemistry I and Laboratory	4
CHM 112 & 114 <sup>1</sup>	General Chemistry II and Laboratory	4
CHM 251 & 253	Analytical Chemistry and Laboratory	4
MTH 121-122 <sup>1</sup>	Calculus I and II	8
PHY 221 & 213	Physics with Calculus I and Lab	4
PHY 222 & 214	Physics with Calculus II and Lab	4

<sup>1</sup>These courses also satisfy 9 credits of core curriculum requirements.

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 302 & 304	Instrumental Analysis and Laboratory	5
CHM 331 & 333	Organic Chemistry I and Laboratory	4
CHM 332 & 334	Organic Chemistry II and Laboratory	4
CHM 391-392	Junior Seminars in Chemistry	1
CHM 441 & 443	Physical Chemistry I and Laboratory	4
CHM 442 & 444	Physical Chemistry II and Laboratory	4
CHM 491-492	Senior Seminars in Chemistry	1
CHM 451 <sup>1</sup>	Advanced Inorganic Chemistry	3
MTH 323	Calculus III	3
3xx or 4xx <sup>2</sup>	Program Elective	3

<sup>1</sup>Under special circumstances, CHM 461 may be substituted with the prior approval of the student's advisor and of the Chemistry Program Coordinator.

<sup>2</sup>Usually a chemistry course but a relevant course in another discipline may be substituted upon advisor's approval.

For students who seek an undergraduate degree in chemistry but plan careers related to chemistry, for example: (a) engineering, (b) health sciences (pre-medical, pre-dental, etc.), (c) business (chemical industry, government agencies, etc.), the following recommendations are given for some of the seventeen hours of general elective courses.

Suggested use of general electives for career goals:

### Engineering

Freshman year:	Recommendation of advisor
Sophomore year:	MTH 461
Junior year:	Recommendation of advisor MTH elective
Senior year:	Recommendation of advisor

### Health Sciences

Freshman year:	BIO 101 & 103, 236 & 238
Sophomore year:	BIO 231-234
Junior year:	Recommendation of advisor
Senior year:	Recommendation of advisor

### Business

Freshman year:	ECO 101-102 ACC 201-202
Sophomore year:	BUS 263-264 CIS 115
Junior year:	Recommendation of advisor
Senior year:	Recommendation of advisor

Students with concentrations in other fields may elect a chemistry minor.

## Minor in Chemistry

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 111 & 113 <sup>1</sup>	General Chemistry I and Laboratory	4
CHM 112 & 114 <sup>1</sup>	General Chemistry II and Laboratory	4
CHM 251 & 253	Analytical Chemistry and Laboratory	4

<sup>1</sup>These courses also satisfy 6 hours of College core curriculum requirements.

### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 331 & 333	Organic Chemistry I and Laboratory	4
CHM 332 & 334	Organic Chemistry II and Laboratory	4

Prerequisite courses must be passed with a grade of C- or better to satisfy the requirements for enrollment in a subsequent course.

### LOWER-DIVISION COURSES

**CHM 100. Chemistry in the Modern World (3)** An introduction to the chemistry underlying areas of interest in contemporary life. Topics include: environmental chemistry, agricultural chemistry, plastics, nutrition, chemistry and medicine, and consumer chemistry. Laboratory experiments and demonstrations are

included. Satisfies the laboratory science or general science division requirement for the core.

**CHM 101. Chemistry and Life Processes (3)** An introduction to general and organic chemistry focusing on topics relevant to the health professions. This course is also appropriate for those students seeking a preparatory course prior to entry into CHM 111. Satisfies the laboratory science or general science division requirement for the core.

**CHM 102. Forensic Sciences (3)** An introduction to the basic principles and uses of forensic sciences in the American system of justice, this course will review the application of biological, physical, chemical, medical and behavioral sciences as they apply to evidence and its use in law. There are no pre/corequisites for this course. A laboratory fee is charged for this course. Satisfies the laboratory science or general science division requirement for the core.

**CHM 111. General Chemistry I (3)** The first in a two-course series covering some of the most fundamental concepts and theories underlying chemistry. Examples of topics covered in this course are atomic and molecular structure, gases, aqueous solutions, chemical reactions, and thermochemistry. Pre/corequisites: CHM 113, and MTH 111 or 121.

**CHM 112. General Chemistry II (3)** A continuation of CHM 111 including such topics as kinetics, equilibria, acid and base chemistry, thermodynamics, and electrochemistry. Prerequisite: CHM 111 or equivalent. Pre/corequisite: CHM 114.

**CHM 113. General Chemistry I Laboratory (1)** Pre/corequisite: CHM 111. Laboratory exercises to complement and reinforce the concepts covered in CHM 111. Development of basic skills in measurement, observation, deduction, and manipulation.

**CHM 114. General Chemistry II Laboratory (1)** Pre/corequisite: CHM 112. Experiences and exercises to demonstrate and supplement the topics of CHM 112, including the qualitative analysis of selected ions.

**CHM 251. Analytical Chemistry (2)** Topics covered include: error analysis, various types of volumetric analyses, and an introduction to spectroscopy. Prerequisite: CHM 112 or equivalent. Corequisite: CHM 253.

**CHM 253. Analytical Chemistry Laboratory (2)** Corequisite: CHM 251. Laboratory exercises to complement and reinforce the concepts covered in CHM 251, including on-site analysis.

## UPPER-DIVISION COURSES

**CHM 302. Instrumental Analysis (3)** The operating principles and capabilities of various instrumental methods for chemical analysis are studied. These instruments underlie much of the progress made in modern chemistry and biology over the last forty years. Topics covered include: ultraviolet/visible spectroscopy, luminescence spectroscopy, atomic absorption spectroscopy, mass spectroscopy, and gas and liquid chromatography. Prerequisite: CHM 251 or equivalent. Corequisite: CHM 304.

**CHM 304. Instrumental Analysis Laboratory (2) (W)** Corequisite: CHM 302. Hands-on experience with instrumentation with additional laboratory exercises to complement and reinforce the concepts covered in CHM 302.

**CHM 331. Organic Chemistry I (3)** An introduction to nomenclature, stereochemistry, functional groups, and alkane chemistry. Emphasis is placed on



mechanisms of functional group reactions. Prerequisite: CHM 112 or equivalent. Corequisite: CHM 333.

**CHM 332. Organic Chemistry II (3)** An introduction to structural determination of organic compounds and spectroscopy followed by functional group interconversions, aromatic chemistry, and enolate chemistry. Prerequisite: CHM 331 or equivalent. Pre/corequisite: CHM 334.

**CHM 333. Organic Chemistry Laboratory I (1)** Corequisite: CHM 331. Laboratory exercises that teach necessary skills for performing organic chemistry reactions.

**CHM 334. Organic Chemistry Laboratory II (1)** Corequisite: CHM 332. Laboratory exercises to complement and reinforce the concepts covered in CHM 332.

**CHM 422. Biophysical Chemistry (3)** An introduction to the physical chemistry relevant to biochemical systems, including thermodynamics, kinetics, transport processes and fundamental atomic and molecular structure. Prerequisite: MTH 122 or equivalent.

**CHM 424. Biophysical Chemistry Laboratory (1) (W)** Corequisite: CHM 422. Laboratory exercises to complement and reinforce the concepts covered in CHM 422.

**CHM 441. Physical Chemistry I (3)** Mathematical treatment of chemical laws and theories, including thermodynamics, kinetics, kinetic theory, and chemistry of solutions and surfaces. Pre/corequisites: PHY 222 or equivalent; MTH 323 or equivalent.

**CHM 442. Physical Chemistry II (3)** Mathematical treatment of chemical laws and theories, including quantum theory, atomic and molecular structure, and spectroscopy. Pre/corequisites: PHY 222 or equivalent; MTH 323 or equivalent.

**CHM 443. Physical Chemistry Laboratory I (1) (W)** Corequisite: CHM 441. Laboratory exercises to complement and reinforce the concepts covered in CHM 441.

**CHM 444. Physical Chemistry Laboratory II (1) (W)** Corequisite: CHM 442. Laboratory exercises to complement and reinforce the concepts covered in CHM 442.

**CHM 451. Advanced Inorganic Chemistry (3)** Selected topics within the great diversity of inorganic chemistry, including theories and concepts that help explain much of the chemistry of the main group and transition elements. Prerequisite: CHM 331.

**CHM 461. Biochemistry I (3)** A survey of lipids, carbohydrates, proteins and enzyme chemistry with emphasis on metabolic pathways including glycolysis, the citric acid cycle, and oxidative phosphorylation. Prerequisites: CHM 332 (BIO 360 recommended).

**CHM 462. Biochemistry II (3)** An in-depth look at protein function, synthetic peptide construction, amino acid and nucleotide metabolism, and gene expression and replication. Prerequisites: CHM 461.

**CHM 464. Biochemistry Laboratory (1)** Pre/corequisite: CHM 461. Laboratory exercises to complement and reinforce the concepts covered in CHM 462.

**CHM 481. Spectrometric Methods of Structure Determination (3)** A study of proton and carbon-13 NMR spectra, mass spectra, infrared, and ultraviolet spectra for the determination of the molecular structure and the identification of organic compounds. Prerequisite: CHM 332.

**CHM 485. Special Studies in Chemistry (1-3)** A course whose content will vary according to the needs and interests of the students.

**CHM 487-488. Chemistry Internship (1-3)** A program of supervised study and research in an academic or commercial chemical laboratory to give students experience with advanced methods and to prepare students for postgraduate work. Hours and credits will be decided by the student and the instructor.

### **SEMINARS (0-1)**

Student seminars, field trips, and guest lecturers.

**CHM 391. Junior Seminar (0)** Fall Semester (Bibliographic instruction course)

**CHM 392. Junior Seminar (1)** Spring Semester (Bibliographic instruction course)

**CHM 491. Senior Seminar (0)** Fall Semester (Bibliographic instruction course)

**CHM 492. Senior Seminar (1)** Spring Semester. (Bibliographic instruction course)

**CHM 395-396. Junior Chemistry Research (1-2)** An original and individual experimental investigation with associated literature study in one of the fields of chemistry under the supervision of a member of the faculty. Students in this course will meet periodically in seminar with the faculty. At the end of the semester, students will write a research report in the form of a journal article and may give an oral presentation to the chemistry seminar. By mutual agreement between the student and the faculty member.

**CHM 495-496. Senior Chemistry Research (1-3)** See course description for CHM 395-396.

## **BIOCHEMISTRY**

**Program Director: Lesli W. Bordas, Ph.D.**

This is an interdisciplinary major offered by the Division of Sciences. Its purpose is to enable students to acquire a strong background in the chemical underpinnings of biology, one of the fastest growing and most important areas of scientific and medical research today. Courses in biology, chemistry, mathematics, and physics provide a solid foundation in the basic sciences. Upper-level courses are designed to integrate these disciplines into a meaningful synthesis. Together with the College's core curriculum, this program provides students with a broad education and a strong, interdisciplinary background in the sciences, and prepares them for numerous careers, including graduate programs in biochemistry and related fields, medical and allied health professional schools, and the biotechnology and pharmaceutical industries.

### **Requirements**

The Biochemistry program offers a major leading to the Bachelor of Science degree in biochemistry. A program of studies is listed below. All courses relevant to the major are listed as Biology or Chemistry courses; there is no special listing of Biochemistry courses. Students must attain a grade of C- or better in all required science and mathematics courses, and must also successfully complete a comprehensive examination in their senior year.

The program electives shown at the bottom of the list must include either CHM 302 & 304 (Instrumental Analysis and lab, recommended for students intending to go to graduate school or an industrial career) or BIO 462 & 464

(General Physiology and lab, recommended for students intending to apply to a health professional school).

The College-wide speech competency requirement is fulfilled through the successful completion of CHM 391-392 and CHM 491-492.

Prerequisites for relevant courses are as listed in the Chemistry and Biology program descriptions.

## **Bachelor of Science in Biochemistry**

### **LOWER DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BIO 101 & 103	Principles of Biology and Laboratory	4
CHM 111 & 113 <sup>1</sup>	General Chemistry I and Laboratory	4
CHM 112 & 114 <sup>1</sup>	General Chemistry II and Laboratory	4
MTH 121 - 122 <sup>1</sup>	Calculus I and II	8
PHY 221 & 213	Physics with Calculus I and Lab	4
PHY 222 & 214	Physics with Calculus II and Lab	4
CHM 251 & 253	Analytical Chemistry and Laboratory	4

<sup>1</sup>These courses also satisfy 9 credits of core curriculum requirements.

### **UPPER DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 331 & 333	Organic Chemistry I and Laboratory	4
CHM 332 & 334	Organic Chemistry II and Laboratory	4
CHM 461	Biochemistry I	3
CHM 462 & 464	Biochemistry II and Laboratory	4
BIO 301	Genetics	3
BIO 360 & 362	Cell Biology and Laboratory	4
CHM 391 & 392	Junior Seminars in Chemistry	1
BIO 450	Molecular Biology	3
CHM 422 & 424	Biophysical Chemistry and Laboratory	4
CHM 491 & 492	Senior Seminars in Chemistry	1
BIO/CHM 3xx/4xx	Program Electives <sup>1</sup>	7

<sup>1</sup>Must include either CHM 302 & 304 or BIO 462 & 464.

Students with concentrations in fields other than chemistry may elect a biochemistry minor.

## **Minor in Biochemistry**

### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 111 & 113 <sup>1</sup>	General Chemistry I and Laboratory	4
CHM 112 & 114 <sup>1</sup>	General Chemistry II and Laboratory	4

<sup>1</sup>These courses also satisfy 6 hours of College core curriculum requirements.

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 331 & 333	Organic Chemistry I and Laboratory	4
CHM 332 & 334	Organic Chemistry II and Laboratory	4
CHM 461	Biochemistry I	3
CHM 462 & 464	Biochemistry II and Laboratory	4

Prerequisite courses must be passed with a grade of C- or better to satisfy the requirements for enrollment in a subsequent course. Exceptions may be made with the permission of the instructor in consultation with the student's advisor.

**PHYSICS**

**Contact:** Mark O. Byrne, Ph.D.

The objective of the physics course offerings is to provide an opportunity for all students to study physics in courses which emphasize physical principles and theories of classical and modern physics.

**PHYSICS (PHY)**

Presently Spring Hill College does not offer a major in physics, but it does offer elementary and advanced courses in physics. Students desiring to study physics should major in mathematics and use the elective hours in the mathematics program for courses in physics.

The courses in physics make available to students of all departments a coherent, comprehensible, and rigorous account of the current state of one of the most stimulating and satisfying intellectual adventures of today. Clear understanding of physical principles and theories is emphasized. Modern experimental techniques and powers of observation are developed in the laboratory.

**LOWER-DIVISION COURSES**

**PHY 114. Conceptual Physics (3)** A description of the fundamental concepts of physics which shape our view of the physical universe. Classroom demonstrations will emphasize the importance of measurement for the testing of scientific hypotheses. Non-science majors only. No prerequisites.

**PHY 115. Introduction to Astronomy (3)** Survey of selected topics from astronomy, geology, and meteorology demonstrations. No prerequisites.

**PHY 213. Physics Laboratory I (1)** Selected laboratory experiments paralleling topics covered in PHY 221. Corequisite: 221.

**PHY 214. Physics Laboratory II (1)** Selected laboratory experiments paralleling topics covered in PHY 222. Corequisite: PHY 222.

**PHY 221. Physics with Calculus I (3)** The first of a two-semester sequence in physics. The course covers Newtonian mechanics and includes kinematics in one and two dimensions, Newton's laws of motion, work, energy, momentum, rotation

of rigid bodies, gravitation and oscillatory motion. Prerequisite: MTH 121. Corequisite to PHY 213.

**PHY 222. Physics with Calculus II (3)** The second of a two-semester sequence in physics. A survey of wave motion, classical electromagnetic theory and optics. Waves motion: mechanical wave, superposition, and standing waves. Electromagnetic theory: Coulomb's law, electric fields, electric potentials, Gauss' law, Ampere's law, Faraday's law and electromagnetic waves. Optics: geometric optics including reflection, refraction, mirrors and lenses; physical optics including interference and diffraction. Prerequisite: PHY 221 (a grade of C- or better in PHY 221). Corequisite: PHY 214.

**PHY 331. Independent Study Courses** Content will vary according to the needs and interests of the students. These courses may be traditional courses in areas such as electronics, optics, and quantum mechanics. Credit to be arranged. Prerequisites: PHY 222 and MTH 122.

**PHY 341. Modern Physics (3)** An introduction to the special theory of relativity, physics of the atom, Schrodinger wave mechanics, physics of the nucleus, and partial physics. Prerequisites: PHY 222 and MTH 122. Course is offered upon program demand.

## ENGINEERING DUAL DEGREE PROGRAM (PEN)

**Program Director: Mark O. Byrne Ph.D.**

The purpose of the engineering dual degree program is to prepare students for acceptance at an engineering school. Spring Hill College does not have a school of engineering, but it does have courses in all the areas which are fundamental to engineering training. The courses in mathematics, physics, chemistry, computer programming, etc., which form the basic curriculum of the early years of any engineering program are offered regularly by various departments. Engineering students who make satisfactory progress in their liberal arts education and acquire the engineering fundamentals during three years of study at Spring Hill will be eligible for enrollment in an engineering program with whom Spring Hill College has a dual degree agreement. Currently, Spring Hill has dual-degree agreements with Auburn University, University of Alabama in Birmingham, University of Florida, Marquette University, and the Dwight Look College of Engineering at Texas A & M University. When all course requirements are completed at one of these engineering schools, Spring Hill College will award a Bachelor of Science degree at the same time as the engineering school awards a Bachelor of Engineering degree.

The engineering dual degree program is sufficiently flexible to accommodate students should they decide to stay at Spring Hill College and major in one of the sciences or a completely non-scientific field. During the entire program the students' academic counselors will assist the students in finding and preparing for the particular fields for which they are best qualified.

In the engineering dual degree program, emphasis is placed on courses in general physics, general chemistry, analytical geometry and calculus, engineering

graphics, and computer programming. This essential core of engineering subjects is rounded out at Spring Hill with courses in English, history, philosophy, theology, social science and fine arts. A grade of C- or better is required in all mathematics, chemistry, and physics courses.

Particular programs of study may be tailored to fit individual needs. Mechanical, electrical, and aerospace engineers will need more courses in physics. Chemical engineers will require more concentrated effort in chemistry. Adjustments in students' programs may be suggested by their academic counselors as need arises.

Students in the dual-degree engineering program are exempt from the writing across the curriculum requirement that at least one W course must be in the major. Therefore, the program requires two writing-enriched courses (designated W) beyond the required four English courses.

### **Bachelor of Science Dual Degree in Engineering**

#### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CHM 111-112	General Chemistry I-II	6
CHM 113-114	General Chemistry I-II Laboratory	2
MTH 121-122	Calculus I-II	8
PHY 221-222	Physics with Calculus I-II	6
PHY 213-214	Physics Laboratory I-II	2
CIS 221	Introduction to Object-Oriented Programming	3
	Electives	4

#### **UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 323	Calculus III	3
MTH 461	Differential Equations	3
MTH 3xx-4xx	Mathematics Elective	3
	Program Electives <sup>1</sup>	12

<sup>1</sup>Program electives chosen from biology, chemistry, physics, mathematics, or computer science courses.

### **MATHEMATICS (MTH)**

**Department Chair/Program Director: Charles A. Cheney, Ph.D.**

The goal of the Mathematics Department is to provide Spring Hill students with mathematical ideas and abilities which will help their careers, broaden their minds and enable them to meet the challenges of a lifetime where the understanding of mathematical concepts is necessary for success.

The Mathematics Department offers a program leading to the degree of Bachelor of Science in Mathematics with concentrations possible in the

following areas: actuarial mathematics, applied mathematics, pure mathematics and computer analysis.

For those interested in a career in teaching mathematics at the high school level (grades 7-12), the Division of Teacher Education offers a program leading to certification in secondary education combined with a major in mathematics.

A minor program in mathematics is also available.

### Requirements

The requirements in all concentrations include MTH 121 Calculus I, MTH 122 Calculus II, MTH 301 Introduction to Abstract Mathematics, MTH 321 Linear Algebra, MTH 323 Calculus III, MTH 461 Differential Equations, CIS 221 Introduction to Object-Oriented Programming, and two semesters of laboratory science. Other specific lower-division course requirements and upper-division mathematics course and program elective requirements distinguish the individual concentrations in mathematics. All candidates for graduation are required to (a) pass a comprehensive undergraduate mathematics examination and (b) successfully complete a senior seminar (MTH 491) in which a comprehensive expository paper on some selected mathematical topic is required.

All students must show competency in oral communication. A student may document such competency by satisfying the speech component in MTH 491, the required seminar for mathematics majors.

The minor in mathematics consists of MTH 121 Calculus I, MTH 122 Calculus II, MTH 301 Introduction to Abstract Mathematics, MTH 323 Calculus III, and nine additional hours of upper-division MTH courses.

## Bachelor of Science in Mathematics Concentration in Actuarial Mathematics

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
MTH 122	Calculus II	4
CIS 221	Introduction to Object-Oriented Programming	3
	Laboratory Science I	4
	Laboratory Science II	4
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 301	Introduction to Abstract Mathematics	3
MTH 321	Linear Algebra	3
MTH 323	Calculus III	3
MTH 461	Differential Equations	3
MTH 465	Probability & Statistics	3
MTH 468	Operations Research	3
MTH 470	Mathematical Modeling	3
MTH 491	Seminar	1
MTH or Program Electives <sup>1</sup>		3
	Program Electives <sup>1</sup>	6

<sup>1</sup>Program electives to be chosen from upper-division courses in business.

**Bachelor of Science in Mathematics  
Concentration in Applied Mathematics**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
MTH 122	Calculus II	4
CIS 221	Introduction to Object-Oriented Programming	3
PHY 221	Physics with Calculus I	3
PHY 213	Physics Laboratory I	1
PHY 222	Physics with Calculus II	3
PHY 214	Physics Laboratory II	1

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 301	Introduction to Abstract Mathematics	3
MTH 321	Linear Algebra	3
MTH 323	Calculus III	3
MTH 461	Differential Equations	3
MTH 462	Vector Calculus	3
MTH 464	Complex Variables	3
MTH 470	Mathematical Modeling	3
MTH 491	Seminar	1
MTH or Program Electives <sup>2</sup>		3
	Program Electives <sup>2</sup>	6

<sup>2</sup>Program electives to be chosen from upper-division courses in CIS, CHM, ENV or PHY.



### **Bachelor of Science in Mathematics Concentration in Pure Mathematics**

#### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
MTH 122	Calculus II	4
CIS 221	Introduction to Object-Oriented Programming	3
	Laboratory Science I	4
	Laboratory Science II	4

#### **UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 301	Introduction to Abstract Mathematics	3
MTH 321	Linear Algebra	3
MTH 323	Calculus III	3
MTH 451	Basic Real Analysis	3
MTH 461	Differential Equations	3
MTH 462	Vector Calculus	3
MTH 464	Complex Variables	3
MTH 482	Algebraic Theory	3
MTH 491	Seminar	1
	Program Electives <sup>3</sup>	6

<sup>3</sup>Program electives to be chosen from upper-division courses other than MTH that support and strengthen principal subjects of concentration.

### **Bachelor of Science in Mathematics Concentration in Computer Analysis**

#### **LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
MTH 122	Calculus II	4
CIS 221	Introduction to Object-Oriented Programming	3
	Laboratory Science I	4
	Laboratory Science II	4

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 301	Introduction to Abstract Mathematics	3
MTH 321	Linear Algebra	3
MTH 323	Calculus III	3
MTH 461	Differential Equations	3
MTH 465	Probability & Statistics	3
MTH 468 <i>or</i>	Operations Research <i>or</i>	
MTH 470	Mathematical Modeling	3
MTH 482	Algebraic Theory	3
MTH 491	Seminar	1
CIS 322	Advanced Programming in Visual Basic	3
	Program Electives <sup>4</sup>	6

<sup>4</sup>Program electives are to be chosen from CIS 382 Database Management Systems, CIS 403 Operating Systems, CIS 484 Systems Analysis and Design, CIS 486 Digital Communications and Networks.

**Minor in Mathematics****LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 121	Calculus I	4
MTH 122	Calculus II	4

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MTH 301	Introduction to Abstract Mathematics	3
MTH 323	Calculus III	3
MTH 3xx - 4xx	Mathematics Electives	9

**LOWER-DIVISION COURSES**

**MTH 010. Basic Algebra (3)** A remedial course covering properties of real numbers, exponents and radicals, algebra of polynomial and rational expressions, solutions of equations and inequalities, and applications, which does not fulfill any requirement for a college-level mathematics course. Those students whose mathematical background is deficient, based on high school course work and test scores, are required to take MTH 010 if they plan to take precalculus (MTH 111). Grading: A, B, C, No Credit.

**MTH 111. Precalculus (3)** Analytic geometry; the concept of function with analysis of polynomial, rational, exponential, logarithmic, and trigonometric functions, their properties, graphs, and use in applied problems. Prerequisite: Satisfactory performance on mathematics placement examination or equivalent demonstrated proficiency.

**MTH 112. Trigonometry (3)** Elements of plane and spherical trigonometry with applications. Prerequisite: MTH 111 or equivalent demonstrated proficiency.

**MTH 113. Contemporary Mathematics (3)** Techniques from mathematics that are directly applicable to many realistic problems. Topics include graph theory, scheduling, probability, statistics, election processes, and game theory.

**MTH 121. Calculus I (4)** Analytic geometry, functions, limits, continuity, the derivative and its applications, the integral and its applications. Prerequisite: MTH 111, satisfactory performance on mathematics placement examination or equivalent demonstrated proficiency.

**MTH 122. Calculus II (4)** Applications of the integral, transcendental functions, techniques of integration, indeterminate limit forms, improper integrals, and infinite series. Prerequisite: MTH 121.

**MTH 140. Calculus with Business Applications (3)** A survey of differential and integral calculus with emphasis on applications to business problems. Prerequisite: MTH 111, satisfactory performance on mathematics placement examination or equivalent demonstrated proficiency.

**MTH 163. Basic Statistics for the Sciences (3)** Organization and analysis of data; basic probability techniques and distributions; experimental design; hypothesis testing and statistical inference; linear regression, applications to engineering and the natural sciences. Prerequisite: Satisfactory performance on mathematics placement examination or equivalent demonstrated proficiency.

**MTH 190. Mathematics for Elementary Teachers (3)** Sets, number systems, basic number theory, and geometry. This course does not satisfy any core requirement in mathematics.

**MTH 192. Mathematics for Elementary Teachers II (3)** Modeling arithmetic and algebraic operations, geometry fundamentals, and coordinate geometry. This course does not fulfill the mathematics core requirement and is only open to Early Childhood and Elementary Education majors.

#### UPPER-DIVISION COURSES

**MTH 301. Introduction to Abstract Mathematics (3) (W)** Sets, relations, functions, cardinality, and techniques of proof in mathematics. Prerequisites: MTH 122 and PHL 101.

**MTH 303. Mathematical Logic (3)** Basic ideas of logical structure, sentential theory of inference, introduction to first order predicate logic with assigned readings for independent study. Prerequisite: PHL 101.

**MTH 311. Numerical Methods (3)** Study of algorithms for solving mathematical problems (such as roots of equations, differentiation, integration, initial and boundary value problems, solutions for systems of equations) by computation and error analysis of the computations. Prerequisites: MTH 122 and CIS 221.

**MTH 315. Applied Mathematics I (3)** Solutions of non-linear ordinary differential equations, partial differential equations and applied problems that give rise to such equations. Prerequisite: MTH 323.

**MTH 316. Applied Mathematics II (3)** Linear vector spaces, function spaces, orthogonal polynomials, Fourier analysis, and applications of group theory to problems in physics. Prerequisite: MTH 315.

**MTH 321. Linear Algebra (3)** Matrices, determinants, vector spaces, linear transformations, eigenvalues and eigenvectors. Prerequisite: MTH 121.

**MTH 323. Calculus III (3)** Vectors and analytic geometry in space, differential and integral calculus of functions of two or more variables, applications. Prerequisite: MTH 122.

**MTH 331. Foundations of Geometry (3)** Incidence and order properties, Hilbert's axioms, congruence of triangles, inequalities in triangles, absolute and non-Euclidean geometry, the parallel postulates, and projective geometry. Prerequisite: MTH 122.

**MTH 451. Basic Real Analysis (3)** The real number system, topology of the line, limits, continuity, differentiation, theory of integration, sequences and series of functions. Prerequisites: MTH 301 and MTH 323.

**MTH 461. Differential Equations (3)** Methods of solution and applications of standard types of ordinary differential equations and systems of ordinary differential equations including series and numerical solutions. Prerequisite: MTH 323.

**MTH 462. Vector Calculus (3)** Curvilinear coordinates, differentiation and integration of vector functions, divergence theorem, curl, Stoke's theorem, conservative fields, orthogonal transformations. Prerequisite: MTH 323.

**MTH 464. Complex Variables (3)** Arithmetic and geometry of complex numbers, complex functions, analytic and harmonic functions, elementary functions, complex integration, series representations, residue theory, and conformal mapping. Prerequisites: MTH 301 and MTH 323.

**MTH 465. Probability and Statistics (3)** Axioms and basic properties, sampling, combinatorics, random variables, probability and density functions, moments, standard distributions, central limit theorem, hypothesis testing, confidence intervals, and linear regression. Prerequisite: MTH 122.

**MTH 468. Operations Research (3)** Mathematical methods of optimization, linear programming, dynamic programming, network analysis, probabilistic models in decision making, queuing theory, and Markov processes. Prerequisite: MTH 465.

**MTH 470. Mathematical Modeling (3)** Deterministic and probabilistic mathematical methods applied to various disciplines featuring diverse applications which are not usually treated in other upper-division mathematics courses. Prerequisites: MTH 323, MTH 321, and MTH 461, or consent of instructor.

**MTH 481. Introduction to Topology (3)** Topological spaces, connectedness, compactness, continuous-function separation axioms, product space, and additional topics to be selected by instructor. Prerequisite: MTH 451.

**MTH 482. Algebraic Theory (3)** Groups, subgroups, factor groups, homomorphism theorems, rings, ideals, factorization theory, fields, modules, and vector spaces. Prerequisite: MTH 301.

**MTH 483. Number Theory (3)** Selected topics from number theory such as divisibility, congruences, Diophantine equations, prime number theorem, quadratic reciprocity. Prerequisite: MTH 301.

**MTH 491. Seminar (TBA)** Topics of interest not covered in other courses, varying from year to year. (Bibliographic instruction course) Prerequisite: Varies from topic to topic.

# Division of Social Sciences

**Division Chair: Mark A. Lewis, S.J.**

The Division of Social Sciences consists of the departments of history, political science and law, psychology, and sociology. Students will come to know the issues relevant today as they are investigated in all of the social sciences. Bachelor degrees are granted in history, political science and law, psychology, sociology, and international studies.

The first year of the social sciences program offers an introduction to the traditional social sciences. This provides a broad perspective on human behavior for the student and also allows the student to make a reasoned choice of the area within the social sciences for a specialization. Students in all three degree-granting departments complete the same core curriculum requirements.

Intensive work in the student's chosen department is reserved for the last two years in college. The curriculum is broad enough to prepare students for graduate school and also to interest those who wish to complete their education with the bachelor's degree.

## HISTORY (HIS)

**Department Chair/Program Director: Patricia G. Harrison, Ph.D.**

The objectives of the History Department are twofold: introducing to all students the essential background for an educated understanding of the peoples and forces affecting the development of western societies and enlarging upon the introductory courses with a more intensive analysis of social, political, economic, and ideological developments as studied in more concise periods and topical arrangements. The first objective is met through the survey courses that are a part of the College's core curriculum; the second objective is met through the upper-division course offerings.

The department seeks not only to provide a sound program for students who major or minor in history, but also to serve students through courses that complement the liberal arts and college curricula and that contribute to a wide variety of career and educational objectives including graduate and professional programs in history, government, and law.

Throughout, the department seeks to develop the student's historical knowledge, writing abilities, and analytical skills as a contribution to intellectual development.

## Requirements

To be admitted to the history program, students should complete HIS 101, 102, 103, and 104. Additionally, students desiring admission to the program may be required to take a brief writing exam to be administered by the history faculty at the end of the student's sophomore year.

All history majors are required to complete HIS 499 Seminar with a grade of C- or above as part of their comprehensive experience. In addition, each history major must take the ETS examination in history during his/her senior year and receive a satisfactory score (standard for passing is determined by the faculty). The ETS examination is a standardized national test administered by the Educational Testing Service in Princeton, New Jersey. Students with unsatisfactory scores in either sub-section of American or European history may be required to take an essay exam in the area in which the performance was deficient. After matriculation, students cannot receive history CLEP credit.

The requirement for oral competency is fulfilled through the successful completion of CMM 150.

**Bachelor of Arts in History**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 101	Western Civilization to 1648	3
HIS 102	Western Civilization Since 1648	3
HIS 103	America to 1876	3
HIS 104	United States Since 1876	3
CMM 150	Introduction to Public Speaking	3

**UPPER-DIVISION<sup>1</sup>**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 3xx - 4xx	History Electives	18
HIS 499	Seminar	3
	Program Electives	9

**Minor in History**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 101	Western Civilization to 1648	3
HIS 102	Western Civilization Since 1648	3
HIS 103	America to 1876	3
HIS 104	United States Since 1876	3

**UPPER-DIVISION<sup>2</sup>**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 3xx - 4xx <sup>a</sup>	History Electives	9

<sup>1</sup>Upper-division courses must include at least two courses in American history and two courses in European history.

<sup>2</sup>Upper-division courses must include one course in American history and one course in European history.

<sup>a</sup>HIS 499 strongly recommended

### LOWER-DIVISION COURSES

**HIS 101. Western Civilization to 1648 (3)** A survey of western civilization from the Classical Period to the mid-1600s. Emphasis is given to Classical Greece, the Hellenistic Age, Roman History, the Middle Ages, the Renaissance, the Reformation, and the rise of the nation states. Political, social, and economic relationships are integrated and analyzed.

**HIS 102. Western Civilization Since 1648 (3)** A survey of Western civilization from the Scientific Revolution to the present. Emphasis is given to the Scientific Revolution; the Enlightenment; the French Revolution; industrialization; political, social, and intellectual changes in the nineteenth century; the Russian Revolution; the World Wars; the Cold War; and the collapse of Communism. Political, social, and economic relationships are integrated and analyzed.

**HIS 103. America to 1876 (3) (W)** An inquiry into the development of American society through the Civil War and Reconstruction. Required of all majors and minors in history. (Bibliographic instruction course) Course does not fulfill core curriculum requirements.

**HIS 104. The United States Since 1876 (3)** An inquiry into America's development since 1876 including the Gilded Age, Progressivism, the Great Depression, both world wars, Vietnam, and the many diverse social and political developments from the 1950's into the 1990's.

**HIS 290. Honors History (3)** An advanced study of modern European or American history in which students analyze historical writings and primary sources. This course is writing intensive and stresses participation. This course fulfills the college core requirement for HIS 102 Western Civilization Since 1648 or HIS 104 The United States Since 1876. Prerequisite: Honors Program.

### UPPER-DIVISION COURSES

**HIS 301. Modern Latin America (3)** A survey of nineteenth and twentieth century Latin America. Prerequisite: Six hours of history.

**HIS 312. Medieval Civilization (3)** A study of the European Middle Ages from about 300-1400. Special attention will be given to the problems faced by feudal society as well as the creative achievements in the areas of economics, politics, and culture. Prerequisite: Six hours of history.

**HIS 314. The Renaissance and the Reformation (3)** A study of the economic and intellectual expansions of Europe and the religious transformation of the sixteenth and early seventeenth centuries. Prerequisite: Six hours of history.

**HIS 317. The Age of Absolutism and the Enlightenment (3)** A study of absolutism of the European monarchs and the influence of the Enlightenment on the intellectual life of Europe. Political, economic, social and cultural developments are analyzed with a view to marking the major transformations of the period and the effects on later western culture. Prerequisite: Six hours of history.

**HIS 318. French Revolution and Napoleon (3)** An examination of the background, causes, course, and significance of the French Revolution. The impact of the Napoleonic period on Europe constitutes an important portion of the course. Prerequisite: Six hours of history.

**HIS 319. Europe: 1815-1900 (3)** A study of the major political, economic, social, and intellectual changes in nineteenth century Europe focusing on nationalism, political participation, industrialization, socialism, Marxism, Darwinism, imperialism, and the growth of the middle class. The effects of the Irish famine and Italian and German unification are analyzed. Prerequisite: Six hours of history.

**HIS 320. Europe in the Era of the World Wars (3)** A study of World War I, the Russian Revolution, the interwar period, and World War II. Attention will be given to the rise of dictators. Prerequisite: Six hours of history.

**HIS 322. Europe Since 1945 (3)** Emphasis is on the postwar period, the Cold War, politics, the process of decolonization, the European Union, the changes in Eastern Europe, and contemporary developments. Prerequisite: Six hours of history.

**HIS 325. Women's History (3) (D)** A study of the cultural, social, legal, and political situation of women. Attention is given to the effects of tradition, class, race, education, vocational and professional opportunities, and government policies regarding women. Specific topics include women in American history, women in European history, and women in the nineteenth and twentieth centuries. Prerequisite: Six hours of history.

**HIS 326. African-American History (3)** A study of the major issues in African-American history, with a focus on the study of primary documents. Topics include the slave trade, slavery, slave resistance, emancipation, the Jim Crow society, the Harlem Renaissance, and the Civil Rights movement. Prerequisite: Six hours of history.

**HIS 330. World Cultures (3) (D)** A historical study of the principal cultures of the world from prehistory to the modern period. Prerequisite: Six hours of history.

**HIS 331. Asian History (3) (D).** An introduction to the history of Asia with emphasis on India, China, and Japan. Although the events of Asian history from the earliest centuries are examined, the course focuses primarily on the significant developments from the nineteenth century to the present. Prerequisite: Six hours of history.

**HIS 341. Colonial America (3)** A study of the colonial period that will focus on the British North American colonies and include the Age of Discovery; a comparison of the northern, southern, and middle colonies; the interaction between whites, blacks, and Native Americans; and leading political, economic, ideological, and social developments through the French and Indian war. Prerequisite: Six hours of history.

**HIS 342. The American Revolution and the Early Republic (3)** A detailed study of the causes and results of the American Revolution and a study of the writing of the Constitution and the subsequent development of the early republic. Prerequisite: Six hours of history.

**HIS 344. The Civil War and Reconstruction (3)** A study of the origins of the Civil War, the status of both the North and the South during the war, and the efforts to restore the Union. Prerequisite: Six hours of history.

**HIS 346. American Foreign Policy (3)** A survey of United States foreign policy to include a study of the fundamental principles, contemporary problems, and trends of American foreign relations. Cross listed as POL 346. Prerequisite: Six hours of history.



**HIS 350. The United States: 1876-1914 (3)** A study of reformers, radicals, and the “robber barons.” Attention is given to industrial and corporate expansion, Populism, the Spanish-American War, Theodore Roosevelt, Progressivism, and the early Wilson administration. Prerequisite: Six hours of history.

**HIS 351. The United States: 1914-1945 (3)** This course will examine World War I, the 1920’s, the Great Depression, and World War II. Prerequisite: Six hours of history.

**HIS 352. The United States Since 1945 (3)** A study of the Cold War, the civil rights movement, Vietnam, the Watergate crisis, and other major economic, political, and social developments. Prerequisite: Six hours of history.

**HIS 360. The South (3)** A survey of the American South from the antebellum period through the development of the New South. Special attention will be paid to the position of Alabama in the region. Prerequisite: Six hours of history.

**HIS 361. The American West (3)** Course focuses on the nineteenth century American West. Attention is given to the vast geography of the West; the pioneering trails to Oregon and California; and the interaction among Native Americans, settlers, the army, and bureaucrats. Prerequisite: Six hours of history.

**HIS 362. American Presidents (3)** A study of American presidents from George Washington to the present that primarily uses biographies and biographical material in analyzing how the presidency has changed as an institution. Prerequisite: Six hours of history.

**HIS 496. Readings in History (3)** A directed reading program. Prerequisites: Six hours of history and permission of professor.

**HIS 497. Topics in History (3)** An advanced history course covering a special topic. Prerequisite: Six hours of history.

**HIS 498. Historical Internship (3-6)** A course designed to give students an introduction to the work of the historian in various fields. Placement may include archives, museums, and historical sites. Prerequisites: Junior or senior standing and permission of professor.

**HIS 499. Seminar (3) (W)** The student will engage in extensive historical analysis and interpretation and will learn the fundamentals of historical research. A major research paper is required. This course will be taught at the senior level and the topic of the seminar will change annually, depending on the interests of the professor directing it. Required of all majors in history and strongly recommended to all history minors. Permission of professor required.

## INTERNATIONAL STUDIES

**Program Director: Robert C. Harding II, Ph.D.**

The degree program in international studies is designed to provide the basic tools needed for an educated person to understand the complexities of the international and interdependent world in which we live today. Because of the overlapping nature of politics and economics at the global level, the core of the program revolves around courses in the departments of political science and law, and economics.

On a more practical level, this degree program addresses five broad areas of international employment besides teaching and research:

1. Non-governmental organizations with international political, economic, and social programs.
2. International banking, business, and finance.
3. Political risk analysis and intelligence.
4. Those branches of the United States government concerned with American foreign policy, such as the State Department, Defense Department, CIA, AID, etc.
5. The United Nations and its affiliated agencies, such as the ILO, FAO, IMF, and the World Bank.

### **Program Content**

The program consists of a number of core courses as indicated in the following checklist. The core courses are required of all students majoring in international studies. In addition, students, in consultation with their advisors, must take an additional eighteen hours of upper-division courses that have specific area studies and/or substantial international content or relevance. In addition, students must demonstrate intermediate level competency in a modern foreign language. This competency can be demonstrated by passing an intermediate level foreign language competency examination or by passing two intermediate level courses in a modern foreign language. The comprehensive requirement for the degree is satisfied by taking POL 449/ECO 449 (International Political Economy) which serves as a senior seminar for international studies majors. All students must demonstrate competency in oral communication. Students may document such competency by satisfying the speech component in the required course POL 447.

Although undergraduate programs in international studies are not designed to train specialists *per se*, in a competitive job market career opportunities are substantially enhanced for people with graduate degrees and specialized training in international studies. Therefore, the international studies major at Spring Hill College seeks, *inter alia*, to provide a sound basis for further specialized studies at the graduate or professional level. It is also suggested that students incorporate a practical internship in their curriculum. The recommended internship component of the program is designed to provide hands-on experience and allow students to test the waters before they graduate.

The minor in international studies consists of POL 151 and 161 plus five upper-division courses chosen from history, foreign culture, political science, or business administration. Also, students minoring in international studies must demonstrate intermediate level competency in a foreign language.

Details of the international studies program and information on career opportunities in international affairs may be obtained from the director of international studies.

## Bachelor of Science in International Studies

### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
POL 151	Comparing Nations and Cultures	3
POL 161	International Politics	3
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
	Modern Foreign Language (Intermediate Level)	6

### UPPER-DIVISION CORE

<u>Course</u>	<u>Title</u>	<u>Hours</u>
POL 363	Politics of Developing Countries	3
POL 447	Problems in International Politics	3
ECO 434 <i>or</i>	International Economics <i>or</i>	
ECO 453	Economic Development	3
POL 449/ECO 449	International Political Economy	3

### UPPER-DIVISION ELECTIVES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
<i>Choose seven courses:</i>		21
POL 346/HIS 346	American Foreign Policy (3)	
POL 365	Latin American Politics (3)	
POL 367	Middle Eastern Politics (3)	
POL 371	Russia and Eastern Europe (3)	
HIS 301	Modern Latin America (3)	
HIS 322	Europe Since 1945 (3)	
ECO 321	Money and Capital Markets (3)	
ECO 301	Intermediate Microeconomics (3)	
ECO 434	International Economics (3)	
ECO 453	Economic Development (3)	
FIN 435	International Finance (3)	
BUS 320	International Business (3)	
MGT 301	Management Principles (3)	
MKT 311	Marketing Principles (3)	
MKT 340	International Marketing (3)	
LAN 302	The French Heritage II (3)	
LAN 304	The Spanish Heritage II (3)	
LAN 305	The Latin American Heritage (3)	

### Minor in International Studies

<u>Course</u>	<u>Title</u>	<u>Hours</u>
POL 151	Comparing Nations and Cultures	3
POL 161	International Politics	3
From upper-division courses listed for majors		15

**POLITICAL SCIENCE AND LAW (POL)**

**Department Chair/Program Director: Alexander R. Landi, Ph.D.**

The purposes of the Department of Political Science and Law are to: 1) orient students to the world of politics and teach them to think seriously about it; 2) prepare students for graduate and professional programs in political science, international relations, public administration, and law; and 3) give students the analytical and critical skills they need for successful work.

**Requirements**

Prior to admission to concentration in political science, students must complete POL 112, 151, 161, and 283 with grades of C- or better. The department also offers a strong and well-rounded pre-law minor. See the detailed description in this section of the *Bulletin*.

The Seminar in American Government and Politics (POL 491) is the required comprehensive experience in political science and will normally be taken in the fall of the senior year. In addition, each political science major must take the ETS examination in political science during his/her senior year and receive a satisfactory score (standard for passing is determined by the faculty). The ETS examination is a standardized national test administered by the Educational Testing Service in Princeton, New Jersey. Students with unsatisfactory scores on the ETS examination may be required to repeat foundation classes or to undertake additional study on key topics in political science.

All majors must show competency in oral communication. A student may document such competency by satisfying the speech component in the required course POL 491 Seminar in American Government and Politics.

**Bachelor of Science in Political Science**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
POL 112	American Democracy and Citizenship	3
POL 151	Comparing Nations and Cultures	3
POL 161	International Politics	3
POL 283	American Political Thought	3
PSY 101	General Psychology	3
SOC 101	Introduction to Sociology	3
ECO 101	Principles of Macroeconomics	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
A) American Government and Politics		3
<b>choose one of the following:</b>		
POL 320	Women and American Politics	
POL 321	Political Parties and Interest Groups	
POL 324	Public Policy	
POL 325	Public Administration	
POL 340	Constitutional Law	
POL 341	Judicial Process and Procedures	
POL 342	Civil Liberties	
POL 346	American Foreign Policy	
B) Comparative and International Politics		6
<b>choose two of the following:</b>		
POL 346	American Foreign Policy	
POL 363	Politics of Developing Countries	
POL 365	Latin American Politics	
POL 367	Middle Eastern Politics	
POL 371	Russia and Eastern Europe	
POL 447	Problems in International Politics	
POL 449	International Political Economy	
C) Political Philosophy		6
<b>choose two of the following:</b>		
POL 381	Western Political Philosophy I	
POL 382	Western Political Philosophy II	
POL 385	Marxism and 20th Century Political Thought	
POL 387	Politics and Literature	
D) Comprehensive Experience		3
POL 491	Seminar in American Government and Politics (fall of senior year)	
E) POL 3xx - 4xx	Political Science Electives	6

**Program Electives: 6 semester hours**

Six hours of upper-division course work that supports the major and is approved by the department.

### Minor in Political Science

#### LOWER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
<b>9 semester hours selected from:</b>		<b>9</b>
POL 112	American Democracy and Citizenship	
POL 151	Comparing Nations and Cultures	
POL 161	International Politics	
POL 283	American Political Thought	

#### UPPER-DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
<b>12 semester hours selected from:</b>		<b>12</b>
POL 320-491	Political Science Electives	

### PRE-LAW MINOR

The Department of Political Science and Law offers a pre-law minor for those students who intend to pursue a legal career. The pre-law minor is intended to serve both political science majors and others who may want to minor in pre-law. This minor is designed to enhance the three basic skills needed to succeed in law school: creative and analytical thinking, understanding governmental and societal institutions, and the comprehension and use of language.

### Minor in Pre-Law

#### Required:

<u>Courses</u>	<u>Title</u>	<u>Hours</u>
POL 112	American Democracy and Citizenship	3
CMM 150	Introduction to Public Speaking	3
BUS 301	Business Law I	3
<i>Choose two:</i>		
POL 340, POL 341 or POL 342	Constitutional Law, Judicial Process & Procedures, or Civil Liberties	6
POL 381/PHL 351	Western Political Philosophy I	3
SOC 353, SOC 483, or PHL 350	Criminology, Sociology of Law or Philosophy of Law	3

In addition, the following courses are **strongly** recommended:

#### Recommended:

<u>Electives</u>	<u>Title</u>	<u>Hours</u>
POL 283	American Political Thought	3
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
PHL 350	Philosophy of Law	3
POL 382/PHL 352	Western Political Philosophy II	3
POL 447	Problems in International Politics	3
POL 491	Seminar in American Government and Politics	3
SAS 301	Internship I	

These courses, along with core courses required for all majors at Spring Hill, such as logic and English courses, offer a well-rounded educational background to students interested in pursuing professional training in law. Of course, a high grade point average (GPA) and a competitive Law School Admission Test (LSAT) score are crucial factors in determining a student's chances of being admitted to many law schools in the United States. For further information, please contact the Department of Political Science and Law.

### LOWER-DIVISION COURSES

**POL 112. American Democracy and Citizenship (3)** An intensive study of American political life, national government, and the rights and responsibilities of citizenship.

**POL 151. Comparing Nations and Cultures (3) (D)** This is an introductory-level course that compares governments, societal structures and cultures of several diverse countries in Europe, Asia, Africa, the Middle East, and Latin America. The emphasis is on contemporary substantive issues and problems.

**POL 161. International Politics (3)** Introduction to principles of international politics and major global issues. Topics covered focus on issues that are important for understanding common good of the global community. Human rights, globalization, conflict and war, trade and money, North-South relations, and environment and technology are major areas covered in the course.

**POL 283. American Political Thought (3)** The development of American political ideas, examined in the context of the Western tradition of political theory.

**POL 290. Honors Political Science (3) (W)** An in-depth examination of a subfield of political science, such as American political thought, American politics, or international politics. The course is **writing intensive** and uses primary sources, such as the writings of the Founding Fathers or classics of international relations theory. The specific subject area covered may vary depending on the interests of the individual instructor. Prerequisite: Honors standing or permission of instructor.

### UPPER-DIVISION COURSES

**POL 320. Women and American Politics (3) (D)** A study of women in American political life, including the struggle for political rights, trends in political behavior, and the impact of women on public policy. Prerequisite: POL 112.

**POL 321. Political Parties and Interest Groups (3)** An analysis of the development, organization, role, and influence of political parties and pressure groups in the United States; summary of recent work on public opinion, attitudes and voting behavior, relation of parties and elections to policy outcomes. Prerequisite: POL 112.

**POL 322. Congress and the President (3)** A study of the major institutions of American representative democracy, their origins, development, and transformation; their current organization, functioning, and relationships. Prerequisite: POL 112.

**POL 324. Public Policy (3)** A survey of major public policy issues such as health care, education, crime, immigration, welfare reform, and economic problems in the United States. Prerequisite: POL 112.

**POL 325. Public Administration (3)** A study of the characteristics of public administration, its political context and policy-making role, and the problems and techniques of public-sector leadership. Prerequisite: POL 112.

**POL 340. Constitutional Law (3)** Nature and scope of American constitutional principles developed by the Supreme Court: federalism, separation of powers, taxing and commerce powers, and the presidency. Case method. Prerequisite: POL 112 or POL 283.

**POL 341. Judicial Process and Procedures (3)** An examination of the organization, procedures and judicial decision-making process in the United States federal court system. Prerequisite: POL 112.

**POL 342. Civil Liberties (3).** Nature and scope of American civil liberties and civil rights as developed by the Supreme Court: particular attention to freedom of speech and religion, due process and equal protection. Case method. Prerequisite: POL 112 or POL 283.

**POL 346. American Foreign Policy (3)** A brief survey of recent diplomatic history concentrating on fundamental principles, contemporary problems, and trends of American foreign relations. Course also to provide students with an understanding of the decision-making process, the institutions for the conduct of foreign policy, and the alternatives for specified problems in foreign areas. Same course as HIS 346. Prerequisite: POL 112 or POL 161.

**POL 363. Politics of Developing Countries (3) (D)** Patterns of development in the modernization of tribal and traditional societies. The impact of the technological West. The demand for change: anti-colonial and anti-imperial movements; the sequential development of leadership elites and political organizations. Problems of nation-building: unity, development of capital and industrialization. Prerequisite: POL 112 or POL 151 or POL 161.

**POL 365. Latin American Politics (3) (D)** Study of Latin American political systems and the processes of revolution and social change in the hemisphere. Also considered are relations among Latin American states and between them and the United States. Prerequisite: POL 112 or POL 161 or HIS 301.

**POL 367. Middle Eastern Politics (3) (D)** Analysis of the politics and social structures of the Arab countries, Israel, Iran, Turkey, and Afghanistan. Prerequisite: POL 112 or POL 151 or POL 161.

**POL 371. Russia and Eastern Europe (3)** An examination of the history and development of the nations of the former communist bloc with emphasis on transitions to free economic and political systems. Prerequisite: POL 112 or POL 151.

**POL 381-382. Western Political Philosophy I-II (6)** The western tradition of philosophic discourse on politics is explored in its major moments—classical, medieval, and modern—through an intensive study of selected classics in the field. Works studied in the first semester include Plato's *Republic*, Aristotle's *Politics*, and St. Thomas's *Treatise on Law*. The second semester is devoted to the classics of modern political philosophy, including Machiavelli's *Prince*, Rousseau's *Social Contract*, and Mills' *On Liberty*. Same course as PHL 381 and 382. Prerequisite: Sophomore standing.

**POL 383. Catholic Social Thought (3) (D,W)** Contemporary Christians face complex social realities increasingly hostile to human flourishing, owing to the



industrial and technological revolutions, capitalism, consumerism and globalization. This course explores some of the pivotal documents in the Catholic response to these developments, the social problems underlying these documents, and the stories of persons whose lives were informed by this tradition. Same course as THL 350.

Prerequisite: THL 101.

**POL 384. Methods of Social Research (3)** Introduction to techniques of social research; formulation of research problems, methods of data collection, construction of research design. Attention is given to social sciences as a field of study.

**POL 385. Marxism and Twentieth Century Political Thought (3)** A study of Marx and other major figures who have shaped twentieth century political thought: Freud, Marcuse and writers on Liberation Theology. Prerequisite:

Sophomore standing.

**POL 387. Politics and Literature (3) (W)** An examination of political themes and experience through the study of literature, primarily fiction. Prerequisite:

Sophomore standing.

**POL 393. Internship in Government and Politics (1-3)** A practicum in American Government and Politics; placement in an administrative agency, a legislative office, an electoral campaign, etc. Offered as a tutorial every session. Junior or senior standing recommended.

**POL 447. Problems in International Politics (3)** Concentrated study of key problems in international politics, such as supra-national integration, arms and disarmament, North-South politics and the ecopolitical agenda, international law, and the role of morality. Prerequisite: POL 112 or POL 161.

**POL 449. International Political Economy (3) (W)** An integrative capstone seminar which combines material from political science, economics, and general business studies. Potential topics include: public policy toward multinational corporations, current trade legislative proposals, international organizations, and historical thought about international political economy. Prerequisites: Senior standing and at least six semester hours of international course work.

**POL 491. Seminar in American Government and Politics (3) (W)** Study of American politics at an advanced level; the senior seminar in political science.

Prerequisite: Senior standing.

**POL 499. Readings in Political Science (1-3)** A directed individual or group research course in the areas of domestic, comparative, international, or theoretical politics; dependent upon needs of political science students and interests of the staff.

## PSYCHOLOGY (PSY)

**Department Chair/Program Director: Royce G. Simpson, Ph.D.**

The Department of Psychology has three goals: (1) to contribute to the students' liberal education and to help the students learn more about themselves so that they may make effective decisions about their lives; (2) to prepare students for graduate school if they wish to continue their education; and (3) to give practical education and field experience to enable students to find jobs in psychology-related fields immediately after obtaining the baccalaureate degree. A unique

feature of the program at Spring Hill is the dual emphasis on personal growth and high standards of academic scholarship.

To prepare students for immediate job placement, the department offers an internship option. This option requires that all the regular requirements be met; however, the upper-division psychology courses must include PSY 325 Abnormal Psychology and PSY 445 Approaches to Psychotherapy. PSY 320 Personality Theories and PSY 322 Tests and Measures are highly recommended. Placement in PSY 446 Internship in Psychology or SAS 301 Internship I is also possible for qualified students. The department cooperates with fine arts to offer a major in art therapy.

**Requirements**

Before students are officially admitted into the department for a major in psychology, the candidates must complete all lower-division requirements with a grade of C- or higher. Additionally, all major courses must be passed with a grade of C- or better.

All senior psychology majors are required to complete PSY 491 Senior Seminar as their comprehensive experience. In addition, each psychology major must take the ETS examination in psychology during his/her senior year and receive a satisfactory score (standard for passing is determined by the faculty). The ETS examination is a standardized national test administered by the Educational Testing Service in Princeton, New Jersey. Students with unsatisfactory scores on the ETS examination must pass the departmental exam. If neither examination is passed, the student may be required to repeat foundation courses or undertake additional study on key topics in psychology.

All majors must demonstrate competency in oral communication. A student may document such competency by satisfying the speech component in the required senior seminar.

**Bachelor of Science in Psychology**

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PSY 101	General Psychology	3
PSY 263	Statistics for the Social Sciences	3
POL 112	American Democracy and Citizenship	3
SOC 101	Introduction to Sociology	3
ECO 101	Principles of Macroeconomics	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PSY 351	Descriptive Research Methods	3
PSY 352	Experimental Research Methods	3
PSY 468	History and Systems	3
PSY 491	Senior Seminar	3
PSY	Electives	12
	Program Electives	6

### Minor in Psychology

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PSY 101	General Psychology	3
PSY 263	Statistics for the Social Sciences	3
PSY 325	Abnormal Psychology	3
Choose any four upper division courses		12

#### LOWER-DIVISION COURSES

**PSY 101. General Psychology (3)** This course will provide students with a broad introduction to the field of psychology and help them develop a more comprehensive and accurate understanding of human behavior. Among the topics covered are the history of psychology, biological causes of behavior, learning, memory, development, personality and psychological disorders. Required of psychology, art therapy, and nursing majors.

**PSY 263. Statistics for the Social Sciences (3)** An introduction to the use of statistics as a decision making process. Probability theory, descriptive and inferential statistics will be covered. Prerequisite: MTH 111 (must pass with a C- or higher).

#### UPPER-DIVISION COURSES

**PSY 300. Social Psychology (3)** Psychological and group influences on perception; attitude formation and change; the development of social relations, i.e., affiliation, attraction, and affective bonds; group processes, especially leadership, group problem-solving, status, and role differentiation; group influences on aggression, mob and panic behavior; escalation and resolution of interpersonal, intergroup, and international conflict. Prerequisites: PSY 101.

**PSY 304. Developmental Psychology (3) (W)** The study of social, intellectual, emotional, perceptual, and physical development from conception to death. Important theories and research are explored. Prerequisites: PSY 101.

**PSY 310. Psychology of Gender (3) (D)** This course examines the roots, nature, and social construction of gender. It will focus on psychological issues related to the roles assumed by males and females in contemporary society. Prerequisites: PSY 101.

**PSY 320. Personality Theories (3)** This course has two main parts: (1) the review of personality theories; and (2) the components, measurement, organization and development of personality. The focus is on understanding individual differences. Prerequisites: PSY 101. Recommended for interns.

**PSY 322. Tests and Measures (3)** This course offers descriptions of various areas of psychological assessment including cognitive, personality, neuropsychological and achievement. Basic test construction, use, and interpretation will be addressed both theoretically and practically. Prerequisites: PSY 101 and PSY 263. Recommended for interns.

**PSY 324. Health Psychology (3)** This course examines the psychosocial factors relevant to health with an emphasis on the contribution of psychological theory to the encouragement of health and wellness and prevention of physical illness. Topics include stress management, health and behavior, chronic and life-threatening illness, treatment, and evaluation of health-related research. Prerequisite: PSY 101.

**PSY 325. Abnormal Psychology (3)** This course offers descriptions of a variety of psychological dysfunction including mood disorders, anxiety disorders, schizophrenia, cognitive disorders, substance-use disorders, and personality disorders. Symptoms, causes, prevalence and treatment issues will be addressed. Further, models of understanding abnormal behavior, as well as diagnostic, assessment and classification issues will also be discussed. Prerequisites: PSY 101 or permission of instructor.

**PSY 330. Industrial/Organizational Psychology (3)** This course offers an introduction to the application of psychological principles and theories to the workplace. Topics include worker attitudes, stress in the workplace, job analysis, training, selection, and performance, as well as organizational development, structure and culture. There will be a strong application/experiential learning component to this class. Prerequisites: PSY 101 and advanced standing or permission of the instructor.

**PSY 340. Humanistic Psychology (3)** The development of humanistic psychology emphasizing the theories of Rogers, Maslow, and Jung. The theories are applied to the analysis of life goals and aspirations. Various approaches such as lectures, discussions, movies, analysis of movies, group exercises, journal keeping, and art therapy are used. Writing intensive. Prerequisites: PSY 101 and advanced standing or permission of the instructor. Recommended for psychology interns and art therapy majors.

**PSY 351. Descriptive Research Methods (3) (W)** This is the first of a two-course sequence that will combine methodology and accompanying statistics. This course will cover ethics, literature review, and descriptive research methods including naturalistic observation, survey methods, and correlational studies. Students will propose research questions, collect and analyze data, and learn how to write an APA style scientific report. Writing intensive. Prerequisites: PSY 101 and PSY 263.

**PSY 352. Experimental Research Methods (3) (W)** This is the second of a two-course sequence in research methods. This course will cover laboratory and field experiments utilizing both independent groups and repeated measures designs. Students will learn to design experiments, collect and analyze data, and produce APA style manuscripts. Writing intensive. Prerequisite: PSY 263 and 351.

**PSY 364. Biological Psychology (3)** This course is an overview of the biological processes underlying human behavior. This course begins by presenting fundamental nervous system structures and processes and concludes by examining the role of neurobiology in complex behaviors. Topics include genetics, neural communication, brain structures and their functions, human brain damage, sleep and dreaming, drug addiction, memory and amnesia, and stress and illness. Prerequisite: PSY 101; BIO 100 Human Biology is highly recommended.

**PSY 374. Drugs, Brain, and Behavior (3)** This course covers the behavioral effects of recreational, therapeutic, and experimental psychoactive substances. Students will learn how drug action is related to brain and other physiological processes. Topics include addiction, tolerance, and drug interactions. Prerequisite: PSY 101; Biological Psychology (PSY 364) is highly recommended.

**PSY 375. Cognitive Psychology (3)** Introduction to the workings of the human mind and the influence of development, gender, and culture. Topics such as

attention, memory, language, problem solving, and perception will be covered.

Prerequisites: PSY 101 and advanced standing.

**PSY 380. Learning and Behavior (3)** Presents the basic principles of classical and operant conditioning in a practical way where the students can learn to become effective change agents. Prerequisites: PSY 101.

**PSY 385. Special Studies in Psychology (1-3)** Seminar covering a special topic. This course will be offered when: (1) Six or more students request advanced work on a topic; (2) a faculty member wants to cover material within his or her specialization not emphasized in a regular course; (3) a special or unique opportunity arises. Prerequisites: PSY 101, advanced standing, consent of the instructor, and consent of the department chair.

**PSY 445. Approaches to Psychotherapy (3)** This course offers an introduction to several theoretical approaches to psychotherapy as well as offers practical applications of these approaches. Cognitive, behavioral, psychodynamic, humanistic and integrative orientations are included for discussion. Other areas of clinical applications, including working with children, therapeutic assessment, and ethical considerations, will also be addressed. Prerequisites: PSY 101 and 325, or permission of instructor.

**PSY 446. Internship in Psychology (3)** The student works in an agency for 120 hours during the semester. The student is given the opportunity to work with clients and to learn the practices and procedures of the agency. The student also meets on a regular basis with the faculty advisor. Report writing is covered. Prerequisites: PSY 445, GPA 2.5 or higher, permission of the instructor and department chair.

**PSY 451. Senior Research in Psychology (3) (W)** Students will design and conduct empirical research projects under faculty supervision. The course provides an in-depth experience of the complete research process, from idea generation to communication of results. Prerequisites: PSY 352 and permission of the instructor.

**PSY 468. History and Systems (3) (W)** The development of important theories and research problems in psychology as they were influenced by the philosophical, social, political, and historical events and ideas. The period from 1900 to the present is emphasized. The contributions of major theorists are considered. Prerequisites: PSY 352 and advanced standing.

**PSY 491. Senior Seminar (3) (W)** This course is designed to serve as a capstone experience in psychology. Students will synthesize information presented in prior classes and will explore other, current topics in greater detail. Each student will research one topic and prepare an extensive paper and audiovisual presentation. The class integrates the material in discussions. Prerequisites: PSY 352 and advanced standing.

**PSY 499. Individual Studies (1-3)** A course of individual study or research. The student works under the direction of a faculty member or other specialist. Prerequisites: PSY 263, PSY 351, advanced standing, permission of instructor and department chair, and a GPA. of 2.9. Ordinarily, projects must be approved by the end of the add/drop week of the semester for which credit is requested.

A required course in which a student has made a D or F grade cannot be retaken as a tutorial or independent study.

SOCIAL SCIENCE (SSC)

Program Director: Alexander R. Landi, Ph.D.

Courses in Social Science may be taken in fulfillment of the second social science core requirement or as general electives.

**SSC 295. Issues in Social Justice (3) (D)** A special topics course that applies the social sciences to issues relating to justice and the common good. Prerequisite: a 100-level course in economics, political science, psychology, or sociology.

**SSC 395. Issues in Social Justice (3)** A special topics course that applies the social sciences to issues relating to justice and the common good. Prerequisite: a 100-level course in economics, political science, psychology, or sociology.

The interdisciplinary program in Social Science is designed to provide depth in content areas for students preparing to teach social studies at the secondary level. The program is open to any student interested in the interdisciplinary study of history and the social sciences. The History Seminar, HIS 499, serves as the comprehensive experience for this program.

Bachelor of Science in Social Science

LOWER DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 101/102	Western Civilization I & II	6
HIS 103/104	America to 1876/The United States Since 1876	6
POL 112	American Democracy and Citizenship	3
ECO 101/102*	Principles of Macro/Microeconomics	6
PSY 101 or SOC 101	General Psychology or Introduction to Sociology	3

UPPER DIVISION

<u>Course</u>	<u>Title</u>	<u>Hours</u>
HIS 3xx	American History	6
HIS 3xx	World History (Europe, Latin America, etc.)	6
HIS 499	History Seminar	3
GEO 301	World Regional Geography	3
<i>Choose one of the following:</i>		3
POL 363	Politics of Developing Countries (3)	
POL 365	Latin American Politics (3)	
POL 367	Middle Eastern Politics (3)	
POL 371	Russia and Eastern Europe (3)	

<i>Choose one of the following:</i>		3
POL 321	Political Parties and Interest Groups (3)	
POL 322	Congress and the President (3)	
POL 324	Public Policy (3)	
POL 325	Public Administration (3)	
POL 340	Constitutional Law (3)	
POL 346	American Foreign Policy (3)	
ECO/SOC/POL/PSY	Upper Division Electives **	12

\*Students not majoring in education may substitute PSY 101 or SOC 101 for ECO 102.

\*\* Students majoring in secondary education may substitute upper-division hours in education.

## SOCIOLOGY (SOC)

**Department Chair/Program Director: Larry D. Hall, Ph.D.**

The Department of Sociology seeks to meet the needs of students in the following ways:

(1) to assist students in understanding themselves as they participate in human relations, social processes, and social institutions; (2) to facilitate the understanding of society and disadvantaged groups in society in order to prepare students to foster and promote social justice in our country and throughout the world; and (3) to provide an understanding of society, groups, and institutions for those students who plan to become professional leaders in the fields of law, criminology, education, social work, personnel, business and industry, and governmental service.

Students are encouraged to take the three required lower-division courses (SOC 101, 250, and 256) as early in their program as possible. Students are also encouraged to complete all lower-division course requirements of the social science division during their freshman or sophomore years.

Sociology majors are required to take the ETS examination in sociology during their senior year and receive a satisfactory score (standard for passing is determined by the faculty). The ETS examination is a standardized national test administered by the Educational Testing Service. Students with unsatisfactory scores on the ETS examination must pass the departmental exam. If neither examination is passed, the student may be required to repeat foundation courses or undertake additional study on key topics in sociology. All majors must demonstrate competency in oral communication. A student may document such competency by satisfying the speech component in the required Social Theory (SOC 482) course.

## Bachelor of Science in Sociology

### LOWER-DIVISION COURSES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SOC 101	Introduction to Sociology	3
SOC 250	Social Problems	3
SOC 256	Cultural Anthropology	3
POL 112	American National Government	3
PSY 101	General Psychology	3
ECO 101	Principles of Macroeconomics	3

### UPPER-DIVISION COURSES

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SOC 384	Methods of Social Research	3
SOC 482	Social Theory	3
SOC xxx	Sociology Electives*	18
	Program Electives**	6

\*Other upper-division sociology courses

\*\* Upper-division courses taken outside the major and approved by the department to strengthen the major and/or support the student's career objectives

## Minor in Sociology

### LOWER-DIVISION COURSES:

#### 6 or 9 Semester Hours

Take two or three of the lower-division courses.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SOC 101	Introduction to Sociology	3
SOC 250	Social Problems	3
SOC 256	Cultural Anthropology	3

### UPPER-DIVISION COURSES: 12 or 9 Semester Hours

If six hours of lower-division sociology courses have been taken, twelve hours of upper-division courses are required. If nine hours of lower-division sociology courses have been taken, then nine hours of upper-division courses are required.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
SOC 3xx - 4xx	Sociology Electives	9 - 12

### LOWER-DIVISION COURSES

**SOC 101. Introduction to Sociology (3)** Fundamental principles and concepts of sociology as illustrated in the structure, functions, and processes of contemporary societies.

**SOC 250. Social Problems (3)** A study of contemporary social problems; likely causes and how they affect us; consideration of possible solutions.



**SOC 256. Cultural Anthropology (3) (D)** A general descriptive course dealing with the nature of man and culture as perceived by a comparative approach to the analysis of human culture and diversity.

**SOC 290. Honors Sociology (3) (W)** An in-depth examination of a subfield of sociology. The course is writing intensive. The specific subject may vary depending on interests of the individual instructor. Prerequisite: Honors standing or permission of instructor.

#### UPPER-DIVISION COURSES

**SOC 305. Social Gerontology (3)** An interdisciplinary survey of the physical, psychological, and social phenomena of old age. Particular attention will be given to the elderly in America as an identifiable group and their situation here will be contrasted with that in other cultures. Prerequisites: PSY 101 or SOC 101, and PSY 102 or consent of the instructor.

**SOC 307. Introduction to Social Services (3)** The nature and scope of social services; their history and philosophy; professional training for social services; methods and objectives of its special fields; child welfare, psychiatric social work, medical social work, group work, correctional services, school social work, and family casework. Prerequisite: SOC 101.

**SOC 314. Deviant Behavior (3)** Examination of the conditions under which deviance as a social reality emerges, develops, and changes over time. Along with empirical studies of deviant subcultures, identification, conduct, and the public regulation of deviance and social typing are presented. Specific attention is given to mental illness, sexual deviance, and drug and alcohol abuse.

**SOC 351. Marriage and Family (3)** A sociological analysis of the contemporary American family with emphasis on the various aspects of dating, courtship, mate selection, marital interaction, and the family disorganization.

**SOC 353. Criminology (3)** A scientific analysis of the nature, extent, and causes of crime, with analysis of theory and methods of treating the adult offender. The course includes an examination of the criminal justice system from arrest through incarceration.

**SOC 354. Juvenile Delinquency (3)** The scientific study of the problem of delinquency and the youthful offender in society. Topics include current theories of delinquency, the juvenile justice system, and rehabilitation efforts.

**SOC 355 American Race Relations (3) (D)** A scientific study of the relationships and problems of the major cultural, ethnic, racial, and religious minorities in American society. This course examines ethnic, racial, and other minority groups from both an historical and a contemporary perspective. Includes a review of theories concerning prejudice and discrimination, patterns of minority relations, and future race relationship patterns in the United States. No prerequisites or corequisites.

**SOC 375. Gender and Society (3) (D)** An examination of the nature and consequences of social differentiation and stratification on the basis of sex and gender. An inquiry into the institutional bases of gender roles and gender inequality, cultural perspectives on gender, gender socialization, feminism, and gender-role change. Analysis of social position of women and men in society, focusing on their positions in institutional areas such as the family, politics, work, and education. Evaluation of theories of biological, psychological, and sociological bases

for the behavior and characteristics of women and men. Emphasis on contemporary American society. No prerequisites or corequisites.

**SOC 384. Methods of Social Research (3)** An introduction to the techniques of social research, the formulation of research problems, the methods of data collection, the construction of research design, data analysis, and data interpretation and presentation. Prerequisite: SOC 101. No corequisites.

**SOC 385. Sociology of Sport/Leisure (3)** An analytic view of institutionalized sport focusing on the social values, culture, and ideology manifested in sport.

**SOC 391. Medical Sociology (3) (W)** This course develops an appreciation of the role of the social sciences in the study of medicine. Many of the problems confronting modern medicine, including health care, are to a large extent psychological, sociological, political, and economic. The adequate treatment of patients cannot be accomplished solely through a knowledge of physiological cures.

Knowledge of medical sociology is prerequisite to the successful functioning of health care systems.

**SOC 475. Affluence and Poverty (3) (D)** The scientific study of American class structure, characteristics of social classes and stratification hierarchies, trends in social mobility, problems of inequality, poverty and solutions for American society. No prerequisites or corequisites.

**SOC 482 Social Theory (3)** A comparative study of major social theorists, social theories, and theoretical perspectives utilized in sociology from 1850 to the present. Required of majors. Prerequisite: SOC 101. No corequisites.

**SOC 483. Sociology of Law (3)** The course acquaints the student with the sociological factors inherent in the legal and judicial system. The social processes involved in enacting legislation, law enforcement, and judicial decisions are examined along with the roles of lawyers, judges, and others in both civil and criminal systems. Strongly recommended for those considering a career in law or the legal system.

**SOC 499. Selected Topics in Sociology (3)** Special study and investigation of current social phenomena and social problems. Prerequisite: Consent of instructor.

## **CERTIFICATE IN GERONTOLOGY**

(see Continuing Studies)

# Division of Teacher Education

**Division Chair/Program Director: Ann A. Adams, Ed.D.**

The goals of the Division of Teacher Education are to prepare teachers who: (a) demonstrate **knowledge and abilities** necessary to be effective professional educators; (b) exhibit professional **values and dispositions** necessary for creating supportive and constructive learning communities in a culturally diverse society; (c) effectively implement **research-based best practices** in teaching and learning; and (d) participate in continuous **reflective practice** in order to improve their teaching and practices and make positive changes in their classrooms, schools, and communities.

The teacher education unit shall have the responsibility, authority, and personnel to develop, administer, evaluate, and revise all professional education programs. The unit effectively manages or coordinates all programs so that candidates are prepared to meet standards.

The programs, which combine liberal education and strong professional preparation, are designed to instill in students the highest standard of professional behavior. The desired outcome is that graduates will make a difference in the lives of their students.

Please see the Continuous Assessment of Undergraduate Programs in the Conceptual Framework on the Division of Teacher Education's website.

The undergraduate programs lead to teacher certification in early childhood education, elementary education, and secondary education. Course work in teacher education combines lecture and discussion in the college classroom with extensive laboratory experiences in the local schools. The professional sequence culminates in a full-time internship in an approved school in Mobile County.

All undergraduate students seeking admission to early childhood or elementary teacher education programs, regardless of the beginning date of collegiate study, must complete twelve semester hours in each of the following areas: English, mathematics, social science, and science.

Add-on options (early childhood, elementary, middle level) are only available while a full-degree program is being earned at the bachelor's level. The Division of Teacher Education does not provide add-on certification options.

Students who major in **early childhood education** follow a degree program designed to meet the requirements for teacher certification in pre-school through grade three.

Students who major in **elementary education** follow a degree program that meets the requirements for teacher certification in grades kindergarten through six. In addition, middle school endorsement programs that expand elementary certification through the eighth grade are also available.

The Highly Qualified Teacher (HQT) requirements are determined by the Alabama State Department of Education and are subject to change at any time.

Secondary education students will be expected to meet the HQT requirements in effect when they graduate.

Students who major in **secondary education** follow a dual degree program that leads to teacher certification at the high school level (grades six through twelve). Single or comprehensive teaching fields are selected from the following:

biology	Spanish (Hispanic Studies)
chemistry	French
mathematics	English language arts
history	general social science

For specific details, students must consult the director of secondary education.

Completion of a secondary education certification or major program may require that course work be taken during the summer session.

Middle school endorsement programs that provide for teacher certification in grades four through eight are also available to students seeking secondary certification.

Students must have junior class standing and admission to a teacher education program before enrolling in upper-division course work.

Teacher education students who participate in one retreat and who select the following courses to fulfill their theology requirements are eligible to be awarded basic catechetical certification from the Archdiocese of Mobile: THL 101/190 Western Religious Heritage (freshman year), any scripture course (sophomore), THL 242 Catholicism (junior/senior), THL 421 Religious Education (junior/senior). See the Division of Philosophy and Theology section for additional information.

Changes in any teacher education program apply to currently enrolled students.

All programs are approved by the Alabama State Board of Education. The Interstate Certification Agreement makes it possible for graduates to attain certification in a variety of states in every region of the country.

***Policies and regulations governing the issuance of teacher certificates are under the authority of the Alabama State Board of Education. Spring Hill College cannot assume responsibility for changes in certification requirements due to changes in the Alabama State Board of Education policies and/or regulations.***

Course work and/or a degree accepted from institutions outside the United States must be substantiated by an evaluation of the foreign credentials from a state, federal, or private foreign credential evaluation service recognized by the State of Alabama Teacher Education and Certification Office.

Information regarding alternative routes to certification in the State of Alabama is available in the Division of Teacher Education Office.

The Division of Teacher Education, in accordance with Section 290-3-3.02 (6) of the Rules of the Alabama State Board of Education, guarantees the success of individuals who complete its approved programs and are employed in their area(s) of specialization in the State of Alabama. The Division of Teacher Education shall provide remediation at no cost to a graduate who has been recommended by the Division's Certification Office and who, within two years

after program completion, is deemed by his/her principal to be unsatisfactory based on performance evaluations established by the Alabama State Board of Education. Notification to the Division of Teacher Education by the Alabama State Board of Education must occur within two years following program completion.

In any situation where unsatisfactory performance, based upon Alabama State Board of Education evaluation, has been determined, the Spring Hill College Division of Teacher Education faculty make final determination as to the type of remediation required. Also, the teacher education faculty reserve the right to have the graduate in need of remediation return to the Spring Hill College campus in Mobile, Alabama, for additional course work and/or laboratory field experience activities. Should a graduate need to return to the College campus for remediation, the College does not assume any responsibility for general living income or expenses including, but not limited to, loss of income, transportation, room and board or lodging, meals, etc. The only responsibility the College assumes is the cost of tuition and the cost of texts for the course(s) that a graduate may be required to complete.

Undergraduate students follow Alabama State Board of Education teacher education programs approved in October 2006.

Because of the need for knowledge and abilities that reflect current rules and standards of the Alabama State Board of Education, no credits in professional studies (EDU courses), in general studies, and in the teaching field used to satisfy teacher education requirements for certification, earned prior to six years before current matriculation at Spring Hill College, will be accepted without evaluation by the teacher education faculty.

Once admitted to Spring Hill College, all remaining courses with education labels (EDU) must be completed at Spring Hill College during regularly scheduled class times. Undergraduate education courses are offered during the fall and spring terms. Undergraduate education courses are not offered during summer sessions.

The division also offers graduate programs in teacher education leading to the master's degree. A description of these programs can be found in the graduate section of this *Bulletin*.

### **Admission Requirements**

Admission to the college does not qualify a student for admission to teacher education. Spring Hill College undergraduate students seeking admission to a teacher education program normally complete the required lower-division courses in teacher education at Spring Hill prior to being admitted to a program.

In order to be formally admitted to a teacher education program, students must submit a formal written application and meet the following minimum criteria:

1. Completion of at least sixty semester hours of which at least forty-eight semester hours are in the general studies program. Additionally, appropriate lower-division course work in education is completed.

For students pursuing the early childhood and elementary education programs, the sixty semester hours of general studies must include twelve semester hours in each of the following areas: English, mathematics, social science and science.

2. At least a 2.5 grade point average in the teaching field; a 2.5 grade point average in professional studies (EDU courses); a 2.5 grade point average in general studies; and an overall Spring Hill College transcript 2.5 grade point average. Courses with grades below C- in the teaching field, professional studies (EDU courses), and general studies must be repeated and passed with the grade of C- or better. Courses that need to be repeated are taken at regularly scheduled class times. See teacher education faculty advisor for further information.
3. A passing score on all sections of the Alabama Prospective Teacher Test.
4. Satisfactory performance on the Spoken English Competency Examination. This exam is part of the interview process.
5. Satisfactory performance on a writing sample (original handwritten statement) to be completed during the interview process.
6. Satisfactory interview designed to provide information on the applicant's personality, interests, and aptitudes consistent with the requirements for successful teaching. The interview includes a self-assessment utilizing the Dispositions Checklist for Sophomore Self-Evaluation. The checklist is reviewed by the teacher education faculty.
7. Satisfactory completion of pre-professional laboratory and other experiences designed to assist the student in making a wise career choice.
8. Satisfactory completion of a Five-Day Structured Field Experience. The teacher education faculty must approve the school setting and grade level. Five-day experiences must be completed in five consecutive bell-to-bell school days.
9. Signature of the student on the appropriate form indicating that he/she is aware of and responsible for the Alabama State Department of Education knowledge and abilities rules and regulations required for completion of the desired teacher education program.
10. Attendance at a training session of the Children and Adolescent Protection Program, sponsored by the Office of Child and Adolescent Protection through the Archdiocese of Mobile. This training session will be provided in education courses to be selected by the teacher education faculty. The student is responsible for payment of the required fee.
11. Possession of a copy of, and knowledge of, the contents of the current *Guidebook for Professional Experiences: Undergraduate Clinical Experiences*. The *Guidebook* is a required manual in EDU 260 Educational Psychology. This course includes an orientation designed to assure that the student is aware of professional performance and experiences

required for successful completion of the desired teacher education program.

12. Initial review of student's portfolio. (Tentative implementation scheduled for the 2007/2008 academic year.)
13. Approval of the teacher education faculty.

A student who fails to meet the criteria described above upon initial application may take further work and repeat required examinations in an effort to meet admission standards.

### **Retention Requirements**

Students must meet the following minimum retention requirements to remain in teacher education programs:

1. Satisfactory progress as demonstrated by maintenance of at least a 2.5 grade point average in the teaching field; a 2.5 grade point average in professional studies (EDU courses); a 2.5 grade point average in general studies; and an overall Spring Hill College transcript 2.5 grade point average.

Courses with grades below C- in the teaching field, professional studies (EDU courses), and general studies must be repeated and passed with the grade of C- or better. Courses that need to be repeated are taken at regularly scheduled class times. See teacher education faculty advisor for further information.

2. Demonstrated potential for teaching, including successful performance in laboratory experiences in a variety of diverse learning environments. All undergraduate laboratory experiences, lower-division and upper-division, will be for at least three weeks. Students in all programs must complete laboratory experiences in blocks of at least three hours.
3. Early childhood and elementary education students must complete an additional Five-Day Structured Field Experience during their junior block; secondary students must complete two additional Five-Day Structured Field Experiences during their junior block. Placement(s) must be approved by the teacher education faculty. These experiences must be completed in the appropriate teaching field(s) prior to the internship term, and must be in addition to and separate from regularly scheduled laboratory experiences. See teacher education faculty advisor or the Teacher Education Office for details.
4. Review of additions to student's portfolio by the teacher education faculty. (Tentative implementation scheduled for the 2007/2008 academic year).
5. Application for internship; review of performance and approval by the teacher education faculty.

6. Failure to perform or conduct oneself according to the rules and guidelines for laboratory experiences, the five-day structured field experience or the internship can result in the teacher education faculty's refusal to permit a student to continue in the teacher education program.
7. If, in the course of the student's progressing through the program, deficiencies in knowledge, skills, teaching performance, or dispositions for teaching become evident, the teacher education faculty will meet to discuss the observed deficiency to determine a course of action.

### **Completion Requirements**

Students must meet the following minimum completion requirements to qualify for a degree and for initial certification:

1. Satisfactory completion of the program with at least a 2.5 grade point average in the teaching field; a 2.5 grade point average in professional studies (EDU courses); a 2.5 grade point average in general studies; and an overall Spring Hill College transcript 2.5 grade point average. Courses with grades below C- in the teaching field, professional studies (EDU courses), and general studies must be repeated and passed with the grade of C- or better. Courses that need to be repeated are taken at regularly scheduled class times. See teacher education faculty advisor for further information.
2. Demonstrated readiness to teach through successful on-the-job performance as an intern. The internship takes place in an approved local school. The internship shall be full-time in the schools for a full semester, which should not be limited to one classroom or grade level, with experiences of the intern progressing to the full responsibilities of the teacher for at least twenty days including at least ten consecutive days.

For secondary students seeking certification in two teaching fields, the internship must include equivalent experiences in both teaching fields. Therefore, observation and teaching duties must be divided as evenly as possible between the two fields. Interns in a comprehensive teaching field must observe and teach in at least two areas within the field. Concepts from all areas should be integrated into instructional plans whenever possible.

For the early childhood program, the internship shall include a pre-school or kindergarten placement, unless substantial field experiences were completed at those levels. For the elementary program, the internship shall include upper and lower elementary-level placements unless substantial field experiences were completed at both levels.

An internship is required for completion of all undergraduate teacher education programs at Spring Hill College. The teacher education faculty will not waive the internship requirement. Additionally, the appropriate internship must be completed in an approved local school, under the



direct supervision of Spring Hill College teacher education faculty. Interns are required to possess and be familiar with a current copy of *The Guidebook for Professional Experiences: Internships*.

Grades for the internship are determined by the teacher education faculty.

Should the teacher education faculty terminate an internship, the teacher education faculty decides whether a second and *final* internship may take place. The student must delay at least one semester but not more than two semesters, should a second and *final* internship be permitted. The teacher education faculty determines the conditions, site, cooperating teacher, etc., under which the second and *final* internship takes place, if it does. Should the second and *final* internship be unsatisfactory, the student's teacher education program will be terminated, *and* the student will not at any time in the future be recommended for a teaching certificate to *any* licensing agency.

3. A passing score report for the appropriate content area of the Praxis II Multiple Subjects Assessment Test (MSAT) must be on file in the Division of Teacher Education before registration for the internship term will be approved.
4. Satisfactory performance on each portion of a comprehensive written examination, designed by the institution and developed from selected professional studies (EDU) courses. The comprehensive examination is administered in the internship semester of the student's education program.
5. Satisfactory assessment of the student's Dispositions Checklist for Junior and Senior Candidates by the teacher education faculty.
6. Final review of student's portfolio by the teacher education faculty. (Tentative implementation scheduled for the 2007/2008 academic year.)
7. Completion of the teacher education program not later than four years after admission to the program. A student who does not complete the program within a four-year period may apply for reinstatement.

### **Speech and Writing Competency**

Speech competency is evaluated and assessed by: (a) teacher education faculty during the interview required for admission to a teacher education program, (b) the cooperating teacher and the student during scheduled lab experiences and the full-time, five-day structured field experience completed in a cooperating school, (c) the college supervisor, the cooperating teacher, and the student during the semester-long internship experience, and (d) completion of CMM 150 Introduction to Public Speaking with a grade of C- or better for students who begin collegiate study at Spring Hill College May 1998, and thereafter.

Writing competency is evaluated and assessed by: (a) teacher education faculty during the interview required for admission to a teacher education program

and in the required divisional writing intensive courses, (b) the cooperating teacher and the student during the scheduled lab experiences and the full-time, five-day structured field experiences completed in cooperating schools, and (c) the college supervisor, the cooperating teacher, and the student during the semester-long internship experience.

The interview, the structured field experiences, and the internship are required of all teacher education majors. Documentation recording satisfactory speech and writing competency is placed in the student's ARC (admission, retention, completion) file.

For assistance or for more specific information, please contact the chair of teacher education.

## **HIGHLY QUALIFIED TEACHER (HQT) AND THE NO CHILD LEFT BEHIND (NCLB) ACT REQUIREMENTS**

Under the federal No Child Left Behind (NCLB) Act, elementary, middle, and secondary school teachers of "core academic subjects" (including English, reading or language arts, mathematics, science, foreign languages, civics, and government, economics, arts, history, and geography) must be highly qualified (HQT). Below are current Alabama HQT requirements that presently apply to our teacher education students. Requirements that would not apply to our undergraduate preservice teachers are not included.

### **EARLY CHILDHOOD AND ELEMENTARY EDUCATION TEACHER**

(1) Holds a valid Class B Professional Educator Certificate in Early Childhood Education or Elementary Education and (2) Has earned at least 12 semester hours of credit in each of four disciplines: English language arts, mathematics, science, and social studies.

### **SECONDARY EDUCATION TEACHER (meets requirements of A or B)**

A. (1) Holds a valid Class B Professional Educator Certificate in every core academic subject the teacher teaches and (2a) Has completed, in each of the subjects she/he teaches, an undergraduate academic major as verified on the college transcript or (2b) Has completed course work equivalent to an undergraduate academic major (33 semester hours in the academic area with at least 19 upper division hours) in every subject taught.

B. (1) Holds a valid Class B Professional Educator Certificate in a comprehensive area (i.e., English language arts or General Social Science) and (2a) Has completed an undergraduate academic major in the comprehensive area as verified on the college transcript and has earned credit in every subject taught or (2b) Has completed course work equivalent (33 semester hours in the academic area with at least 19 upper division hours) to an undergraduate academic major and has earned credit in every subject taught.

### **LOWER-DIVISION COURSES (EDU)**

**EDU 131. Human Development (3)** Study of theories, methodology, and research related to human development, with emphasis on educational practice.

Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Permission of Teacher Education Chair required. Pre-professional laboratory experience required.

**EDU 260. Principles of Educational Psychology (3)** A survey of psychological principles of behavior and learning, basic needs, and the application of these principles to educational practice. Curriculum lab fee. Prerequisites: EDU 131; permission of Teacher Education Chair required. Pre-professional laboratory experience required.

**EDU 270. Art for Children (3)** Knowledge and skills appropriate to children, including techniques and media for teaching art to children from nursery age through the sixth grade. Supervised laboratory experiences. This course meets the fine arts requirement for early childhood and elementary education majors. Curriculum lab fee. Prerequisites: EDU 131; permission of Teacher Education Chair required. Pre-professional laboratory experience required.

**EDU 271. Music for Children (3)** Designed to provide skills necessary to work with children in music, the course focuses on two specific levels, ages four through eight and ages nine through eleven. Supervised laboratory experiences. This course meets the fine arts requirement for early childhood and elementary education majors. Curriculum lab fee. Prerequisites: EDU 131; permission of Teacher Education Chair required. Pre-professional laboratory experience required.

**EDU 280. Literature and Creative Drama for Children (3)** A comprehensive survey of the literature written for children; emphasis on the development of techniques for encouraging enjoyment of literature; a special component on the use of creative drama. Curriculum lab fee. Prerequisites: EDU 131; permission of Teacher Education Chair required. Pre-professional laboratory experience required.

#### UPPER-DIVISION COURSES

**EDU 322. Educational Tests and Measurements (3)** The development, administration, evaluation, and interpretation of educational assessment, including creating plans that integrate teaching and assessment; designing objective, performance, and portfolio assessments; evaluating students and discussing evaluations with parents; and interpreting standardized tests. Curriculum lab fee. Prerequisite: Admission to teacher education program. Supervised laboratory experiences.

**EDU 325. The Language Arts Program (3)** Language arts curriculum, teaching, and media for children ages four through eleven. Laboratory experiences with children are an integral part of the course. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 326. Foundations of Reading Instruction (3)** Study of the foundation for and the acquisition of literacy, knowledge, techniques, and programs of reading instruction. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 328. Diagnosis and Adjustment of Reading Instruction (3)** Emphasizes a classroom-based diagnostic-instructional approach which employs practical techniques designed to advance learning in diverse students and at various stages of development. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 329. Reading in the Content Areas (3)** Assists the student in understanding the reading process and in developing skills and habits essential in teaching reading in content areas. Supervised laboratory experiences. This course satisfies one diversity course requirement and must be completed prior to the beginning of the internship. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 330. Strategies for Effective Classroom Management (3)** An investigation of research related to instruction, management, learning, and discipline that provides pre-service teachers foundations upon which to develop strategies for effective classroom management. Curriculum lab fee. Prerequisite: Admission to teacher education program. Supervised laboratory experiences.

**EDU 331. Instructional Media and Technologies of Instruction (3)** An exploration of and practical experience with the preparation and use of various forms of instructional media including current and emerging technologies. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 345. Teaching Young Children (3) (W)** A survey of the qualities and competencies needed by teachers and the history and development of early childhood education. Emphasis on current models. This is a writing intensive course. This course satisfies one diversity course requirement. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 346. The Family, the Community, and the Child (3)** Emphasis on the importance of the parent-child relationship, parental involvement in the educational process and the contributions of community agencies and service groups. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 370. Survey of Exceptionality (3) (D)** Designed to provide students with basic understanding regarding the full range of exceptional children. Attention given to etiology, prevention, emerging issues and current methodologies. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 373. Teaching Social Studies (3) (W)** Social studies curriculum, teaching, and media for children ages four through eleven. Laboratory experiences with children are an integral part of the course. Curriculum lab fee. This is a writing intensive course. Prerequisite: Admission to teacher education program.

**EDU 375. Teaching Mathematics (3)** Mathematics curriculum, teaching, and media for children ages four through eleven. Laboratory experiences with children are an integral part of the course. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 377. Teaching Science and Health (3)** Curriculum and teaching in science, health, and safety for children ages four through eleven. Laboratory experiences with children are an integral part of the course. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 378. Current Influences on Curriculum and Teaching (3) (W)** Synthesis of knowledge from a variety of fields of educational inquiry, and examination of their impact on the school curriculum and instructional program. Curriculum lab fee. This course satisfies one diversity course requirement. Prerequisite: Admis-

sion to teacher education program. This is a writing intensive course. Supervised laboratory experiences.

**EDU 391. Multicultural Teaching (3)** A survey of educational and social scientific concepts to help teachers understand the social and cultural milieu of culturally-different learners. The development of teaching strategies to maximize opportunities. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 401. History and Philosophy of Education (3) (W)** A critical analysis of selected theories and problems in education considered as a social institution. Emphasis is placed on developing an understanding of the role and function of the educational process in a pluralistic society. Same course as PHL 450. This is a writing intensive course. Supervised laboratory experiences. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 450. Strategies and Resources for Teaching in Secondary and Middle Schools (2) (W)** A study of secondary and middle schools, the curriculum, instructional strategies, classroom management, and resources. Designed to address both general concerns and specific teaching fields, the course is completed prior to the internship. This is a writing intensive course. Supervised laboratory experience. Curriculum lab fee. Prerequisite: Admission to teacher education program.

**EDU 451. Lab: Instructional Strategies and Methodology in Teaching Social Studies and History (1) (W)** To accompany EDU 450. This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in social science or history while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in social science. This laboratory course will be held during the day in a public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 452. Lab: Instructional Strategies and Methodology in Teaching Mathematics (1) (W)** To accompany EDU 450. This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in mathematics while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in mathematics. This laboratory course will be held during the day in a public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 453. Lab: Instructional Strategies and Methodology in Teaching Biology (1) (W)** This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in biology while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in biology. This laboratory course will be held during the day in public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 454. Lab: Instructional Strategies and Methodology in Teaching Chemistry (1) (W)** This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in chemistry while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in chemistry. This laboratory course will be held during the day in public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 455. Lab: Instructional Strategies and Methodology in Teaching English Language Arts (1) (W)** This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in English language arts while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in English language arts. This laboratory course will be held during the day in public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 456. Lab: Instructional Strategies and Methodology in Teaching French (1) (W)** This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in French while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in French. This laboratory course will be held during the day in public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 457. Lab: Instructional Strategies and Methodology in Teaching Spanish (1) (W)** This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in Spanish while instructing students and managing their behavior. Co-taught by EDU 450 instructor and current practitioner in Spanish. This laboratory course will be held during the day in public, private, or parochial school. Curriculum lab fee. Co-requisite: Must be registered for EDU 450.

**EDU 494. Internship in Early Childhood Education (12)** A semester of supervised observation and teaching experience in an early childhood classroom; supervision provided by college staff. Includes conferences with supervising teacher and college supervisor. Attendance at a weekly seminar is required. Curriculum lab fee. Prerequisites: Admission to teacher education program and divisional approval.

**EDU 495. Internship in the High School (3)** A full-time supervised observation and teaching experience in the high school (grades 6-12) for one semester; supervision provided by college staff. Includes conferences with cooperating teacher and college coordinator. Curriculum lab fee. Prerequisites: Admission to teacher education program and divisional approval.

**EDU 496. Internship in the Middle School (3)** A minimum of one-hundred hours of supervised observation and teaching experience at the middle school level (grades 4-8); supervision provided by college staff. This course is designed for students seeking a middle school endorsement when the high school internship does not include appropriate work in grades seven or eight, or when the elementary internship is not in grades four, five, or six. Prerequisites: Admission to teacher education program and divisional approval.

**EDU 497. Internship in the High School (9)** A full-time supervised observation and teaching experience in the high school (grades 6-12) for one semester; supervision provided by college staff. Includes conferences with cooperating teacher and college coordinator. Attendance at a weekly seminar is required. Curriculum lab fee. Prerequisites: Admission to teacher education program and divisional approval.

**EDU 498. Special Studies (1-3)** The content of the course will be structured to meet the professional needs of the student and will include in-depth study in a selected topic in teacher education. This work is undertaken with permission of

the faculty and under its supervision. Curriculum lab fee. Prerequisite: Permission of chair of teacher education.

**EDU 499. Internship in Elementary Education (12)** A semester of supervised observation and teaching experience in an elementary classroom; supervision provided by college staff. Includes conferences with cooperating teacher and college supervisor. Attendance at a weekly seminar is required. Curriculum lab fee. Prerequisites: Admission to teacher education program and divisional approval.

### **Bachelor of Science Degree Programs in Teacher Education**

#### **REQUIRED COURSES ALL CERTIFICATION AREAS**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CMM 150	Introduction to Public Speaking	3
EDU 131	Human Development	3
EDU 260	Principles of Educational Psychology	3
EDU 322	Educational Tests and Measurements	3
EDU 331	Instructional Media and Technologies of Instruction	3
EDU 370	Survey of Exceptionality	3
EDU 401	History and Philosophy of Education	3

#### **EARLY CHILDHOOD AND ELEMENTARY EDUCATION**

Common Course Requirements: 75 Semester Hours

<u>Course</u>	<u>Title</u>	<u>Hours</u>
	Mathematics*	12
	Science*	12
	English*	12
	Social Sciences*	12
EDU 270	Art for Children	3
EDU 271	Music for Children	3
EDU 280	Literature and Creative Drama for Children	3
EDU 325	The Language Arts Program	3
EDU 326	Foundations of Reading Instruction	3
EDU 330	Strategies for Effective Classroom Management	3
EDU 373	Teaching Social Studies	3
EDU 375	Teaching Mathematics	3
EDU 377	Teaching Science and Health	3

\* See teacher education faculty advisor for course approval.

## EARLY CHILDHOOD EDUCATION

### Additional Course Requirements

<u>Course</u>	<u>Title</u>	<u>Hours</u>
EDU 345	Teaching Young Children	3
EDU 346	The Family, the Community, and the Child	3
EDU 494	Internship in Early Childhood Education	12

## ELEMENTARY EDUCATION

### Additional Course Requirements

<u>Course</u>	<u>Title</u>	<u>Hours</u>
EDU 328	Diagnosis and Adjustment of Reading Instruction	3
EDU 378	Current Influences on Curriculum and Teaching	3
EDU 499	Internship in Elementary Education	12

## SECONDARY CERTIFICATION

### Additional Course Requirements

<u>Course</u>	<u>Title</u>	<u>Hours</u>
EDU 329	Reading in the Content Areas	3
EDU 450	Strategies and Resources for Teaching in Secondary and Middle Schools	2
EDU 451	Lab: Instructional Strategies and Methodology in Teaching Social Studies or History	1
or EDU 452	Lab: Instructional Strategies and Methodology in Teaching Mathematics	1
or EDU 453	Lab: Instructional Strategies and Methodology in Teaching Biology	1
or EDU 454	Lab: Instructional Strategies and Methodology in Teaching Chemistry	1
or EDU 455	Lab: Instructional Strategies and Methodology in Teaching English Language Arts	1
or EDU 456	Lab: Instructional Strategies and Methodology in Teaching French	1
or EDU 457	Lab: Instructional Strategies and Methodology in Teaching Spanish	1
	Program Electives* (See advisor)	6
EDU 495	Internship in the High School	3
or EDU 496	Internship in the Middle School	
EDU 497	Internship in the High School	9

\*See advisor in secondary education for information about teaching fields.



**READING (BASIC SKILLS) (RDG)**

**RDG 021. Developmental Reading (3)** The goal of this course is to direct students in developing efficient reading habits including deliberate and resourceful strategies for reading textbooks (and other non-fictional materials), flexible use of reading styles according to purposes, and the systematic use of a dictionary to develop reading vocabulary. Grading: A, B, C, No Credit. A student may not receive credit for both RDG 011 and RDG 021. Curriculum lab fee.

**GEOGRAPHY (GEO)**

**GEO 101. Physical Geography: Atmospheric Processes and Patterns (3)** An introduction to the basic themes of geography; earth/sun relations; weather elements and the physical controls which influence weather and climate conditions; the interrelationship of climate, natural vegetation, and soil. Course includes a laboratory component. Prerequisite: Admission to teacher education program. Permission of Teacher Education Chair required. This course may be taken to satisfy a science or social science course requirement for early childhood education and elementary education students.

**GEO 102. Physical Geography: Landscape Processes and Patterns (3)** A study of the five basic themes of geography; the basic character of the lithosphere and the impact of plate tectonics on world landscapes, the earth's major and minor landforms; geomorphic agents and processes which sculpture the earth's surface; the aquatic realm and the impact that oceans have upon terrestrial landscapes. Course includes a laboratory component. Prerequisite: Admission to teacher education program. Permission of Teacher Education Chair required. This course may be taken to satisfy a science or social science course requirement for early childhood education and elementary education students.

**GEO 301. World Regional Geography (3)** This course explores physical and cultural characteristics of the world's realms, the concept of economic development, factors in global disparities, and the relationship between physical environment and human culture. This course is required for Secondary Education: General Social Studies majors.

# Interdisciplinary and Other Programs

## **BACHELOR OF ARTS IN ART-BUSINESS**

(see Division of Communication, Fine and Performing Arts section)

## **BACHELOR OF ARTS IN ART THERAPY**

(see Division of Communication, Fine and Performing Arts section)

## **BACHELOR OF SCIENCE IN BIOPSYCHOLOGY**

(see Division of Science and Mathematics section)

## **BACHELOR OF SCIENCE IN GENERAL STUDIES**

**Program Director: George B. Gilmore, Ph.D.**

The Bachelor of Science in General Studies allows students whose academic career needs cannot be satisfied through existing majors to design majors of their own, subject to consultation with an advisor and the approval of a faculty committee. The following guidelines apply:

1. All are required to meet core curriculum requirements.
2. All are required to complete a total of two courses in professional studies (business, communication arts, and/or teacher education).
3. All are required to complete with a grade of C- or higher thirty to thirty-six semester hours of upper-division courses in a planned program with specific academic or career focus. While a C- in one of these courses will be accepted as a passing grade, all students must attain a cumulative GPA of 2.0, both overall and in the major, in order to graduate.
4. Comprehensive requirements may be fulfilled in a way appropriate to the approved program.
5. Declaration of intent to pursue a general studies major should be made no later than the student's attaining the status of a second semester junior.
6. A student desiring to pursue the major must have his/her plan of studies approved by the General Studies Committee.
7. A major with a business component should include, at the minimum, courses required for the minor in business.
8. Students shall submit their proposed plans of study to the General Studies Committee prior to preregistration for the first semester of their senior year.

Students interested in the general studies program should contact the Office of Academic Affairs.

## **BACHELOR OF ARTS IN INTERDISCIPLINARY HUMANITIES (HUM)**

**Program Director:** Charles L. Kargleder, Ph.D.

The interdisciplinary humanities program allows qualified students to design their own majors through a combination of the various humanities departments (English, foreign languages, fine and performing arts, history, philosophy, theology). The program consists of thirty upper-division hours: either six in each of three humanities departments or nine in each of two departments; three in one of the same departments or a different humanities department (double majors may take a course outside the humanities); six in program electives; and three in a synthesis paper (HUM 495), which will enable the student to integrate the major program around an idea or methodology. A student may demonstrate speech competency by passing CMM 150 or through a certified proof of competency.

Suggested patterns of integration are cultural (e.g., American or European Studies), a history of ideas (a study of the historical growth and development of major ideas such as justice, freedom, or nature), or an original pattern of integration. The latter is reserved for those students who have a cumulative grade point average of at least 3.0.

Those wishing to apply for admission to a major in this program should consult with the program director (either of languages and literature or of philosophy and theology) in the spring semester of the sophomore year. Applicants will be assigned to a faculty advisor who will aid in the development of the proposal of study for the junior and senior years. Those submitting proposals should take into account the availability of courses, tentative plans for the synthesis paper (HUM 495), and the required distribution of courses within the humanities. Formal approval of the proposal by the chair will constitute admission to the major.

### **LOWER-DIVISION COURSES**

**HUM 295. Special Studies (3) (D)** Interdisciplinary and other special studies in the humanities.

**HUM 296. Special Studies (1-3) (W)** Interdisciplinary and other special studies in the humanities.

**HUM 297. Special Studies (0-3)** Interdisciplinary and other special studies in the humanities.

### **UPPER-DIVISION COURSES**

**HUM 395. Special Studies (3) (D)** Interdisciplinary and other special studies in the humanities.

**HUM 396. Special Studies (3) (W)** Interdisciplinary and other special studies in the humanities.

**HUM 397. Topics in Women's Studies (3) (W,D)** Same course as WST 397.

**HUM 460. Multicultural Environments (3) (W,D)** Students are introduced to the role culture plays in forming the ways people think, identify themselves, interact, and make decisions. Various culture groups are compared and contrasted

in order to understand their different values, social behaviors, and traditions. The relationship between culture and language is also examined.

**HUM 490. Humanities Internship (3 - 6)** Professional experience through a semester of directed part-time employment. Enrollment restricted to juniors and seniors.

**HUM 495. Humanities Synthesis Paper (3) (W)** An integrating course intended primarily for interdisciplinary humanities majors at the end of their concentration program. The course will be taught either on a tutorial or seminar basis.

## **BACHELOR OF SCIENCE IN INTERNATIONAL STUDIES**

(see Division of Social Science)

## **BACHELOR OF ARTS IN ORGANIZATIONAL LEADERSHIP**

(see Continuing Studies section)

## **JOINT BACHELOR OF ARTS-MASTER OF BUSINESS ADMINISTRATION, BACHELOR OF SCIENCE-MASTER OF BUSINESS ADMINISTRATION**

(see Division of Business section)

## **WOMEN'S STUDIES MINOR**

**Contacts: Michelle Petrie, Ph.D.**

Women's Studies is an interdisciplinary program which focuses on women's experiences in many facets of society and culture. The courses offered in the Women's Studies program address the effects of factors such as class, race, region, religion, age, historical period, politics, health, ability, sexuality, and the cultural context on women. Through courses in art, literature, history, philosophy, theology, psychology, sociology, political science, communications, and health, women's lives and experiences are examined and analyzed.

A minor in women's studies consists of a minimum of 18 credits. Course work must be completed with grades of C- or better. At least 12 hours must be completed at Spring Hill College. The course, HUM/WST 397 Topics in Women's Studies, is required of all Women's Studies minors. The remaining courses must be selected from among those approved by the Women's Studies Advisory Council. Additionally, special topics courses, tutorials, and seminars may be applied to the minor with the approval of the Women's Studies Advisory Council.

Course	Title	Hours
<i>Required of all minors:</i>		
HUM/WSL 397	Topics in Women's Studies	3
<i>The following courses may apply toward a Women's Studies Minor:</i>		
ARH 299/499	Special Topics: Women Artists	3
CMM 375	Gender Communication	3
ENG 247	Women Writers	3
HIS 325	Women's History	3
PHL 322	Philosophy and Gender	3
POL 320	Women and American Politics	3
PSY 310	Psychology of Gender	3
SOC 375	Gender and Society	3
WSL 497	Special Topics in Women's History	3
WSL 499	Internship	3

Other courses approved by the Women's Studies Advisory Council

**WSL 397. Topics in Women's Studies (3) (W,D)** The primary goals of this course are to provide students with an introduction to the interdisciplinary field of women's studies, to expose them to feminist theories for understanding and analyzing social phenomena, and to help them develop more critically informed perspectives on issues concerning women. Crosslisted as HUM 397.

**WSL 497. Special Topics in Women's Studies (3)** A study in a specialized area. The content of the course will vary to suit the needs of the students and the interests of the faculty.

**WSL 499. Internship (3)** An active learning experience in an appropriate environment related to a student's minor in women's studies. Prerequisites: 60 earned credit hours (30 hours at Spring Hill for a transfer student). Minimum GPA of 2.5. Completion of at least 9 hours in the minor. Recommendation of academic advisor. Permission of Coordinator of Career Services and Director(s) of Women's Studies minor.

## BASIC SKILLS COURSES

These courses are designed to help those students whose high school records and college entrance examinations indicate an inadequate background for college-level reading, writing, and mathematics. The writing program is under the administration of the Department of English, the reading under Teacher Education, and the mathematics under the Department of Mathematics.

The objectives are to help students develop basic reading, writing, and mathematics skills necessary for success in college-level courses.

### Enrollment

All entering students who are judged to be in need of remedial reading and/or writing must enroll at once in the appropriate course(s). The writing proficiency course (ENG 011) must be passed before a student qualifies to take the required core courses in English. This is also true of mathematics.

**Method**

The educational methods and materials are designed to meet the individual needs of the students. The diagnosis of students' needs is based upon academic records and college entrance examinations subscores.

COURSES—see the appropriate departmental listing for course descriptions.

**ENG 011. English Grammar and Composition (3)** See English.

**MTH 010. Basic Algebra (3)** See mathematics.

**RDG 021. Developmental Reading (3)** See education.

**Regulations**

1. A student must fulfill course objectives before he/she is given credit in the course.
2. Satisfactory completion of MTH 010, RDG 021, and ENG 011 will earn a grade of A, B, or C.
3. Less than satisfactory work will earn a grade of No Credit and the student will register again for the same course the following semester. When ENG 011 is repeated, the grading system is A, B, C, D, and F, but a student must still earn a C- or higher to move on to the next level English course.
4. Credit toward graduation is limited to no more than three credits in each of the basic skills departments (ENG, MTH, RDG).

**STUDENT ACADEMIC SERVICES**

**Program Director: Josetta Mulloy, M.Ed.**

The College offers courses to assist students in setting and reaching academic and career goals.

**SAS 001. College Study Strategies (1)** This course is designed to help students develop effective study techniques. Topics to be covered include time management, reading skills, note taking, how to take tests, and how to concentrate. Grading: Pass/NC.

**SAS 101. Freshman Seminar (1)** This course is designed to assist first-time freshmen in making an effective transition to Spring Hill College. The course is structured to meet in small groups. It is taught by the students' academic advisors. All first-time freshmen are required to complete this course. Topics include: academic policies, core curriculum, degree requirements, time management, academic integrity, and career introduction. Grading: Pass/NC.

**SAS 102. Transfer Student Seminar (0)** This course is an extended orientation to assist transfer students in making an effective transition to Spring Hill. Topics include: transfer credit, degree audits and requirements, core curriculum, academic policies and procedures, time management and financial aid requirements.

This course is a requirement; credit and grade are not awarded; course does appear on student transcript.

**SAS 201. Career Development (1)** This course provides the foundation for effective personal career management. Each student will be asked to develop and manage a career direction consistent with personal aspirations, skills, and current opportunities. Prerequisite: 15 earned hours. This course is primarily designed for sophomores who have not declared a major. Grading: Pass/NC

**SAS 301. Internship I (1-3)** An active learning experience in a professional working environment related to a student's major and/or career. Prerequisites: 60 earned hours, or 24 Spring Hill College earned hours if a transfer student, and cumulative GPA of 2.5 or above.

**SAS 302. Internship II (1-3)** Students who successfully complete SAS 301 may enroll in SAS 302, which is designed as a second internship experience with a different focus. Prerequisites: 60 earned hours, or 24 Spring Hill College earned hours if a transfer student, and cumulative GPA of 2.5 or above.

**SAS 303. Pre-law Internship (3)** Students enrolled in SAS 303 will gain experience in a professional legal environment. The internship is designed for students considering a future in the legal environment. Recommended for pre-law minors. Prerequisites: 60 earned hours, 24 Spring Hill College hours if a transfer student, cumulative GPA of 3.0 or higher, and permission of Political Science Chair and instructor.

**SAS 304. Pre-Health Internship (1-3)** Students are placed in a hospital, hospice or medical office to observe first-hand different aspects of the medical profession. Students complete a minimum of 40 on-site hours. Prerequisites: minimum of 30 credit hours (all Spring Hill College), cumulative GPA of 3.0 or higher, permission of pre-health advisor and course instructor.

**SAS 320. Career Assessment and Portfolio Development (3)** This course is designed to help students identify and prioritize their education and career goals through a variety of activities and projects. A major project of the course will be production of the narrative description and documentation for the Prior Learning Assessment (PLA) portfolio. This course is available only to students in the Division of Continuing Studies.

## LEISURE SPORTS AND RECREATION (LSR)

**Contact: Scott Westbrook**

Designed to contribute to the development of the whole person, to offer healthy life choices, and to provide students with skills and knowledge in a variety of sports and physical activities, the leisure sports and recreation courses are generally taught by the staff of the Student Affairs Division. All courses are offered on a Pass/Fail basis. **Note:** While students may take a number of LSR courses, a maximum of two may be applied toward credit required for graduation. A student, after completing one LSR course, may take others on a space available basis only.

**LSR 100. Recreational Tennis (1)** An introduction to tennis, emphasizing fundamental strokes, general techniques, and the scoring of singles and doubles play. Grading: Pass/Fail.

**LSR 110. Recreational Golf (1)** Introduction to the fundamentals of golf, golf etiquette, rules and scoring. Grading: Pass/Fail.

**LSR 120. Weight Training (1)** Students are instructed in the use of weight room equipment, in proper techniques for performing exercises to develop the total body, and in safety and spotting methods. Grading: Pass/Fail.

## **RESERVE OFFICER TRAINING CORPS (ROTC) PROGRAMS**

### **DEPARTMENT OF MILITARY SCIENCE (MSC) ARMY ROTC**

**Contact: Lieutenant Colonel Oakland McCulloch**

The Military Science Department offers a progressive program which will enhance student education regardless of academic endeavor. The program is designed to improve the leadership abilities of students; develop managerial skills; inform students concerning the roles, missions, and capabilities of the army; and train qualified ROTC students to become commissioned officers in the National Guard, Reserve, and Active Army. Military Science is an accredited field of minor study.

Students may take Military Science courses and receive graduation credit in lieu of Physical Education courses. National Guardsmen, reservists, veterans and former JROTC students may receive advanced placement by requesting it through the Professor of Military Science (PMS).

#### **BASIC COURSE**

The purpose of the Army ROTC Basic Course is to introduce students to Army ROTC, to give them general information about the Army and to introduce them to basic skills which have both military and civilian application. Courses and practical exercises in land navigation, orienteering, and leadership round out the student's academic life, provide a challenge, develop confidence, and break the classroom monotony. With this initial exposure, the students will have experience upon which to base their decisions to continue into the Advanced Course and into the Army as commissioned officers. There is no military obligation in connection with the Basic Course.

**MSC I (MSC 101-102).** Meets for one classroom period per week. Students may volunteer to attend leadership laboratories. Students may also volunteer to participate in adventure training and other military activities. Several optional training activities on and off campus are scheduled each semester.

**MSC II (MSC 201-202).** Meets for two classroom periods per week. All students are required to attend a two hour leadership lab every other week. In



addition, contracted students are required to attend physical training lab three times per week for 1 hour per session. During leadership laboratory, students will participate in adventure training and other military activities. Several optional training activities on and off campus are scheduled during the school year.

### **LEADER'S TRAINING COURSE (LTC) (ADVENTURE TRAINING)**

The Leader's Training Course, conducted during the summer session, is a challenging five-week training course designed to evaluate students' ability to handle themselves and others in new and demanding situations. Throughout the program, the student is provided with the fundamentals of leadership which include physical training, marksmanship, tactical operations, map reading, and orienteering. Students are provided transportation, fees, room and board, as well as approximately \$720 in pay and allowances. Attendance *does not* obligate the student to military service; it does, however, qualify the student for the Army ROTC Advanced Course when taken in lieu of the Basic Course requirements.

### **ADVANCED COURSE**

Upon completion of the Basic Course or LTC (above), ROTC students entering the Advanced Course continue to develop their ability in evaluating situations, making decisions, and practicing traits considered essential in a leader. The ability to motivate subordinates, win their confidence, and supervise them effectively is attributed by many civilian and military leaders to training received through ROTC in college. The ROTC Program uses and extends the intellect, education, and special abilities of college students. Its primary purpose is to produce officers needed for the defense of our nation in time of crisis; but, in the process, it also develops the kind of junior executive or manager needed in every field of civilian endeavor.

All Advanced Course students earn \$400 to \$500 a month (upon contracting) beginning the first month of their junior year and continuing until they complete the Advanced Course. Additional pay and travel allowances are provided for the five-week Leadership Development Assessment Course (LDAC) held between the junior and senior years.

**MSC III (MSC 301-302).** Meets for two classroom periods per week. All students are required to attend a two hour leadership lab once per week. In addition, contracted students are required to attend physical training lab three times per week for 1 hour per session. Three training activities off campus will be scheduled during the school year.

**MSC IV (MSC 401-402).** Meets for three classroom periods per week. All students are required to attend a two hour leadership lab once per week. In addition, contracted students are required to attend physical training lab three times per week for 1 hour per session. Three training activities off campus will be scheduled during the school year.

### **ROTC SCHOLARSHIP PROGRAM**

See information provided in the chapter on financial aid.

**Army ROTC Scholarships**

These competitive scholarships are awarded solely on potential rather than financial need and cover the costs of tuition, fees, and a flat-rate book allowance (of \$450 per semester) plus a subsistence allowance of \$300 to \$500 per month up to ten months per year. Four-year scholarships are available to designated freshmen who applied and were selected during their senior year in high school. Three- and two-year scholarships are available to eligible students, both enrolled and not enrolled in the ROTC program. This allowance is tax free and is in addition to most other assistance that the student may receive.

**ACADEMIC CREDIT**

Academic credit is granted for the completion of Military Science course requirements as follows:

Basic Course 1st year (MSC 101 - 102)

1st & 2nd Sem. - 1 hr. ea. = Total 2

Basic Course 2nd year (MSC 201 - 202)

1st & 2nd Sem. - 2 hrs. ea. = Total 4

(Basic camp in lieu of Basic Course) (6)

Advanced Course 1st year (MSC 301 - 302)

1st & 2nd Sem. - 3 hrs. ea. = Total 6

Advanced Course 2nd year (MSC 401 - 402)

1st & 2nd Sem. - 3 hrs. ea. = Total 6

**MILITARY SCIENCE (MSC)**

**MSC 101. Basic Military Skills I (1)** An introductory course of instruction and participation in basic military leadership techniques required to prepare students to function as small group leaders in any environment.

**MSC 102. Basic Military Skills II (1)** A continuing course of instruction and participation in basic military leadership techniques required to prepare students to function as small group leaders in any environment.

**MSC 201. Intermediate Military Skills I (2)** A further development of common task skills required to prepare cadets to lead small military units. Emphasis on practical application of basic military skills and ability through development of leadership skills. Fees.

**MSC 202. Intermediate Military Skills II (2)** A further development of common task skills required to prepare cadets to lead small military units. Emphasis on practical application of basic military skills and ability through development of leadership skills. Fee.

**MSC 301. Advanced Military Skills I (W) (3)** Intensive instruction and practical application of principles required to lead military units. Emphasis on squad and platoon level leadership techniques. Fee.

**MSC 302. Advanced Military Skills II (3)** Intensive instruction and practical application of principles required to lead military units. Emphasis on squad and platoon level leadership techniques. Fee.

**MSC 401. Leadership Skills I (3)** Intensive study and work involving the daily operation and supervision of military units. Special emphasis on leadership responsibilities, military justice, ethical behavior, and decision making. Fee.

**MSC 402. Leadership Skills II (W) (3)** Continued intensive study and work involving the daily operation and supervision of military units. Special emphasis on leadership responsibilities, military justice, ethical behavior, and decision making. Fee.

**MSC 494. Directed Studies (1-3)** Directed study and research. May be repeated in different subject areas not to exceed six credits. Course work will be specified by the instructor prior to the beginning of the semester. Studies may include but are not limited to research papers, special projects, and leadership seminars. Fee.

## **AIR FORCE: AIR FORCE STUDIES (AFS)**

**Contact: Lt. Col. Douglas Mullins**

Air Force ROTC (AFROTC) offers students a course of study leading to a commission as a second lieutenant in the active-duty United States Air Force. The student/cadet has an opportunity to explore and evaluate Air Force career opportunities while earning a college degree. Completion of the AFROTC curriculum is the initial step in the education of the professional officer and provides a firm understanding of the Air Force mission, organization, and operation.

The Air Force ROTC program consists of two phases: the General Military Course (GMC) and the Professional Officer Course (POC). Each phase consists of two academic years.

Air Force Studies courses for Spring Hill College students are offered at the University of South Alabama (USA). Students desiring to enroll should call the department at (251) 460-7211 to coordinate enrollment requirements. Registration is accomplished through normal procedures at Spring Hill College.

### **GENERAL MILITARY COURSE (THE BASIC COURSE)**

Men and women who are full-time university students may enroll in the General Military Course with no military obligation. The GMC courses deal primarily with the various Air Force organizations and their missions, as well as the history of the Air Force. The Professor of Air Force Studies may grant credit or partial credit for completion of the GMC for students who have served on active duty, for junior or senior level ROTC participation in a program of any service, or for Civil Air Patrol work.

### **PROFESSIONAL OFFICER COURSE (THE ADVANCED COURSE)**

Enrollment in the POC is limited to those students who have applied and been accepted for the course. Selection is based on interest in the Air Force together with academic records, leadership abilities, results of the Air Force Officer Qualifying Test, and medical qualification. Application is normally made while a member of the GMC or (for students not enrolled in the GMC) early in the sophomore year. Individuals entering the POC must have two academic years remaining in college as full-time students at the undergraduate and/or graduate

level. Upon completion, all POC students are obligated to accept a commission and enter the active-duty Air Force.

AS-300 materials emphasize student involvement in learning and practicing leadership and management techniques. The AS-400 course deals extensively with the political, economic, and social factors relating to the formulation and implementation of national security policy. Leadership and management skills as they apply to a junior officer in the Air Force are emphasized, and communicative skills are stressed throughout the entire AFROTC curriculum.

Cadets receive a nontaxable monthly allowance while on contract (normally during the two academic years in their POC) during the school year. This allowance is in addition to any other scholarship benefits.

### **Field Training Course**

All students accepted for entry into the POC must complete the field training course, conducted at an active Air Force base during the summer months. Two types of courses are available, depending upon which program the student anticipates entering (two- or four-year). The two-year program requires a six-week field training course prior to entering the POC. The four-year program requires a four-week course to be completed. Normally, students attend field training between the sophomore and junior years. Two-year program cadets are those applying too late to complete all GMC classes.

When attending the field training course, a student is furnished transportation or payment for travel plus pay at the current rate of approximately \$600 per month. Uniforms and free medical care are furnished while at field training.

### **AFROTC College Scholarship Program**

The Air Force Studies Department nominates qualified freshmen, sophomores, and juniors to compete for three- and two-year scholarships. The scholarship entitlement pays up to full tuition and fees, a textbook allotment, and the monthly allowance mentioned above. Scholarship consideration is predicated on student ability, performance, potential, and specific academic majors needed in the Air Force.

Scholarships are also offered for the last two or three years for pre-med students. Interested students should contact the Department of Air Force Studies. Four-year scholarships are also available to high school students. High school students interested in making application should write: Air Force ROTC Det 14, South Residence Hall 156, Mobile, AL 36688-0002 during their junior year or before November of their senior year.

### **Air Force ROTC Uniforms**

Students in Air Force ROTC will be issued uniforms to wear to class and leadership laboratory. They must be turned in upon completion of the course or when the cadet drops or is dropped from the program.

### **Courses of Instruction**

The GMC course is normally completed during the freshman and sophomore years. This basic course consists of four semesters of study with one hour of classroom work and two hours of leadership laboratory per week.

The POC consists of four semesters of study and leads to a commission in the United States Air Force. Three classroom hours and two hours of leadership laboratory are required weekly. Students interested in this program should contact the Professor of Air Force Studies prior to registration.

#### **GENERAL MILITARY COURSE DESCRIPTIONS (ACADEMIC CREDIT)**

**AS 101. Foundations of the United States Air Force I (1)** Study of the Air Force in the contemporary world. Customs and courtesies of the military, requirements of officership, and an introduction to communication skills are covered.

**AS 102. Foundations of the United States Air Force II (1)** Study of the total force structure, base installations and structure, and aerospace support forces. Includes examination of the environment of the Air Force officer.

**AS 201. The Evolution of USAF Air and Space Power I (1)** Study of the development of air power from balloons and dirigibles up to the Korean Conflict. Students will be introduced to the Air Force methods of effective communication.

**AS 202. The Evolution of USAF Air and Space Power II (1)** Study of air power following the Korean War. Course deals with the peaceful employment of U.S. air power in relief missions and civic action programs in the late 1960's and the air war in Southeast Asia. It covers the build-up of air power during the 1980's and changes brought about by Desert Storm. The course will also survey leadership issues that form the basis of study in the Professional Officer Course. Students will learn the basics of ethical decision making as well as polish their communication skills.

#### **PROFESSIONAL OFFICER COURSE DESCRIPTIONS (ACADEMIC CREDIT)**

Enrollment in the Professional Officer Course (POC) requires advanced selection and approval by the Professor of Air Force Studies (PAS). Applications are normally accepted during the year prior to POC enrollment. Cadets must be mentally and physically fit.

**AS 301. Air Force Leadership Studies I (3)** Integrated management course emphasizing the individual as a manager in an Air Force milieu. The individual motivation and behavioral processes, leadership, ethics, communications, and group dynamics provide a foundation for the development of the junior officer's professional skills as an Air Force officer. The basic managerial processes involving decision-making and the use of analytic aids in planning, organizing, and controlling in a changing environment are emphasized. Laboratory provides opportunities for practical application of leadership skills. Prerequisite: Completion of all AS 100- and 200-level courses or completion of a six-week summer field training.

**AS 302. Air Force Leadership Studies II (3)** Organizational and personal values, management of forces in charge, organizational power, politics, managerial strategy and tactics, and total quality management are discussed within the context of the military organization. Examines the managerial and leadership problems found in industry and government. Leadership qualities and skills are examined in detail.

Actual Air Force cases are used to enhance the learning and communicative processes. Leadership laboratory included. Prerequisite: AS 301 or approval of the PAS.

**AS 401. National Security Affairs and Preparation for Active Duty I (3)**

Focuses on the Armed Forces as an integral element of society. Emphasizes the broad range of American civil-military relations, the environmental context in which U.S. defense policy is formulated and implemented, the societal attitudes toward the military, and the role of the professional military leader-manager in a democratic society. Each student prepares individual and group presentations for the class, writes reports, and participates in group discussions and seminars. Laboratory provides opportunities for practical application of leadership skills. Prerequisite: AS 302 or approval of the PAS.

**AS 402. National Security Affairs and Preparation for Active Duty II (3)**

Stresses the fundamental values and socialization process associated with the Armed Services; the requisites for maintaining adequate national security forces; the political, economic, and social constraints on the national defense structure; the impact of technological and international developments on strategic preparedness; and the manifold variables involved in the formulation and implementation of national policy. Focuses on the role of the professional military officer in carrying out national policy. Military law and the military justice system are examined closely. Leadership laboratory included. Prerequisite: AS 401 or approval of the PAS.

**AS 494. Directed Study (1-3)** Students will receive individual instructor guidance and prepare a formal report/research paper on some aspect of Air Force operations. Must have permission of the PAS.

**Leadership Laboratory (No Academic Credit)** There is a corequisite leadership lab for each course. The leadership lab is held once a week and provides cadets with the opportunity to further develop their leadership and followship skills. Cadets must sign up for the leadership lab which corresponds with their AS class.

# **III**

## **Graduate and Continuing Studies**

### **A. Continuing Studies**

#### **(Non-traditional Undergraduate)**

#### **Programs**

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#### **General and Program**

#### **Information**

# Academic Calendar for Continuing Studies 2007-2008

## Fall Semester 2007

August	17	Friday	Late registration begins - schedule adjustments; see advisor
	20	Monday	Day classes begin, 8:15 a.m. Evening classes begin, 6:00 p.m. Add/drop begins; see advisor
	24	Friday	Late registration ends Add/drop ends
September	3	Monday	Labor Day, no classes
	4	Tuesday	Classes resume, 8:15 a.m.
	5	Wednesday	Last day to remove "I" grades from spring and summer 2007
October	8-9	Mon-Tues	Fall break, no classes
	10	Wednesday	Classes resume, 8:15 a.m.
	15	Monday	Fall 2 begins
	16	Tuesday	Midterm grades due in Registrar's Office, 2:00 p.m.
	18	Thursday	<i>Course advisement begins for spring semester 2008</i>
	23	Tuesday	Last day to withdraw with non-penalty W
November	1	Thursday	Last day for degree application for May 2008 graduation
	5	Monday	Last day to request pass/fail option
	21-23	Wed-Fri	Thanksgiving holiday, no classes
	26	Monday	Classes resume, 8:15 a.m.
	30	Friday	Last day of classes
December	3-7	Mon-Fri	Final exams
	11	Tuesday	Final grades due in Registrar's Office by noon
	12	Wednesday	<b><i>Final grades due in Registrar's Office by noon (with weather days)</i></b>
	20	Thursday	All degree requirements must be completed for December 20, 2007, conferral of degree Conferral of degrees; no Commencement



**Spring Semester 2008**

January	8	Tuesday	Late registration begins - schedule adjustment; see advisor
	9	Wednesday	Day classes begin, 8:15 a.m. Add/drop begins; see advisor
	14	Monday	Evening classes begin, 6:00 p.m.
	15	Tuesday	Late registration ends Add/drop ends
	21	Monday	Martin Luther King's birthday, no classes
	25	Friday	Last day to remove "I" grades from fall 2007
February	4-6	Mon -Wed.	Mardi Gras Break, no classes
	7	Thursday	Classes resume, 8:15 a.m.
March	5	Wednesday	Midterm grades due in Registrar's Office, 2 p.m.
	10	Monday	Spring 2 begins
	12	Wednesday	Last day to withdraw with non-penalty W
	21-28	Fri - Fri	Spring Break (includes Good Friday)
	31	Monday	Classes resume, 6:00 p.m.
April	1	Tuesday	Last day to request pass/fail option
	23	Wednesday	Celebration of Our Learning Day and Honors Convocation (no day or evening classes)
	30	Wednesday	Last day of classes
May	1	Thursday	Study day; final exams begin with evening classes
	2-3	Fri- Sat	Final examinations continue
	5-7	Mon - Wed	Final examinations continue
	9	Friday	Grades for degree candidates due in Registrar's Office by noon
	10	Saturday	Baccalaureate Mass
	11	Sunday	Commencement
	13	Tuesday	Final grades due in Registrar's Office by noon

A course listing and calendar for Summer Sessions will be available at [www.shc.edu/registrar](http://www.shc.edu/registrar) or through the Office of Graduate and Continuing Studies (251) 380-3065.

# Expenses

## TUITION AND FEES FOR CONTINUING STUDIES PROGRAMS

### Regular Continuing Studies & OL Programs

Tuition (per credit hour) .....	\$ 355.00
Comprehensive Fee (per credit hour).....	22.00
Ecclesial Ministry .....	150.00
Experiential Learning (per credit hour for portfolio credit petitioned) .....	75.00
Application Fee (a one-time non-refundable fee) .....	25.00
Late Registration Fee .....	25.00
Course Change Fee (after Drop/Add period).....	10.00
Commencement Fee (mandatory for all graduates including those graduating in absentia) .....	185.00
Certificate Fee .....	90.00
Parking Decal (annually) .....	50.00
Returned Check Fee .....	30.00
Diploma Replacement Fee .....	40.00
Easy Listening Fee (per credit hour) .....	50.00
CEU (per unit) .....	25.00

Specific situations and courses require additional fees, which are indicated on the schedule of classes published by the Office of Continuing Studies.

The College reserves the right to change fees, services, or programs at any time. The tuition rate for the program in which a student is enrolled determines the tuition rate for cross-listed or other special arrangement courses.

## FINANCIAL OBLIGATIONS SPECIFIC TO NON-TRADITIONAL UNDERGRADUATE PROGRAMS

1. Continuing Studies students are responsible for compliance with all general financial obligations as set forth in the General Financial Policy section of this *Bulletin*.
2. Tuition, fees, and required forms (i.e., company reimbursement form, information sheets, enrollment agreement) are due by the first day of class or as required by the mail-in registration procedure. If tuition, fees, and the required forms are not received by the Student Accounts Office on or before registration day, a student's pre-registration may be cancelled. Balances due may be paid by cash, check, MasterCard, Visa, American Express or Discover.
3. Continuing Studies students desiring to pay education expenses in monthly installments should contact the Student Accounts Office of the College or the following company:

Tuition Management Systems  
P. O. Box 842722  
Boston, MA 02284-2722  
Customer Service (1-888-356-0350)  
Internet Site: [www.afford.com/shc](http://www.afford.com/shc)

4. Tuition for the OL program is due at registration for each of the 10-credit-hour trimesters.
5. Refunds are only calculated for total withdrawal from an enrollment period. All non-traditional students must officially withdraw through the Office of Graduate and Continuing Studies. Refunds will be calculated from the first day of class to the last date of attendance for an enrollment period or to the official withdrawal date for an enrollment period as determined by the College. Refunds will be based on the following policies regardless of the reason for the withdrawal.

A. Spring Hill College's Refund Policy:

Students who withdraw from all classes prior to completion of 60 percent of the term will have their tuition, comprehensive fee, room and/or board charges reduced in accordance with the appropriate percentage calculated using the Return of Title IV Funds formula. (i.e., if the student has completed 37% of the term, then tuition, comprehensive fee, room and/or board charges will be reduced by 63%.) The balance of any refund (due to the reduction of charges in accordance with SHC's Refund Policy)—after returning the required amount of the appropriate federal fund(s)—would then be applied to the appropriate institutional aid fund. Should additional funds remain, they will be refunded to the student.

B. Return of Title IV Federal Financial Aid:

When a student withdraws from all classes, Spring Hill College determines if a refund is due and if the student is a Title IV recipient. The amount of earned and unearned federal financial aid funds that the student has received or is eligible to receive is determined in accordance with federal regulations. If the student has completed 60 percent or more of the term, no refund is due. The new law assumes that a student "earns" approved (verified) federal financial aid awards in proportion to the number of days in the term prior to the student's completed withdrawal.

$$\frac{\text{Number of days student completed in the semester}}{\text{Number of days in the semester}} = \frac{\text{Percentage Earned}}{\text{Percentage Earned}}$$

All students who receive Title IV SFA monies through the Financial Aid Office and who withdraw should see the Financial Aid Section of this *Bulletin* for further information concerning the prescribed distribution order of refund monies back to the Title IV SFA programs, other sources of aid, and the student (if any remains).

# Continuing Studies Programs

Continuing Studies (formerly Lifelong Learning) extends Spring Hill College's educational vision to the regional community through programs that respond to the needs of the growing number of adult students. Since its beginning in 1975, the division has provided programs that make it easy for working adults to meet their educational goals.

Bachelor degrees are awarded in general studies, business administration (concentration in management), psychology, organizational leadership, and theology. Associate degrees are available in business, computer information systems, and education. There are also certificate programs in computer information systems, ecclesial ministry, gerontology, and theological studies. These degree and certificate programs can be completed entirely through night and some weekend classes. Business administration majors may pursue concentrations in accounting, computer information systems, economics and finance, international business, and marketing, if they are able to commit to a significant amount of daytime (Monday-Friday) class attendance. In addition, a post-baccalaureate pre-medical studies certificate that requires daytime attendance is available.

## GENERAL ACADEMIC POLICIES

The section on "General Academic Policies" near the front of this *Bulletin* contains several policies and procedures that apply to all Spring Hill students, including the grading system, academic honors, the College's academic dishonesty policy, and policies concerning study at other institutions. These general policies apply to both traditional and continuing studies students, unless specifically overridden within the current section of this *Bulletin*.

## ADMISSION POLICIES

Admission to degree and certificate programs in Continuing Studies is open to: high school graduates with a minimum 2.0 G.P.A.; those who have completed the GED with an average of not less than 450 on the test battery and 410 on area tests; or transfer students in good standing from a regionally accredited institution of higher education.

Unconditional admission usually will be granted to an applicant with a cumulative grade point average of at least 2.5 on a 4-point scale and in good standing from the previous institution of higher education. An applicant who is on probation or who has been dismissed from another institution of higher education will be considered for admission provided that he/she is eligible for readmission to the school which placed the academic sanction. For those not meeting unconditional admission requirements, an admission committee may grant probationary admission. Provisional admission may be granted with a completed application, application fee (waived for electronically submitted applications), and an unofficial transcript from the last college attended showing good standing. Failure to achieve unconditional admission within 90 days following initial registration will

result in withholding future registration until the file is complete. Financial aid is not available with provisional status.

An adult student who wishes to apply as a transient (visiting) student must supply proof of academic good standing from the home institution. All transient and non-degree applicants for summer terms should apply through Continuing Studies.

Non-degree applicants must meet continuing studies admission criteria and supply official copies of all transcripts. Non-degree students may register through continuing studies or, on space available basis, in the traditional day program. The non-degree student who wishes to change to degree status must apply for a continuing studies degree program, petition the Provost and Vice President for Academic Affairs for a change of status, and complete 12 additional semester credits scheduled through continuing studies before taking additional daytime classes. Non-degree students who are not in a specific program are not eligible for financial aid.

Students transferring credit into Spring Hill from other programs must complete at least 25% of their overall degree requirements and 50% of the courses in their majors at Spring Hill. Generally, students may receive transfer credit for courses in which they earned a “C-” or higher taken at regionally accredited degree-granting institutions. For other restrictions on transfer credits, see the section on “Transfer, Portfolio, and CLEP credit.”

### **Classification as a Continuing Studies Student**

An academically qualified student may be classified as a continuing studies student if he/she meets any one of the following criteria:

- 25 years of age; or
- 24 years of age and has not been enrolled as a full-time student during the past 16 months; or
- already holds a baccalaureate degree and seeks additional undergraduate study; or
- has assumed major responsibilities and commitments of adulthood. Evidence of this situation includes independence from parents, family obligations, and/or full-time work experience. Students may be classified as continuing studies students under this last criterion only by approval of the Provost and Vice President for Academic Affairs or her/his designee. Requests for this classification must be made in writing by the student and must provide appropriate documentation to support the request.

An academically qualified student not meeting any of the above criteria may enter one of the certificate programs offered through Continuing Studies; however, such study does not entitle certificate-seeking students otherwise not meeting the classification criteria for continuing studies admission to continue their studies into an associate or baccalaureate program.

Students not meeting the above criteria who wish to pursue evening study may apply for regular admission through the Undergraduate Admission Office. If admitted, they may study under either day or evening/weekend schedules by

paying traditional undergraduate tuition rates. Such students will be classified as traditional students and will be advised through the traditional academic advising system.

### **Application Procedures**

As part of the application process for unconditional admission, a potential student must supply a completed application form with the non-refundable application fee (waived for applications submitted electronically), a personal statement (not required of non-degree applicants), official copies of transcripts from all colleges attended (official high school transcript or GED scores for those who have less than 12 college credits ), and take the English Placement Exam. For evaluation of alternative sources of credit, a potential student must supply official documentation.

### **Readmission**

Continuing studies students who have been absent from the College for one or more years must make formal application for readmission through the Graduate and Continuing Studies Office, and must also submit a transcript of any credits earned since leaving Spring Hill. Refer to policies for Bulletin of Record and Currency of Course Work.

### **Crossover Enrollment**

The following statement clearly defines the “crossover” study opportunities open to continuing studies and traditional day students. Here, “crossover” study refers to a situation in which a continuing studies student studies a course offered through the traditional school schedule or a traditional day student takes a course offered through Continuing Studies.

- A. Continuing studies students desiring to study courses on the traditional school schedule:

As an added opportunity for continuing studies students, upon completing at least twelve semester hours of study in continuing studies course work in evening classes, students may enroll in daytime courses not normally offered in the continuing studies program. The primary purpose for this crossover privilege is to allow continuing studies students to take the specialized courses in a major not offered through Continuing Studies; that is, course work in a non-continuing-studies major, minor, or program elective. Continuing studies students are expected to take their core curriculum and elective course work from the continuing studies schedule. Note: Continuing studies crossover privileges specifically **exclude** the Nursing program.

- B. Traditional students desiring to study courses on the continuing studies schedule:

Traditional students may enroll in any evening section appearing on the Schedule of Courses, subject to the enrollment capacities given. Such enrollment requires no special approval, other than the standard approval of the student’s academic advisor. Traditional students may also enroll, on a space available basis, in fall or spring classes designated for

continuing studies students only, subject to the following conditions:

- i) written approval of the student's academic advisor; and
- ii) written approval of the Dean of Graduate and Continuing Studies.

Approval by the Dean of Graduate and Continuing Studies is not normally granted until the beginning of the term. Traditional students will be allowed to take courses generally restricted to continuing studies students only if that section of the course is necessary to facilitate timely completion of the degree program. Courses in summer terms have no restrictions other than advisor approval. First-year traditional students are strongly discouraged from taking evening classes. If a student takes an evening class as part of his or her standard fall or spring load (up to eighteen semester hours), there will be no additional charge.

## **FINANCIAL AID**

### **Application**

Federal financial assistance is made available each year to many full-time and part-time continuing studies students. Applicants must submit a completed Free Application for Federal Student Aid (FAFSA) to the processor by the March 1st priority date or as soon after being accepted into the program as possible. All students must reapply for assistance each year. Late applicants will be considered for assistance, depending on their determined need and the availability of funds at the time their application process is complete. Receipt of outside scholarships, grants or other financial assistance (VA benefits, vocational rehabilitation, or third party payments) must be reported to the Financial Aid Office.

### **Conditionally Admitted Students**

Students who are admitted into any program of the College on a conditional basis and who are eligible for financial aid may receive aid for one calendar year while conditions are being met. After one calendar year no financial aid will be available until all conditions have been completed and/or removed.

Students admitted on probationary status will also be considered to be on financial aid probation and will be subject to the financial aid probation policy as indicated below.

### **Satisfactory Academic Progress**

All financial aid recipients must maintain satisfactory academic progress and the required cumulative grade point average in order to have their financial assistance renewed each year. Federal and state regulations require that students receiving any federal or state financial assistance must meet satisfactory academic progress requirements. All federal and state aid recipients will have their academic progress reviewed at the end of each academic year. Satisfactory progress requires that students meet both the quantitative (number of hours) and qualitative (grade point average) requirements. The GPA is calculated using only hours attempted at Spring Hill College.

Graduation requirements for undergraduate programs include a minimum of 128 successfully completed semester hours. A student enrolled half-time must

complete the following while maintaining at least a 2.0 cumulative GPA on a 4.0 scale:

- 11 credit hours by the end of the first academic year
- 22 credit hours by the end of the second academic year
- 33 credit hours by the end of the third academic year
- 45 credit hours by the end of the fourth academic year
- 56 credit hours by the end of the fifth academic year
- 67 credit hours by the end of the sixth academic year
- 78 credit hours by the end of the seventh academic year
- 90 credit hours by the end of the eighth academic year
- 101 credit hours by the end of the ninth academic year
- 112 credit hours by the end of the tenth academic year
- 123 credit hours by the end of the eleventh academic year

Credit hours enrolled includes those hours for which the student is enrolled on the day after drop/add for each semester, regardless of whether or not the student completes those hours. It also includes courses repeated, course incompletes, failures and withdrawals. Hours transferred to Spring Hill College and hours enrolled in the summer will be included in the cumulative credit hour total. Students receiving financial aid who find it necessary to drop a class must check with the Financial Aid Office before officially withdrawing from the course.

### **Financial Aid Probation**

Students not meeting satisfactory progress requirements will be placed on financial aid probation and notified by the Financial Aid Office. Students placed on financial aid probation will be referred to the Office of Student Academic Services for tutoring or counseling assistance. Financial aid probation will be for one semester. The continuing studies student on financial aid probation must complete at Spring Hill College a minimum of six hours per semester with at least a 2.0 cumulative grade point average. The status will be reviewed at the end of each semester. Federal, state and institutional assistance will be continued the following semester only if these requirements are met.

### **Financial Aid Suspension**

Any student on financial aid probation who fails to meet the semester requirements will be placed on financial aid suspension. A student on financial aid suspension for the first time at Spring Hill College may appeal this decision once in writing if the student feels there were mitigating circumstances (extreme illness, death of a family member, etc.). The appeal will be reviewed by the Financial Aid Committee. Any student who is granted extended financial aid probation must meet the semester requirements as outlined for students on financial aid probation. Failure to meet all requirements results in financial aid suspension without appeal.

Any student on financial aid suspension must complete at Spring Hill College 12 semester hours for full-time students or 6 for half-time students with a 2.0 or better GPA before the student can be placed on extended financial aid probation. In order to have his or her financial aid reinstated, the student must request it and give proof that requirements have been met.



The student will be given detailed semester requirements for continuation of assistance and the requirements needed to again be considered making satisfactory progress. Any student granted the status of extended financial aid probation after having been on financial aid suspension must meet the appropriate semester requirements (both hours and the 2.0 cumulative grade point average) in order to have his or her financial aid continued for the following semester. Students on extended financial aid probation (after having been on financial aid suspension) failing to achieve the required semester hours and the 2.0 cumulative GPA will be placed on financial aid suspension without appeal and will not be allowed to receive federal, state or institutional assistance again at Spring Hill College.

Any student placed on academic suspension will also be considered to be on financial aid suspension.

### **Alternative Financing for Educational Programs**

In addition to state and federal financial assistance, there are other resource opportunities available.

**Tuition Payment Plan** - The College participates in a tuition payment plan through Tuition Management Systems. The Business Office will provide details.

**Corporate Tuition Plan** - This plan is an agreement between employer and employee. Students need to consult their human resource manager for more details. Many companies provide assistance for employees to study at Spring Hill College.

**American Express, Discover, MasterCard or Visa** - These credit cards may be used.

## **REGISTRATION PROCEDURES**

Registration for each term will take place in BadgerWeb and according to the continuing studies calendar published in this *Bulletin* and in the schedule of courses available through the Office of Graduate and Continuing Studies. Students should follow registration instructions published on the College's website and provided by the Office of Graduate and Continuing Studies.

Advising for all students is required in person or by phone, fax, or mail prior to registration for each term. Before late registration ends, it is the student's responsibility to make certain that his/her official registration accurately reflects only those courses for which he/she plans to enroll for the term. Students not finalizing registration within the designated dates are subject to a late registration fee. Failure to make payment by the specified date will result in cancellation of the registration and will necessitate re-registering during the late registration period. Questions regarding registration procedures should be addressed to the Office of Graduate and Continuing Studies.

## **PROGRAMS OF STUDY**

Requirements for the various degrees and certificate programs available through Continuing Studies are given in the following section.

Checklists of degree and certificate requirements as presented are to be considered generally binding but not totally inflexible. A student may request

modifications in requirements according to particular plans and interests, but such variations must be approved by the appropriate departments and the Provost and Vice President for Academic Affairs.

From time to time it is necessary to change requirements in various curricula. New requirements become effective at the time of their publication in the *Bulletin of Information* and are not retroactive. A student may voluntarily follow the changed curricula but is then committed to all related changes.

It is the responsibility of the student to know and satisfy the degree requirements of the academic program. The General Academic Policy section of the College *Bulletin* applies to all continuing studies students. Students should familiarize themselves with these policies.

### **English Assessment**

All continuing studies students must take a placement test in English. Regardless of previous college course work, students who do not demonstrate the appropriate level of mastery of English will be required to successfully complete ENG 011 English Grammar and Composition or WRI 275 Intermediate Writing. These courses do not fulfill core curriculum requirements. Students do, however, receive elective credit for ENG 011 and WRI 275.

### **Transfer, Portfolio, and CLEP Credit**

Up to ninety-six semester hours can be transferred for course work completed at four-year colleges or universities. Transfer credit from an accredited junior or community college is limited to a maximum of sixty-four semester hours. The College reserves the right to accept or reject as direct transfer credit those courses taken at a junior or community college that are upper-division courses at Spring Hill, although such course work may be considered for general elective credit.

Regardless of the amount of credit transferred to Spring Hill College from other institutions, at least 25 percent of the course work applied toward meeting the minimum graduation requirement must be taken at Spring Hill College. (See sections on Residency Requirement and Currency of Course Work.) Up to thirty semester hours (may vary by program or degree) can be earned through College Level Examination Program (CLEP) or DANTES Subject Standardized Tests.

After completing twelve semester hours of course work at Spring Hill, a student may submit a portfolio which documents college-level learning acquired through life experience. A student can receive up to thirty semester hours of credit for prior experiential learning. (Detailed information about this process can be found in the *Prior Learning Assessment Student Handbook* available in the Graduate and Continuing Studies Office.)

Credit is awarded for length of military service (see the Veterans section of this *Bulletin*). In addition, credit can be given for specific courses and training taken in the military at the discretion of the College using the recommendations of the American Council of Education as set forth in its *Guide to the Evaluation of Educational Experiences in the Armed Services*.

Credit can be given for appropriate formal non-collegiate educational training at the discretion of the College using the recommendations of the Ameri-

can Council of Education as set forth in its *National Guide to Credit Recommendations for Non-Collegiate Learning*.

The maximum credit awarded from all sources other than transfer credit from another institution of higher education will be forty-five semester hours. For the accelerated degree completion program, the Bachelor of Arts in Organizational Leadership, the maximum credit awarded is twenty-eight hours.

Continuing Studies offers a course, SAS 320 Career Assessment and Portfolio Development, to assist in the preparation of the portfolio. (See course description under “Student Academic Services” in the Interdisciplinary and Other Programs section of this *Bulletin*.)

## COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Subject examination scores will be accepted as follows:

- a) General examination scores will be accepted for up to thirty semester hours of academic credit, with scores of 50 or above being accepted automatically.
- b) Subject examination scores will be accepted for credit in specific subjects corresponding to semester or full-year courses. Scores of 50 or above are accepted.

The following chart outlines the basic acceptance guidelines for CLEP examinations:

### CLEP General Examinations

<u>CLEP General Exam</u>	<u>Minimum Score</u>	<u>SHC Equivalent</u>	<u>Semester Hours</u>
English Composition	50	General Elective	3
English Comp with Essay	50	General Elective	3
Humanities	50	ART	3
Natural Sciences	50	Science Course	3
Social Sciences & History	50	General Elective	3

### CLEP Subject Examinations

<u>CLEP Subject Exam</u>	<u>Minimum Score</u>	<u>SHC Equivalent</u>	<u>Semester Hours</u>
Accounting, Principles of	50	ACC 201	3
Algebra, College	50	MTH 010	3
Algebra/Trigonometry, College	50	MTH 111	3
American Government	50	POL 112	3
American Literature	50	ENG 24X	3
Analyzing & Interpreting Lit	50	ENG 24X	3
Business Law, Introductory	50	BUS 301	3
Calculus with Elementary Func	50	MTH 121 & 122	8
Educational Psycho, Intro to	50	General Elective	3
English Literature	50	ENG 24X	3
French Language, College-Level*	50	FRE 101-102	6

### CLEP Subject Examinations (continued)

<u>CLEP Subject Exam</u>	<u>Minimum Score</u>	<u>SHC Equivalent</u>	<u>Semester Hours</u>
Freshman College Composition	50	ENG 121	3
General Biology	50	BIO General Elective	3
General Chemistry	50	CHM 111 & 113 or General Science	3-4
German Language, College-Level*	50	GER 101 & 102	6
History of U.S. I**	65	HIS 103	3
History of U.S. II**	65	HIS 104	3
Human Growth & Development	50	PSY 304	3
Information Systems	50	CIS 381	3
Macroeconomics, Principles of	50	ECO 101	3
Management, Principles of	50	MGT 301	3
Marketing, Principles of	50	MKT 311	3
Microeconomics, Principles of	50	ECO 102	3
Psychology, Introductory	50	PSY 101	3
Sociology, Introductory	50	SOC 101	3
Spanish Language, College-Level*	50	SPA 101,102	6
Western Civilization I**	65	HIS 101	3
Western Civilization II**	65	HIS 102	3

\*See Foreign Language section of *Bulletin*.

\*\* See History section of *Bulletin*.

### DANTES

The following standardized DANTES (Defense Activity for Non-Traditional Education Support) tests will be accepted for credit at Spring Hill College for continuing studies students only. The name of the test, the minimum score required to earn credits, and the credits given are listed below.

#### DANTES Examinations

<u>Test Title</u>	<u>Min. Score</u>	<u>Sem. Hours</u>	<u>Substitutes For</u>
Art of the Western World	53	3	ARH 299, Special Topics in Art History Can use for core <u>OR</u> Gen Elective
Astronomy	52	3	PHY 115, Intro to Astronomy Can use for core <u>OR</u> Gen Elective
Business, Introduction to	54	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Business Law	53	3	BUS 302, Business Law II Can use <u>ONLY</u> for Gen Elective
Civil War and Reconstruction	52	3	HIS 344, Civil War & Reconstruction Can use <u>ONLY</u> for Gen Elective

**DANTES Examinations (continued)**

<u>Test Title</u>	<u>Min. Score</u>	<u>Sem. Hours</u>	<u>Substitutes For</u>
Computing, Introduction to	51	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Counseling, Fundamentals of	48	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Criminal Justice	54	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Education, Foundations of	50	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Environment & Humanity, the Race to Save the Planet	53	3	BIO 110, Environmental Biology Can use for core <u>OR</u> Gen Elective
Ethics in America	50	3	PHL 210, Ethics Can use for core <u>OR</u> Gen Elective
Finance, Principles of	53	3	FIN 301, Financial Management Can use for program <u>OR</u> Gen Elective
Financial Accounting, Principles of	52	3	ACC 201, Accounting I, Principles Can use for program <u>OR</u> Gen Elective If score is high enough, may be used for both ACC 201 and 202
Geography, Human/Cultural	54	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Geology, Physical	53	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
History of the Vietnam War	51	3	HIS 497, Special Topics Can be used <u>ONLY</u> for Gen Elective
Human Resources Management	53	3	MGT 421, Hum. Resources Mgmt. Can use for program <u>OR</u> Gen Elective
Management Information System	50	3	CIS 381, Information Systems Can use for program <u>OR</u> Gen Elective
Modern Middle East, Intro to	51	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Money & Banking	54	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Organizational Behavior	52	3	MGT 320, Org. Theory & Behavior Can use for program <u>OR</u> Gen Elective
Personal Finance	51	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Physical Science I, Principles of	52	3	PHY 114, Principles of Physics Can use for core <u>OR</u> Gen Elective
Psychology, Lifespan Developmental	51	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Rise and Fall of the Soviet Union	50	3	HIS 497, Special Topics Can be used <u>ONLY</u> for Gen Elective

### DANTES Examinations (continued)

<u>Test Title</u>	<u>Min. Score</u>	<u>Sem. Hours</u>	<u>Substitutes For</u>
Supervision, Principles of	49	3	MGT 301, Management Principles Can use for program <u>OR</u> Gen Elective
Technical Writing	50	3	No SHC equivalent Can use <u>ONLY</u> for Gen Elective
Western Europe, Contemporary	52	3	HIS 322, Europe since 1945 Can use <u>ONLY</u> for Gen Elective
World Religions, Introduction to	52	3	THL 261, World Religions Can use for core <u>OR</u> Gen Elective

Information about DANTES Testing is available at: <http://www.chauncey.com>. This includes information about practice tests, study guides, etc.

### EASY LISTENING

“Easy Listening” allows participants to attend a regularly scheduled lecture course through Continuing Studies as a first-time experience, for professional development or for personal enrichment. Enrollment is on a space-available basis. The fee is \$50 per semester credit. No transcript record will be kept. However, a certificate of continuing education units (CEUs) is available for an additional \$25 per unit.

### CORE CURRICULUM FOR TWO- AND FOUR-YEAR DEGREES

All degree candidates at Spring Hill College are required to study the core curriculum (see the Core Curriculum section of this *Bulletin*). Some majors require additional discipline-specific course work in the lower-division and students must attain a grade of C- or better in these courses. For additional information about transfer, residency, and GPA standards, see the Admission and General Academic Policy sections of this *Bulletin*.

### CROSS-CURRICULAR REQUIREMENTS

All baccalaureate degree candidates in Continuing Studies must pass a cultural diversity course (designated D) and at least three writing-enriched courses (designated W) beyond the required four English courses. At least one writing course must be in the major. See the traditional undergraduate programs of study section of this *Bulletin* for specific requirements.

## Bachelor of Science in General Studies

**Program Director: George B. Gilmore, Ph.D.**

The general studies curriculum is a flexible, individualized program of studies. Its basic advantage is that the adult learner has the opportunity to design a course of study that is best suited to individual needs and interests.

The program is divided into two parts of roughly equal credit-hour requirements. The first part of the program consists of sixty hours of basic core require-

ments. An additional six semester hours of credit is required in professional studies, chosen from lower- or upper-level education, communication arts, or business courses.

The second part of the general studies degree consists of sixty-two semester hours of electives of which at least thirty semester hours must be taken at the upper-level with a grade of C- or higher; a minimum of half of this thirty-hour requirement must be completed at Spring Hill. While a C- in one of these courses will be accepted as a passing grade, all students must attain a cumulative GPA of 2.0, both overall and in the major, in order to graduate. General studies students must fulfill a comprehensive experience requirement by completing either GST 499, PSY 385, HUM 460, LDR 490, BUS 499 or another approved form of comprehensive experience. Although the general studies degree is characterized by a great deal of flexibility, this degree is intended to have a focus which will be displayed in the comprehensive experience. Students must consult with the advisor in selecting course work for the Bachelor of Science in General Studies in order to achieve as much curricular coherence and consistency as possible. A minor is recommended for general studies students to give focus for electives. Minors available are: Computer Information Systems, Organizational Leadership, Psychology, and Business Administration.

A modification of the general studies program allows students with diplomas in nursing to receive forty-eight semester hours credit for college-affiliated course work completed for this diploma. The remaining requirements for diploma nurses pursuing the B.S. in General Studies are as follows:

4 courses in English	1 course in mathematics
1 course in fine arts	2 courses in social science
2 courses in history	2 courses in foreign language
3 courses in philosophy	1 course in speech
2 courses in theology	
30 hours of electives of which 15 to 18 hours must be at the upper-level	

To be eligible for this option, students must submit certification of having passed the State Board Examination in nursing and transcripts from the school of nursing in addition to documents required of all students.

**GST 499. Senior Seminar (1-3)** A capstone, integrating experience intended primarily for the general studies major whose program of study is not heavily focused on either business or psychology. Topics will vary depending on the interests of the students and the instructor. The course will be taught either on a tutorial or seminar basis.

## **Bachelor of Science in Business Administration**

**Program Director: Glenda A. Partridge, M.B.A.; D.B.A. Candidate**

The Bachelor of Science degree in business administration is available for those adult learners who wish to complete a more traditional degree from the professional area of the College's curriculum. In addition to the College core curriculum, business administration students must complete a set of lower-division

requirements, a set of upper-division requirements, and an area of concentration. Please see the business administration section of this *Bulletin* for course descriptions and prerequisites.

**LOWER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101	Principles of Macroeconomics	3
ECO 102	Principles of Microeconomics	3
CIS 115	Applications in Computer Information Systems	3
ACC 201 & 202	Principles of Accounting I and II	6
BUS 263 & BUS 264	Business Statistics and Management Science	6
MTH 140 or 121	Calculus with Business Applications or Calculus I	3-4
BUS 210	Business Communication	3

**UPPER-DIVISION**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 301	Business Law I	3
MGT 301	Management Principles	3
MKT 311	Marketing Principles	3
FIN 301	Financial Management	3
ACC/CIS 381	Information Systems	3
BUS 320	International Business	3
BUS 499	Business Strategy and Policy (comprehensive experience)	3

**Social Sciences:**

One non-economics social science course must be taken from a discipline among sociology, political science, or psychology.

**Mathematics:**

MTH 111 Precalculus should be taken to meet core requirements. If a sufficiently high score on the college mathematics placement examination is achieved, MTH 140 or 121 can be used to satisfy the core requirement.

**Comprehensive Experience:**

All Spring Hill College students are required to have some synthesizing experience in their major field. To fulfill this requirement, all undergraduate business students take BUS 499 Business Strategy and Policy for their comprehensive experience.

**Senior Examination:**

All business majors must satisfactorily complete a national business exam during their senior year (standard for passing to be set by the faculty). Students with unsatisfactory grades on this exam, which is part of the comprehensive experience for each student, may be required to repeat foundation classes or to undertake additional study on key topics.



**Grade Requirements:**

A grade of C- or better is required in all business courses in order to have the course counted as part of the lower-level, upper-level, or concentration requirements. A student receiving a grade below C- in any of these courses must repeat the course until the required grade is achieved. This requirement also applies to business courses fulfilling college core requirements (CIS 115, ECO 101, MTH 140).

**Writing Enhanced Courses:**

Students can expect extensive writing assignments in essentially all upper-division business courses and in some lower-division business courses. Assignments will be evaluated not only on subject content but on grammar and style as well. Five courses are specifically designated as “Writing Enhanced” (designated by “W” after the course title in the course description list) in accordance with the College’s Writing Across the Curriculum initiative. These courses are BUS 210 Business Communication, BUS 499 Business Strategy and Policy, BUS 320 International Business, ECO 321 Money and Capital Markets, and CIS 403 Operating Systems.

**Oral Communication Competency:**

All students must show competency in oral communication. A student must document such competency by making a grade of C- or better in BUS 210 Business Communication.

**CONCENTRATION REQUIREMENTS**

Concentrations are available in the areas of accounting, economics and finance, computer information systems, international business, marketing, and management. The management concentration is the only concentration that can be completed with course offerings in the evening, on Saturday, or during weekend class hours. Requirements for completion of concentrations in accounting, computer information systems, economics and finance, international business, and marketing are shown in the traditional undergraduate section of this *Bulletin*. Business administration majors may pursue concentrations in accounting, computer information systems, economics and finance, international business, and marketing **if they are able to commit to a significant amount of daytime class attendance**. Requirements for completion of the management concentration are listed below; and, to reiterate, all of these courses for the management concentration will be offered in the evenings, on Saturdays, or during weekend hours.

**Concentration in Management**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
MGT 320	Organizational Theory and Behavior	3
MGT 380	Production and Operations Management	3
MGT 421	Human Resources Management	3
Two MGT electives, or other related upper-division business courses upon approval of the division chair of business.		6

## **Bachelor of Science in Psychology**

**Program Director: Royce G. Simpson, Ph.D.**

Psychology majors must take the following lower-division courses in addition to the core curriculum. Six of these additional semester hours are in place of the six hours of social sciences required under the core curriculum. Please see the Psychology section of this *Bulletin* for course descriptions and prerequisites.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PSY 101	General Psychology	3
PSY 263	Statistics for the Social Sciences	3
POL 112	American Democracy and Citizenship	3
SOC 101	Introduction to Sociology	3
ECO 101	Principles of Macroeconomics	3

The following upper-level courses are required for the psychology degree:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
PSY 351	Descriptive Research Methods	3
PSY 352	Experimental Research Methods	3
PSY 468	History and Systems	3
PSY 491	Senior Seminar	3
PSY upper-division electives		12
Upper-division program electives		6

The remaining 29 semester hours required for the degree in psychology may be selected by the adult learner based on individual interest.

## **Bachelor of Arts in Theology**

**Program Director: Christopher J. Viscardi, S.J.**

In addition to the basic requirements of the core curriculum, theology majors must take three hours of speech (or demonstrate and document speech competency), an additional three hours of history, and thirty semester hours of theology, which include the nine hours required in the core curriculum. The thirty hours must include two courses in the biblical category, two in moral, two in historical, one in systematic and one in pastoral (as indicated in the course descriptions in the Theology section of this *Bulletin*). At least eighteen hours must be upper-division (300 and above), including 2 sections of THL 490 or 495 and the senior seminar, THL 496. In addition, there are twelve hours of upper-division program electives (300 and above), which are to be chosen with the guidance and approval of the academic advisor; these courses are normally chosen from the humanities and social sciences divisions, with no more than three hours in theology. Majors who have completed the C.T.S. (Certificate of Theological Studies), C.E.M. (Certificate of Ecclesial Ministry), or the T.I.P.S. program are

not required to take THL 101. With the approval of the chair of theology, majors may take selected M.T.S. (Master of Theological Studies) courses for undergraduate credit. All courses of the major must have a grade of at least C- and a cumulative average of at least C (2.0).

The comprehensive experience for theology majors is provided by THL 496, which consists of a major research paper (20-30 pages long) to be done in the senior year, either in conjunction with a course or as an independent study. The paper will be read by two faculty (the project director and a secondary reader), and presented by the student in a public forum. The remaining semester hours required for the theology degree are selected according to individual interests. Please see the Theology section of this *Bulletin* for course descriptions and prerequisites.

## **Bachelor of Arts in Organizational Leadership**

**Program Director: Melvin J. Brandon, Ph.D.**

The B.A. in Organizational Leadership is for the highly motivated, highly capable student who either is or intends to be a leader. This degree is designed to impart the knowledge and the skills needed to be more effective leaders in any type of organization, including both large and small businesses, government agencies, churches, and not-for-profit organizations. Through a combination of theory and skill-building practice, students gain the knowledge and confidence to be better team players and team leaders within diverse environments. The program uses a holistic approach, with attention paid to the scientific, psychological, social, ethical, and spiritual dimensions of leadership. Additionally, students will enhance their communication skills, since the ability to communicate with others is so vital to effective leadership. Part of the mission of Spring Hill College is to prepare “students to become responsible leaders in service to others.” This program adopts “service to others” as a central part of what the degree is about.

The B.A. in Organizational Leadership is a special adult program with many courses offered in an intense, accelerated format. Students seeking to accelerate their degree program may register for two 7-week courses, 1-2 hours of workshop credits, plus one additional semester-long course during a term. Students are advised to take no more than 10 semester hours during any one term. Students in this program will be required to undertake substantial amounts of reading and writing on a weekly basis. Students who are not able to devote at least 15 hours per week to class preparation should not attempt accelerated courses.

Prior to beginning the accelerated portion of the Organizational Leadership degree completion program, students must earn at least 60 hours of college credit, either through transfer, portfolio, or study at Spring Hill. Total semester hours must be 128 or greater. Students must complete three components: a 36 semester-hour core curriculum, 37 semester hours of the Organizational Leadership major, and 55 hours of general electives. General electives may be fulfilled through transfer credits, credits earned through continuing studies courses, or up to 28

semester hours of credit earned through alternative sources such as CLEP or portfolio for experiential learning. See “Transfer, Portfolio, and CLEP Credit” in the continuing studies section of this *Bulletin* for more details.

### Requirements for the major

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 230*	Literature, Leadership, and Writing	3
LDR 301	Communication and Technology Workshop	1
LDR 310*	Work, Motivation, and Leadership	3
LDR 320	Leadership Theories and Applications	3
LDR 350 <i>or</i>	Leadership in Historical Perspective <i>or</i>	
LDR 495*	Special Topics in Leadership (repeatable)	3
LDR 400* <i>or</i>	Small Group Leadership <i>or</i>	
LDR 495*	Special Topics in Leadership (repeatable)	3
LDR 410*	Managing Diversity in the Workplace	3
LDR 420*	Conflict Management and Resolution	3
LDR 450*	Management for Performance Excellence	3
PHL 313*	Business Ethics	3
THL 355*	Religious Values in Leadership	3
LDR 490**	Senior Seminar in Leadership	3

<u>Course</u>	<u>Title</u>	<u>Hours</u>
Choose 2 courses from the following. Please see the appropriate program for course descriptions and prerequisites.		6

BUS 301	Business Law I (3)
BUS 320	International Business (3)
HUM 460*	Multicultural Environments (3)
LDR 495*	Special Topics in Leadership (repeatable) (3)
MGT 301	Management Principles (3)
MGT 320*** <i>or</i>	Organizational Theory and Behavior (3) <i>or</i>
PSY 330*** <i>or</i>	Industrial/Organizational Psychology (3) <i>or</i>
LDR 360***	Organizational Behavior and Leadership (3)
MGT 421	Human Resources Management (3)
MGT 423	Labor Relations (3)
PSY 300	Social Psychology (3)
PSY 320	Personality Theories (3)
PSY 340	Humanistic Psychology (3)

\* Generally offered in 7-week format.

\*\* Generally offered in 7-week format; course serves as the comprehensive experience for the major.

\*\*\* Only one of these courses will be applied toward degree

Note: Students will not be allowed to enroll for two 7-week courses at the same time except with special permission of either the Dean of Graduate and Continuing Studies or the Organizational Leadership Program Director.

### Core Curriculum Requirements

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 121	Composition I (and Introduction to Literature)	3
ENG 123	Composition II (and Introduction to Modern Literature)	3
HIS 101	Western Civilization to 1648	3
PHL 101	Introductory Logic	3
THL 101	Western Religious Heritage	3
CIS 115	Applications in Computer Information Systems	3
PSY 101	General Psychology	3
MTH	Mathematics (non-developmental)	3
	Science (with lab component)	3
	Fine Arts	3
ENG or HIS	Additional English or History	3

### Recommended Minor

We strongly encourage any student in the Organizational Leadership program to seek a minor. Two minors that are especially well suited to this program are Psychology and Business Administration. See the appropriate sections of this *Bulletin* for details.

### Admission into the Major

Students must complete at least 60 semester hours of course work (transfer and/or at SHC) before beginning the program, including: ENG 121, ENG 123, PHL 101, THL 101, and at least one half (18 hours) of all core curriculum requirements.

### Attendance Policy

Because of the concentrated nature of 7-week courses, attendance at all sessions is extremely important. Students who miss more than 2 classes in any one 7-week course may be assigned a grade of WP or WF by the instructor. Students who miss more than 3 classes in consecutive 7-week courses may not continue registration in an accelerated program. Instructors are expected to report absences to the Dean of Graduate and Continuing Studies so other instructors can know the attendance status of students. We strongly discourage students who cannot meet this attendance policy from attempting to earn a degree through an accelerated program. Instead, such students should consider enrolling for a General Studies or other evening degree that does not meet in an accelerated framework.

### COURSE DESCRIPTIONS—Organizational Leadership

**ENG 230. Literature, Leadership, and Writing (3)** This course will explore issues of leadership as they are articulated in imaginative literature. As an integral part of the course students will write themes that demonstrate their abilities to locate a defensible thesis and defend this thesis through a close reading of a literary text. In addition to honing the writing skills necessary for successful college-level writing, students will learn how to examine an argument and to

verify differing approaches to a text through a careful analysis of a work of imaginative literature. Although the specific skills in this course will be pointed toward imaginative writing, they are skills that are readily transferable to the other kinds of readings and courses in the entire program. Prerequisite: ENG 123 plus satisfactory completion of any developmental courses (ENG 011 or WRI 275, if required.)

**LDR 301. Communication and Technology Workshop (1)** This course will examine the process of planning, organizing, developing and delivering an effective presentation. The general concepts involved in presentations will be explored. In particular, technology enhancements and tools for presentations will be explored, using Microsoft PowerPoint as an example. Pre/corequisite: ENG 230.

**LDR 310. Work, Motivation, and Leadership (3)** This highly interdisciplinary course deals with the problems, purpose, and function of work in our daily lives, especially as they affect our character development and define us as human beings. Given the profound effects of work on our total development and happiness, it is crucial to examine critically what we choose to do and, therefore, become. Pre- or co-requisite: ENG 230.

**LDR 320. Leadership Theories and Applications (3)** This course presents an overview of the field of leadership with application to business and other organizations. Emphasis will be on critical evaluation of various types of leadership.

**LDR 350. Leadership in Historical Perspective (3)** Historical development of the leadership of complex organizations is traced through an interdisciplinary approach drawing on leadership theory and historical studies of complex organizations. Emphasis is on the Industrial Revolution and the Progressive Era. Prerequisites: ENG 230, and LDR 310 or LDR 320.

**LDR 360. Organizational Behavior and Leadership (3)** An examination of individual and group behavior in organizations. Topics include: forming work groups, group dynamics, group cohesion, differentiation and effectiveness, morale, situational factors in the working environment, concepts of motivation and leadership, and managing group processes. Emphasis is placed on development of decision-making strategies and determination of which tasks are best handled by groups or individuals. Prerequisites: ENG 230, and LDR 310 or LDR 320.

**LDR 400. Small Group Leadership (3)** An examination of the dynamics of leadership and group decision-making. The course takes a balanced approach that blends theory, research, and practice. Prerequisites: ENG 230, and LDR 310 or LDR 320.

**LDR 410. Managing Diversity in the Workplace (3)** This course examines management and leadership issues arising from both demographic and legal trends in increasing workplace diversity. Students examine the implications of workplaces characterized by differences in gender, ethnicity, cultural heritage, and lifestyle. Prerequisites: ENG 230, and LDR 310 or LDR 320.

**LDR 420. Conflict Management and Resolution (3)** A study of various methods of conflict resolution at different organizational levels. The course deals with causes of conflict and the process of conflict management and resolution. Different negotiating techniques and approaches to bargaining will be explored through a series of case studies. Prerequisites: ENG 230, and LDR 310 or LDR 320.

**LDR 450. Management for Performance Excellence (3)** Drawing on the work of Juran, Deming, Crosby, and other writers and practitioners, students develop an

awareness and working knowledge of how to design, implement, and monitor a Performance Excellence process in an organization. Prerequisites: LDR 310 and LDR 320 plus 9 hours of additional LDR, MGT, or upper-level PSY courses.

**LDR 490. Senior Seminar in Leadership (3)** An integrative course dealing with topics areas covered in the previous courses. The course utilizes a holistic approach to better explore the linkages of spiritual, psychological, ethical, legal, historical, and social dimensions of leadership. Prerequisites: LDR 310 and LDR 320 plus 12 hours of additional LDR, MGT, or upper-level PSY courses.

**LDR 495. Special Topics in Leadership (1-3)** Special study and investigation of a specific area of leadership. Content depends on the needs of students and the interests of the faculty.

**PHL 313. Business Ethics (3)** An examination of major ethical theories and their application to professional problems and conduct of persons engaged in business and management. Prerequisites: PHL 101 and junior standing.

**THL 355. Religious Values in Leadership (3)** This course reviews the values inherent in religious activities and assesses their role in different forms of leadership. Values discussed include respect and reverence for the other, love, truth, faith, service, and health. Both personal and social aspects of religious values are covered. Prerequisites: THL 101 and junior standing.

### Minor in Organizational Leadership

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ENG 230*	Literature, Leadership, and Writing	3
LDR 320	Leadership Theories and Applications	3
PSY 101	General Psychology	3
<i>At least 4 of the following courses:</i>		12
LDR 310*	Work, Motivation, and Leadership (3)	
LDR 350	Leadership in Historical Perspective (3)	
LDR 400*	Small Group Leadership (3)	
LDR 410*	Managing Diversity in the Workplace (3)	
LDR 420*	Conflict Management and Resolution (3)	
MGT 301 <i>or</i>	Management Principles (3) <i>or</i>	
PSY 300	Social Psychology (3)	
MGT 320 <i>or</i>	Organizational Theory and Behavior (3) <i>or</i>	
PSY 330 <i>or</i>	Industrial/Organizational Psychology (3) <i>or</i>	
LDR 360	Organizational Behavior and Leadership (3)	
<i>And one of the following:</i>		3
PHL 313*	Business Ethics (3)	
THL 355*	Religious Values in Leadership (3)	
LDR 450*	Management for Performance Excellence (3)	
LDR 490*	Senior Seminar in Leadership (3)	

LDR 450 or LDR 490 satisfies comprehensive experience requirement.

\* Generally offered in 7-week format.

Note: Students will not be allowed to enroll for two 7-week courses at the same time except with special permission of either the Dean of Graduate and Continuing Studies or the Organizational Leadership Program Director.

ASSOCIATE DEGREES

Students working toward their associate degree must complete at least fifty percent of the course work required in their major at Spring Hill College. Students transferring less than thirty semester hours are limited to six semester hours of transfer credit after matriculation. Those with thirty or more hours must complete the remainder of their program of study at Spring Hill College.

COLLEGE CORE REQUIREMENTS

The following courses are required for all associate degree programs. Please see traditional program sections for course descriptions.

<u>Courses</u>	<u>Hours</u>
English (ENG 121 and 123)	6
Philosophy (PHL 101 and 2xx)	6
Theology (THL 101 and 2xx)	6
Social Science	3
Mathematics	3
Science	3
History	3
<u>Fine Arts</u>	<u>3</u>
<b>Core Total</b>	<b>33</b>

Associate of Science In Business

Program Director: Glenda A. Partridge, M.B.A., D.B.A. Candidate

In addition to the core curriculum for two-year degrees, the student must complete the following courses for the A.S. in Business:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ECO 101, 102	Principles of Macroeconomics/Microeconomics	6
ACC 201, 202	Principles of Accounting I, II	6
BUS 263	Business Statistics	3
CIS 115	Applications in Computer Information Systems	3
BUS 210	Business Communication	3
MGT 301	Management Principles	3
<i>Any 3 of the following:</i>		9
BUS 264	Management Science (3)	
BUS 301	Business Law I (3)	
BUS 320	International Business (3)	
MGT 320	Organizational Theory and Behavior (3)	
MGT 380	Production and Operations Management (3)	
MGT 421	Human Resources Management (3)	
MKT 311	Marketing Principles (3)	
CIS 381	Information Systems (3)	
FIN 301	Financial Management (3)	
ACC 331	Management Cost Analysis (3)	
MKT 340	International Marketing (3)	



## Associate of Science in Computer Information Systems

**Program Director: Glenda A. Partridge, M.B.A., D.B.A. Candidate**

Requirements for the A.S. in Computer Information Systems are the same as those for the A.S. in Business except that instead of nine semester hours of business electives the student must take the following courses:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CIS 221	Introduction to Object-Oriented Programming	3
CIS 381	Information Systems	3
CIS 3xx-4xx	Any CIS course	3

For descriptions of business and information systems courses, see the Division of Business section of this *Bulletin*.

## Associate of Science in Education

**PROGRAM DIRECTOR: Ann A. Adams, Ed.D.**

The 66-credit Associate of Science in Education provides a foundation in general education along with a pre-professional education component. The Associate of Science degree fulfills the requirements under P.L. 107-110 (H.R.I.) Title 1, 1119, Qualifications for Paraprofessionals. The program is offered in evening courses during the academic year or day and evening courses during the summer sessions. Students must meet the Continuing Studies admission standards as described in this *Bulletin*. This program is not available to traditional teacher education students. Completion of the Associate of Science in Education program does not guarantee admission to a teacher education program. (See "Admission Requirements" in the Teacher Education section of this *Bulletin* for information on formal admission to a teacher education program.) Courses in which grades C- or better were earned may be applied toward the Bachelor of Science degree for those students accepted into the teacher education program.

The student must complete the Associate of Science core with the exception of Fine Arts. In addition, the student will complete the following courses:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
Social Science (different discipline from core)		3
HIS 104	United States Since 1876	3
Mathematics		6
Science		6
EDU 131	Human Development	3
EDU 260	Principles of Educational Psychology	3
EDU 270	Art for Children	3
EDU 271	Music for Children	3
EDU 280	Literature/Creative Drama for Children	3

## CERTIFICATE PROGRAMS

### Computer Information Systems

**Contact:** Glenda A. Partridge, M.B.A., D.B.A. Candidate

The certificate program in computer information systems meets the growing job market. Presumably participants would already possess the basic analytical skills to enter the profession. Each course typically meets two evenings per week, allowing participants to complete the 18-semester-hour program in one year. CIS 484 Systems Analysis and Design serves as the comprehensive experience for the program. All courses required for certification must be taken at Spring Hill College. To be eligible for certification, a student must maintain a B- or higher average in the computer courses.

The required courses are:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
CIS 115	Applications in Computer Information Systems	3
CIS 221	Introduction to Object-Oriented Programming	3
MGT 301	Management Principles	3
CIS 381	Information Systems	3
CIS 484	Systems Analysis and Design	3
<i>and one of the following courses:</i>		3
CIS 382	Database Management Systems (3)	
CIS 403	Operating Systems (3)	
CIS 486	Digital Communications & Networks (3)	

For descriptions of business and information systems courses, see the Division of Business section of this *Bulletin*.

### Gerontology Certificate

**Contact:** Royce G. Simpson, Ph.D.

The certificate program in gerontology responds to a growing need for trained specialists in both the public and private sectors.

To attain certification, a student must complete six three-hour courses. All courses required for certification must be taken at Spring Hill College. To be eligible for certification, a student must maintain a B- or higher average in the gerontology courses.

These courses are required for gerontology certification:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
GNT 200	Health and Aging	3
GNT 205	Social Gerontology	3
GNT 220	Psychology of Aging	3
GNT 244	Psychology of Death and Dying	3

Students may elect two additional courses from a variety offered to complete requirements for certification.

**GERONTOLOGY (GNT)**

**GNT 200. Health and Aging (3)** A multidisciplinary approach to the health care needs of an aging population. Biological, nutritional, and emotional perspectives will be presented with emphasis on prevention and health promotion.

**GNT 205. Social Gerontology (3)** An interdisciplinary survey of the physical, psychological, and social phenomena of old age. Particular attention will be given to the elderly in America as an identifiable group and their situation here will be contrasted with that in other cultures. Same course as SOC 305.

**GNT 210. Aging in Today's Society (3)** This course will explore the varying and sometimes conflicting viewpoints associated with the experiences of aging. The approach will be interdisciplinary and will explore those topics which affect the lives of our elders.

**GNT 220. Psychology of Aging (3)** A study of the psychological aspects of adulthood and late life.

**GNT 235. Psychology of Mid-Life (3)** An overview of those issues central to, and associated with, the period of middle adulthood.

**GNT 244. Psychology of Death and Dying (3)** This course is essentially a presentation of current theories and thoughts on the subject. Problems of attitudes and behaviors related to death in our society are discussed.

**GNT 275. Life Transitions (3)** An exploration of the experience and relevance of age-related periods in life involving major transitions, career changes, marriage, divorce, as well as decisions to return to school.

**Certificate of Ecclesial Ministry (C.E.M.)**

**Contact: Christopher J. Viscardi, S.J.**

The Certificate of Ecclesial Ministry is designed as a collaborative program of Spring Hill College and the local diocese, providing a holistic formation for ecclesial lay ministers (personal, spiritual, pastoral and theological formation), as recommended by the U.S. Conference of Catholic Bishops (*Co-Workers in the Vineyard of the Lord*). Administered through the Office of Graduate and Continuing Studies and the Chair of Theology, the program is currently available in the Archdiocese of Atlanta. The theological formation for C.E.M. consists of ten 3-semester-hour courses at the undergraduate-level, provided on location (usually in parish facilities) by Spring Hill College. After completing the introductory course on Vatican II, students may take any two 200-level courses and then may take the remaining courses in whatever sequence they choose. Projected courses are as follows:

Vatican II  
Liturgy & Ritual  
Spirituality and Prayer  
Old Testament  
New Testament

Pastoral Theology  
Church & Sacraments  
Christology & Trinity  
Catholic Social Teaching  
Moral Theology

**ECCLESIAL MINISTRY COURSES**

**MIN 101. Vatican II** (3) A study of the significance of the Second Vatican Council for Catholicism today, with a special focus on the teachings of the major documents, their continuities with the past and new perspectives for the future. This course is the first, introductory course for the entire certificate program.

**MIN 231. Old Testament** (3) An introduction to modern scriptural studies and methodology, with a special focus on the books of the Old Testament. Prerequisite: MIN 101.

**MIN 232. New Testament** (3) An introduction to modern scriptural studies and methodology, with a special focus on the Gospels and Letters of the New Testament. Prerequisite: MIN 101.

**Certificate of Theological Studies (C.T.S.)**

**Contact: Christopher J. Viscardi, S.J.**

The Certificate of Theological Studies requires thirty semester hours selected from these categories: Biblical (two courses), Historical (two courses), Moral (two courses), Pastoral (one course), Systematic (one course), and two additional courses from any of the categories mentioned or from “elective only” offerings. With the approval of the chair of theology, C.T.S. students may also take selected M.T.S. (Master of Theological Studies) courses for undergraduate credit. Up to fifteen hours of credit may be applied to the C.T.S. from the “Basic Courses” of the archdiocesan T.I.P.S. program (see below), satisfying requirements for one course (3 hours) in each of these areas: Biblical, Historical, Moral, Pastoral, and elective. By completion of further requirements, the C.T.S. may also be expanded into a B.A. in Theology (see Graduate Programs of Study-Master of Theological Studies Programs).

The C.T.S. requires an overall B- (2.7) average.

**Post-Baccalaureate Pre-Medical Studies Certificate**

**Contact: David F. Dean, Ph.D., D.V.M.**

The Post-Baccalaureate Pre-Medical Studies Certificate program is a highly selective program designed for graduates who typically have non-science backgrounds and who seek admission into medical, dental, veterinary, and other health care professional schools. The program involves basic science courses, takes two full years to complete, requires application for admission through a special committee and carries Continuing Studies tuition. This program requires daytime attendance. Students are required to earn a minimum of a 3.30 GPA each semester. Upon completion, students will be eligible for a composite letter of recommendation to medical school.

The courses required are:

<u>Course</u>	<u>Description</u>	<u>Hours</u>
<b>Fall Semester I</b>		
BIO 231 & 233	Anatomy and Physiology I with Laboratory	4
CHM 111 & 113	General Chemistry I with Laboratory	4
MTH 111	Precalculus	3
PHL 311	Bioethics	3
<b>Spring Semester I</b>		
BIO 232 & 234	Anatomy and Physiology II with Laboratory	4
CHM 112 & 114	General Chemistry II with Laboratory	4
MTH 121	Calculus I	4
<b>Fall Semester II</b>		
CHM 331 & 333	Organic Chemistry I with Laboratory	4
PHY 221 & 213	Physics with Calculus I with Laboratory	4
BIO 301	Genetics	3
SAS 304	Pre-health Internship	3
<b>Spring Semester II</b>		
CHM 332 & 334	Organic Chemistry II with Laboratory	4
PHY 222 & 214	Physics with Calculus II with Laboratory	4
BIO 360	Cell Biology	3
BIO 3xx/4xx or CHM 3xx/4xx	Elective (upper division biology or chemistry)	3 - 4

## TOOLEN INSTITUTE FOR PARISH SERVICES

**Contact: Christopher J. Viscardi, S.J.**

The Toolen Institute for Parish Services (T.I.P.S.) was initiated in 1981 to serve the need for lay ministries in the Archdiocese of Mobile. The program is currently being restructured by the Archdiocese and will follow a plan substantially different from what is described in the following section. The mailing address for T.I.P.S. is P. O. Box 2405, Mobile, AL 36652; the phone number, (251) 438-6121 or outside Mobile, 1-800-331-8004. The T.I.P.S. program is coordinated on campus by Continuing Studies in conjunction with the chair of theology.

### Eligibility

Those persons are eligible who are seeking renewal and growth, have graduated from high school or its equivalent, and have the approval and support of their parish. Application to the program is made directly through the T.I.P.S. office.

### Transfer

T.I.P.S. credits may also be applied toward the Certificate of Theological Studies (see above) or the Bachelor of Arts in Theology. Up to fifteen hours of the

“Basic Courses” will be accepted as theology credit; the remaining nine hours, as general electives.

**Core Courses**

All candidates take one course at a time from the “Basic Courses.” Each course is a 20-instructional-hour/2-credit college course. Candidates are required to successfully complete the following eight core courses (16 credit hours) or their equivalent.

Documents of Vatican II	Christian Decision Making
Introduction to Scripture	Church History
Gospel Accounts	Sacraments
Catholic Doctrine	Introduction to Ministry

**Specialized Ministry**

Upon successful completion of the core courses and after having undergone an evaluation by their pastor and the T.I.P.S. staff, candidates take a total of 8 credit hours in one of the specialized ministries.

**Spirituality Seminars and Workshops**

An integral part of the Toolen Institute’s formation program is the presentation of a series of spirituality seminars. These seminars will be conducted by selected spiritual directors focusing on faith sharing and the individual lay minister’s growth. T.I.P.S. also offers courses and workshops for the continuing education of its candidates both during the course itself and after recognition by the Archdiocese, such as:

Rite of Christian Initiation of Adults	Liturgy as a way of life
Seminars on team ministry	Black theology
Sacraments as a way of life	Ministry to troubled youth
Resurrection theology	Revised Code of Canon Law

**BASIC COURSES:**

- MIN 112. Documents of Vatican II (2)** The Documents of Vatican II and their application to the contemporary church. The history of the “New Pentecost” of Vatican II, its spirit in the maturation and vision of the future.
- MIN 113. Introduction to Scripture (2)** An historical, theological and literary introduction to the Bible, exploring revelation, inspiration, canonicity, and literary forms.
- MIN 114. Catholic Doctrine (2)** A study of the mystery, character and basic functions of the Church as the People of God. The contemporary role models within the life of the Church will be presented to include 1) presence, 2) structure, 3) dogma, and 4) pastoral life.
- MIN 115. Christian Decision Making (2)** A fundamental study of the Christian’s behavior as reflected in Sacred Scripture and as it relates to personal moral decisions, Christian values, and the magisterium of the Church. Development of individual conscience, major societal problems, decision making, and the shift from exteriorizing moral norms to interiorizing them.

**MIN 116. Church History (2)** Papacy, patrology, and councils affecting the Apostolic Church related to the Church in the modern world. The movements and patterns in the American Church, in the current spiritual, theological and social revolutions.

**MIN 213. Gospel Accounts (2)** A study of the structure, major theological themes and sources of the four gospels.

**MIN 214. Sacraments (2)** A theological and historical introduction to the sacraments in the Catholic tradition. This course introduces the student to the concept of “sacramentality” and to how the traditional seven sacraments of the Roman Catholic tradition celebrate this “sacramentality” in a contemporary way.

**MIN 290. Introduction to Ministry (2)** Basic spirituality and philosophy of ministry for students who have completed the TIPS core courses, providing guidance in their discernment of which specialized ministry track to choose.

#### **CATECHETICAL MINISTRY:**

**MIN 321. Survey of Catechetical Ministry (2)** Considers the history of catechesis with an emphasis on catechetical developments as reflected in the *General Catechetical Directory*, the *National Catechetical Directory*, *The Rite of Christian Initiation of Adults*, *To Teach As Jesus Did*, and *Catechesis Tradendae*.

**MIN 322. Catechesis Towards Maturity of Faith (2)** Focusing on the developmental theories of Piaget, Kohlberg, Erikson, and Fowler, this course will consider the catechetical implications in human development.

**MIN 323. The Catechetical Process (2)** A basic survey of catechetical methods for all ages, it will include lesson planning, creative catechesis, family and parish in catechesis, adult learning and catechetical resources.

**MIN 324. Catechetical Administration (2)** A survey of such administrative functions as curriculum planning, program development, communication skills, personnel recruitment and development. The importance and means of developing a prayer life, support groups and professional growth will also be part of this course.

#### **LITURGICAL MINISTRY:**

**MIN 331. Principles and Orientation of Assembly Participation (2)** This course discusses the lay leader in liturgical ministry. It will treat the principles necessary to foster a personal orientation of Vatican II through communal worship as well as the religious experience of Christians at home and in the parish as basic to spirituality.

**MIN 332. Liturgical Planning and Implementation (2)** Treats of the implementation of the Constitution on the Liturgy and the place of structure and spontaneity in ritual. It will emphasize the planning of liturgical celebrations to nourish, to help participate in the Holy, and to experience renewal. There will be attention paid to the formation of the parish assembly.

**MIN 333. Personnel Training for Liturgical Ministry (2)** How does one recognize and nourish the gifts of the laity necessary for good liturgy? The training of Eucharistic ministers, acolytes, lectors, ministers of hospitality, cantors and song leaders will be studied.

**MIN 334. Music and Creative Arts in Liturgical Expression (2)** Discusses the use of all forms of art in liturgical celebrations—music, creative gestures, art, etc.—as valid expressions of faith which assist in strengthening community.

#### **YOUTH MINISTRY:**

These courses, offered in conjunction with the Office of Youth Ministry of the Archdiocese of Mobile, are recognized as part of the T.I.P.S. program.

**MIN 341. Principles of Youth Ministry (2)** This course proposes foundational principles for effective ministry, grounded in pastoral theology, culture, psychology, developmental theory, and sociology.

**MIN 342. Leadership in Youth Ministry (2)** This course explores theories and skills needed to work with and through people, in order to provide a practical understanding of leadership process, with a particular focus on the role of the leader in Christian ministry.

**MIN 343. Pastoral Care of Adolescents (2)** An overview of the guidance and healing, advocacy, and family components of youth ministry, this course examines the concept of pastoral care, focusing on family systems and adolescent development.

**MIN 344. Youth Ministry Programming (2)** An overview of the catechetical, service and community components of youth ministry, this course is an exploration of the theories and practical dynamics of fostering faith growth through evangelization, catechesis and consciousness of the call to service and social justice.

#### **SOCIAL MINISTRY:**

**MIN 351. Fundamentals of Social Justice (2)** Provides the minister with an understanding of what parish social ministry is and what it can accomplish. The Church's teaching on social justice will be seen as a clear mandate of the Gospel.

**MIN 352. Community Resources and Crisis Intervention (2)** Pastoral counseling for leaders in lay ministry, theories of personality development, counseling skills and attitudes, awareness of needs and limits of personal responsibility.

**MIN 353. Ministry to the Hurting (2)** Pastoral counseling applicable to work with married or other persons suffering from consequences concerning death, divorce, being handicapped, imprisoned, etc. Methods of need identification for parishes will also be discussed.

**MIN 354 Family Life and Marriage (2)** Examines how positive family life affects the social community. Emphasis will be placed on healthy communications between all family members (spouses and children).

#### **SPIRITUALITY MINISTRY:**

**MIN 361. History of Spirituality (2)** A survey study of the development of major movements and traditions of Christian spirituality, such as Eastern and Western Monasticism, Benedictine Spirituality, Franciscan and Ignatian traditions, Christian Humanism, and Modern Spirituality.

**MIN 362. Introduction to Christian Mysticism (1)** A study of the characteristics of Christian mysticism, from its roots in the Old and New Testaments to selected readings from classical Christian mystics, such as Catherine of Siena, John of the Cross, and Francis de Sales.



**MIN 363. Introduction to Christian Prayer (2)** This course will provide an opportunity to study and practice some of the many prayer forms in the Catholic tradition, such as the spiritual exercises of St. Ignatius, journal keeping, the Jesus prayer, lectio divina, guided meditation, praying with Scripture, the “Little Way,” fasting, and other tools for the spiritual life.

**MIN 364. Spirituality Seminar (1)** This course will be selected from the Summer Institute of Christian Spirituality, offered at Spring Hill College, but in collaboration with a TIPS faculty mentor, who will accompany students in the course and process the experience with them.

**MIN 365. Spirituality Practicum (2)** As part of this practicum, students will design, implement, and evaluate spiritual components, prayer services, days of recollection and adult education opportunities. These “programs” will be used as “trials” with other TIPS students or in the student’s own parish, under the supervision of the instructor.

#### **SUPERVISED EXPERIENCE IN MINISTRY:**

**MIN 390. Ministry Practicum (1-4)** Supervised work/learning experiences extending over duration of specialized ministry, involving candidates, director of T.I.P.S. and the coordinator of the assignment. *For theology majors pursuing a concentration in ministry*, the internship is taken in two portions, for 2 credits each, with a total of 120 work hours and a monthly reflection component, in three areas of ministry: social outreach/community service, liturgical and retreat ministry, and a parish practicum. Prerequisites for majors: 60 hours credit and cumulative GPA of 2.5 in the major.

**MIN 395. Special Topics in Ministry (1-4)** Seminars offered under this heading will focus on particular issues of current interest. Content and length of the course will vary according to the particular needs/interests of students.



# **III**

## **Graduate and Continuing Studies**

### **B. Graduate Programs**

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#### **General and Program Information**

# Graduate Academic Calendar 2007-2008

## Fall Semester 2007 - Education Day, M.B.A., and M.L.A. Courses

August	17	Friday	Late registration begins - schedule adjustments; see advisor
	20	Monday	Day and evening classes begin Add/drop begins; see advisor
	24	Friday	Add/drop ends; late registration ends
September	3	Monday	Labor Day, no classes
	4	Tuesday	Classes resume
October	8-9	Mon-Tues	Fall break, no classes
	10	Wednesday	All classes resume
	23	Tuesday	Last day to withdraw with a non-penalty W
November	1	Thursday	Last day for degree application for May 2008 graduation
	21-23	Wed-Fri	Thanksgiving Holiday, no classes
	26	Monday	Classes resume
December	3-7	Mon-Fri	Final examinations
	11	Tuesday	Final grades due in Registrar's Office by noon Last day for removing "I" grades from spring and summer 2007
	20	Thursday	All degree requirements must be completed for December 20, 2007, conferral of degree Conferral of degree, no Commencement

## Fall Semester 2007 - Education Evening Courses

August	20	Monday	Evening classes begin Add/drop begins; late registration begins; see advisor
	24	Friday	Add/drop ends; late registration ends
September	3	Monday	Labor Day, no classes
	4	Tuesday	Classes resume
October	12	Friday	Last day to withdraw with a non-penalty W

**Fall Semester 2007 - Education Evening Courses (continued)**

Oct. 30 - Nov. 5		Tues-Mon	Final examinations
November	1	Thursday	Last day for degree application for May 2008 graduation
December	11	Tuesday	Final grades due in Registrar's Office by noon Last day to remove "I" grades from spring and summer 2007

**Spring Semester 2008 - Education Day, M.B.A., and M.L.A. Courses**

January	8	Tuesday	Late registration begins - schedule adjustment; see advisor
	9	Wednesday	Day classes begin, 8:15 a.m. Add/drop begins
	14	Monday	Evening classes begin, 6:00 p.m.
	15	Tuesday	Add/drop ends Late registration ends
	21	Monday	Martin Luther King's birthday, no classes
February	4-6	Mon-Wed	Mardi Gras break, no classes
	7	Thursday	Classes resume
March	12	Wednesday	Last day to withdraw with a non-penalty W
	21-28	Fri-Fri	Spring Break (includes Good Friday and Monday after Easter), no classes
	31	Monday	No day classes; evening classes resume, 6 p.m.
April	1	Tuesday	Day classes resume
	23	Wednesday	Celebration of Our Learning Day and Honors Convocation (no day or evening classes)
May	2-3	Fri-Sat	Final examinations
	5-7	Mon-Wed	Final examinations
	9	Friday	Grades for degree candidates due in Registrar's Office by noon
	10	Saturday	Baccalaureate Mass
	11	Sunday	Commencement
	13	Tuesday	Final grades due in Registrar's Office by noon Last day to remove "I" grades from fall semester 2007

**Spring Semester 2008 - Education Evening Courses**

January	2	Wednesday	Classes begin
	3	Thursday	Late registration begins; add/drop begins; see advisor
	8	Tuesday	Late registration ends; add/drop ends
	21	Monday	Martin L. King's Birthday, no classes
February	5	Tuesday	Mardi Gras, no classes
	6	Wednesday	Last day to withdraw with a non-penalty W
March	12-18	Wed-Tues	Final examinations
	31	Monday	Summer I classes begin
May	10	Saturday	Baccalaureate Mass
	11	Sunday	Commencement Ceremony
	13	Tuesday	Final grades due in Registrar's Office by noon Last day to remove "I" grades from fall semester 2007

Course brochures listing all offerings for graduate theology programs, clinical nurse leadership program, or summer sessions are available through the Office of Graduate and Continuing Studies (251) 380-3094. Course listings and calendars may be found at [www.shc.edu/registrar](http://www.shc.edu/registrar).

# Expenses

## TUITION AND FEES FOR GRADUATE STUDIES

### Tuition:

M.B.A. (per credit hour) .....	\$ 385.00
M.A.T./M.S.ED. (per credit hour) .....	290.00
M.L.A. (per credit hour) .....	385.00
M.T.S./M.P.S./M.A. Theology/Specialized Certificates (per credit hour) .....	255.00
Summer Institute of Christian Spirituality (SICS) (per credit hour) .....	255.00
R.N. to M.S.N. Bridge - Undergraduate Tuition (per credit hour) .....	350.00
M.S.N. - Graduate Tuition: (per credit hour) .....	420.00
eCollege Technology Support Fee:	
1-credit hour course .....	100.00
2- and 3-credit hour course .....	150.00
6-credit hour course .....	180.00

### Fees:

Application Fee (non-refundable) .....	25.00
Late Registration Fee (per session) .....	25.00
Course Change Fee (after add/drop period) .....	10.00
Commencement Fee (mandatory for all graduates including those graduating in absentia) .....	185.00
Certificate Fee .....	90.00
CEU (per unit) .....	25.00
Parking Decal (annually) .....	50.00
Returned Check Fee .....	30.00
Diploma Replacement Fee .....	40.00
Easy Listening Fee (per credit hour) .....	50.00

Specific situations and courses require additional fees, which are indicated on the schedule of classes published by the Office of Graduate Studies.

The College reserves the right to change fees, services, or programs at any time.

Tuition for all graduate courses is determined by the degree the student is pursuing. The tuition rate for the program in which a student is enrolled determines the tuition rate for cross-listed or other special arrangement courses.

## FINANCIAL OBLIGATIONS SPECIFIC TO GRADUATE STUDIES

1. Graduate students are responsible for compliance with all general financial obligations as set forth in the General Financial Policy section of this *Bulletin*.
2. Tuition, fees, and required forms (i.e., company reimbursement form, information sheet, enrollment agreement) are due by the first day of class or as required by the mail-in registration procedures. If tuition, fees, and

the required forms are not received by the Student Accounts Office on or before the first day of class, a student's registration may be cancelled. Balances due may be paid by cash, check, MasterCard, Visa, American Express, or Discover.

3. Graduate students desiring to pay education expenses in monthly installments should contact the Student Accounts Office of the College or the following company:

Tuition Management Systems  
P. O. Box 842722  
Boston, MA 02284-2722  
Customer Service (1-888-356-0350)  
Internet Site: [www.afford.com/shc](http://www.afford.com/shc)

4. Refunds are only calculated for total withdrawal from an enrollment period. All graduate students must officially withdraw through the Office of Graduate and Continuing Studies. Refunds will be calculated from the first day of class to the last date of attendance for an enrollment period or to the official withdrawal date for an enrollment period as determined by the College. Refunds will be based on the following policies regardless of the reason for withdrawal.

A. Spring Hill College's Refund Policy

Students who withdraw from all classes prior to the completion of 60% of the term will have their tuition, comprehensive fee, room and/or board charges reduced in accordance with the appropriate percentage calculated using the Return of Title IV Funds formula. (i.e., if the student has completed 37% of the term, then tuition, comprehensive fee, room and/or board charges will be reduced by 63%). The balance of any refund (due to the reduction of charges in accordance with SHC's Refund Policy)—after returning the required amount of the appropriate federal fund(s)—would then be applied to the appropriate institutional aid fund. Should additional funds remain, they will be refunded to the student.

B. Return of Title IV Federal Financial Aid

When a student withdraws from all classes, Spring Hill College determines if a refund is due and if the student is a Title IV recipient. The amount of earned and unearned federal financial aid funds that the student has received or is eligible to receive is determined in accordance with federal regulations. If the student has completed 60% or more of the term, no refund is due. The new law assumes that a student "earns" approved (verified) federal financial aid awards in proportion to the number of days in the term prior to the student's complete withdrawal.



$$\frac{\text{Number of days student completed in the semester}}{\text{Number of days in the semester}} = \text{Percentage Earned}$$

All students who received Title IV SFA monies through the Financial Aid Office and who withdraw should see the Financial Aid section of this *Bulletin* for further information concerning the prescribed distribution order of refund monies back to the Title IV SFA programs, other sources of aid, and the student (if any remains).

# Graduate Program Policies

The policies and requirements listed below apply to all graduate programs. Requirements specific to one program are listed under that program. Consult the section of this *Bulletin* on “General Academic Policy” for additional policies not given below.

## ADMISSION

Admission into a graduate program is granted after approval of a formal application. Applications may be obtained from the Office of Graduate and Continuing Studies. Official transcripts from colleges attended must be mailed from the institution directly to the Office of Graduate and Continuing Studies. The \$25 application fee must accompany the application for admission (fee waived for applications submitted electronically).

Through the admissions process, the student ultimately must achieve full standing. Full standing may be achieved through unconditional admission, a status in which the student enjoys full standing upon entering the program, or through conditional or provisional status. Conditional status and provisional status require the fulfillment of specific documentation and/or performance criteria in order to achieve full standing. Provisionally admitted students who have not met one graduate program’s requirements may be admitted to another graduate program if they meet the qualifications of that program. Admission requirements differ for each program. These requirements are listed in the sections of this *Bulletin* in which the particular program is described. Exceptions to these requirements are made only upon the recommendation of the Graduate Council based on a written request by the applicant.

## TRANSFER OF CREDIT FROM OTHER INSTITUTIONS

Up to nine semester hours or the equivalent of appropriate transfer credit from a regionally accredited institution may be accepted toward the master’s degree. No grade lower than B- will be accepted. Course work accepted as transfer credit will be listed on the Spring Hill College transcript with the grade earned at the transfer institution; however, transfer grades will not enter into the grade point calculation for the course work taken at Spring Hill. The Provost and Vice President for Academic Affairs and the program director in the department and/or the certification officer will evaluate requests for transfer of credit. No transfer credits earned prior to six years before matriculation will be accepted without evaluation by the program director and the Provost and Vice President for Academic Affairs. Generally, no transfer credit will be given for course work already counted for a previous degree. Specific exceptions to the transfer of credits may be found in the policies for the individual programs.

## RESIDENCY

While up to nine semester hours may be accepted in transfer upon entering the program, students must take the remainder of their graduate program in residence at Spring Hill College. Exceptions must be approved by the Graduate Council.

## READMISSION

Students who have been absent from Spring Hill College over twelve months must make formal application for readmission through the Office of Graduate and Continuing Studies. Students who have been academically dismissed from one Spring Hill graduate program cannot apply to take courses in another Spring Hill graduate program within two years. Should a student request readmission after an absence of six years, no prior credit earned will be accepted without evaluation by the program director and the Graduate Council.

## NON-DEGREE STATUS

Non-degree status applies to:

1. Transient students - students enrolled in graduate study at another institution and seeking credited course work for transfer back to the home institution. Transient students must complete the application, pay the application fee, and meet either the transcript requirement of the graduate program in which the transient study will take place or provide a certificate of good academic standing from the institution designated to accept the credits in transfer from Spring Hill College. Good standing may be established either by submission of the Spring Hill College verification form available at the Graduate Office or by submission of a similar form issued from the institution to which the credits will be transferred.
2. Audit students - students enrolled on a strictly audit basis must complete the application form and pay the application fee. The same tuition applies to audit and credit status. Course work taken while in audit status will not be granted credit at a later date.
3. Credit students - non-degree graduate students who are seeking graduate credit must complete the application form, pay the application fee, and submit an official transcript of the highest degree awarded, at minimum the baccalaureate.

Non-degree status students must meet all admissions requirements in order to be elevated to degree-seeking status.

## ADVISORS

The program director is the general counselor to all graduate students. In addition, a faculty advisor may be designated by the director of the major department. The students will meet with the advisor to develop a plan of study for the graduate program. The advisor will assist the student in developing a plan to remove undergraduate deficiencies when appropriate. All forms and reports regarding the student's program must be approved by the advisor.

## GRADE REQUIREMENTS

Grades on all courses taken in the Spring Hill graduate program will be used in determining the student's overall grade point average. Grades from courses transferred from other institutions will be listed on the transcript but not included in the graduate grade point average calculation.

Students who earn two course grades lower than B- are subject to review by the Provost and Vice President for Academic Affairs and the Graduate Council and may be dismissed. Students who earn a third grade below a B- will be dismissed. Students earning a grade less than C- in a graduate course will be dismissed from the program. Dismissal from a program may be appealed immediately in writing to the Graduate Council. In any event, a grade below C- will not be accepted toward graduate degree requirements.

All graduate students at Spring Hill must maintain a B (3.00 on a 4.00 scale) average. Falling below a cumulative 3.00 GPA will result in being placed on academic probation. Students who remain on academic probation after one semester will be reviewed by the Provost and Vice President for Academic Affairs and the Graduate Council and may be dismissed.

The minimum grade point average required for graduation from a graduate-level program is B (3.00 on a 4.00 scale) in all course work taken at Spring Hill College. Other requirements for graduation, such as thesis requirements and comprehensive examinations, are listed with the requirements found in the section of this *Bulletin* for the specific program.

## AUDITING

Students may register for any course as an audit. The fee is the same as for credit. Students who are auditing a course will be expected to attend class regularly. The instructor has the option of withdrawing a student for not attending class. Courses taken for audit may be repeated for credit. Changes to audit status may be made until the "Last Day to Withdraw" on the academic calendar.

## GRADING SYSTEM

The grading system and grade appeals procedure as outlined in the section on "General Academic Policy" applies to graduate programs. However, graduate programs do not assign midterm grades.

## REMOVAL OF INCOMPLETE GRADES

For graduate students, an I is reverted to an E at the end of the following semester. For five-year B.A./B.S.-M.B.A. students with a graduate status who are completing graduate courses and taking undergraduate courses for a second major or a minor, the graduate policy will apply to both undergraduate and graduate courses. For a graduate student who is taking undergraduate prerequisites and has been admitted into the graduate program, the graduate policy will apply for both undergraduate and graduate courses.

## ACADEMIC DISHONESTY AND/OR IMPROPRIETY

Dishonesty or impropriety of any kind in academic work (daily quizzes, examinations, written assignments, etc.), mutilation or theft of library property or materials, and so forth, renders a student subject to disciplinary action, including academic suspension or possible dishonorable dismissal.

Specifically, plagiarism—that is, representation of thoughts or passages from another author as one’s own work (whether intentional or unintentional); collusion—that is, collaboration with another in the preparation of term papers or other written work; cheating—that is, giving or receiving or soliciting information from another student during a test or examination; or using illicit materials in an examination or quiz will not be tolerated.

1. Any student found guilty of taking or attempting to take an examination or quiz from any room or office in the College without permission will be dishonorably dismissed from the College.
2. Dishonesty in class work is penalized as follows:
  - A. Cheating on tests or examinations or cheating/plagiarizing on papers or major writing assignments will result in a failing grade for the student in the course involved. The student will not be allowed to change his or her status in the course (e.g., withdraw or audit) to avoid the failing grade. The student will then be dishonorably dismissed from the College.
  - B. The determining of penalties for other acts of academic dishonesty or impropriety (e.g., daily quizzes, short writing assignments) is the responsibility of the professor. A repeat offense of this type will render the student subject to formal disciplinary action, including possible suspension or dishonorable dismissal from the College.
3. A professor who determines that any violation has taken place must submit a written report to the Provost and Vice President for Academic Affairs and the student involved as soon as possible after the incident, whether or not individual disciplinary action has already been taken (as in 2B above).
4. A student charged with academic dishonesty may appeal to a board established by the Provost and Vice President for Academic Affairs to hear such appeals. This board will be composed of three students and three faculty members with the Provost and Vice President for Academic Affairs serving as the chairperson. The students will be appointed by the Dean of Graduate and Continuing Studies and will represent at least two different graduate programs at the College, with at least one student member from the graduate program of the student bringing the appeal. The faculty members will be appointed by the Provost and Vice President for Academic Affairs. In any case of appeal, this board will reach a decision only after consultation with the instructor who has preferred the charges and with the student so charged. The appeal must be submitted by the time indicated in the letter to the student.

5. Students dishonorably dismissed or suspended from a graduate program may appeal to the Graduate Council. The appeal must be submitted within 48 hours of the time the student is notified of the negative action.

## **EASY LISTENING**

“Easy Listening” is a program that allows participants to sit in on a regularly scheduled graduate course. The fee is \$50 per semester credit. No transcript record will be kept; however, a certificate of continuing education units (CEUs) is available for an additional \$25 per unit. Participants must have the appropriate background for graduate courses. Registration is on a space-available basis and with program director approval. “Easy Listening” is appropriate for non-matriculated students as a first-time experience, for those fulfilling theology prerequisites, for professional development, or for personal enrichment.

## **REGISTRATION PROCEDURES**

Registration for each term will take place via BadgerWeb according to the graduate calendar published in this *Bulletin*, on the Registrar’s web page and in the schedule of courses available through the Office of Graduate and Continuing Studies.

Students must receive clearance from their advisor prior to registering each term. Before late registration ends, it is the student’s responsibility to make certain that his/her official registration accurately reflects only those courses for which he/she plans to enroll for the term. Students failing to register by the date designated in the *Bulletin of Information* or in the information published on the College website will be assessed a late registration fee. Failure to make payment by the specified date will result in cancellation of the early registration and will necessitate re-registering during the late registration period. Questions regarding registration procedures should be addressed to the Office of Graduate and Continuing Studies.

## **GRADUATION PROCEDURES**

An application for degree (Notice of Intent to Graduate form) is due six months before the anticipated date of graduation. Failure to remit this form to the Registrar’s Office by the published deadline date can affect the appearance of your name on the printed program, the availability of your diploma, participation in the commencement ceremony, and your ability to graduate. This form must be signed by the graduate program director. It is the responsibility of the student to know and satisfy the degree or certificate requirements of the academic program.

Commencement exercises are held every spring for all May graduates, as well as those completing requirements the preceding December or the following August.

# Graduate Programs of Study

Spring Hill offers master's programs in service to local and regional business, civic, church, and educational communities. These programs extend to the graduate level the College's Jesuit liberal arts tradition and its unique contribution to higher education in the Southeast. At present, master's degrees are offered in business administration, teacher education, liberal arts, nursing, and theology.

## GRADUATE PROGRAM IN BUSINESS ADMINISTRATION

**Program Director:** Dr. Robert M. Bracken, 251-380-4119

Spring Hill College offers a Master of Business Administration (M.B.A.) degree program designed to prepare an individual for responsibilities in the middle and upper management ranks by teaching and refining conceptual, analytical, and human relations skills. The program is offered in the evening to allow the student to continue his/her current career while earning an advanced degree.

The program is not limited to individuals with an undergraduate degree in business. Well-qualified candidates from diverse academic backgrounds are encouraged to apply. All students must meet foundation requirements based on prior education or business experience. For students who are deficient in one or more of the foundation areas, both graduate-level foundation courses and standard undergraduate offerings are available.

The Spring Hill College M.B.A. is a general degree, with a solid core of twenty-four semester hours (8 courses), plus twelve hours of electives (4 courses). Foundation requirements are in addition to these graduate hours.

Spring Hill College offers a joint B.S.-M.B.A. with accounting electives. The curriculum for the accounting electives differs somewhat from the general degree, and several of the classes are offered during daytime hours only. Details of the program are given in the traditional undergraduate part of this *Bulletin*. Graduate students interested in pursuing the accounting electives within the M.B.A. program should discuss their needs with the program director.

Spring Hill College also offers a five-year B.S.-M.B.A. or B.A.-M.B.A. degree. This is a five-year program for exceptional students wishing to combine an undergraduate major in a discipline other than business with an M.B.A. degree. Undergraduate business majors are not eligible to participate in the program. Details of the program are given in the traditional undergraduate part of this *Bulletin*.

A unique aspect of the M.B.A. degree is the inclusion of a business ethics and social responsibility course in the curriculum. Beyond this course, moreover, the student should expect questions concerning ethical judgment and social responsibility to reappear frequently in the M.B.A. curriculum. As a Jesuit institution, Spring Hill College believes that consideration of such matters is vitally important in the education of the business executive.

## GRADUATE BUSINESS FACULTY

Date in parentheses ( ) after each name is the date of initial faculty appointment. Service has not necessarily been continuous since then.

Robert M. Bracken (2002) *Associate Professor*—C.P.A.; D.B.A., Mississippi State University, 1983; Teaching Areas: Accounting, Finance.

Melvin J. Brandon (1969) *Professor*—Ph.D., St. Louis University, 1972; Teaching Area: Business Ethics, Social Responsibility.

Sergio Castello (2007) *Associate Professor*—Ph.D., Colorado State University, 1996; Teaching Areas: Economics, International Business

James B. Larriviere (2001) *Associate Professor and Division Chair of Business*—Ph.D., Auburn University, 1995; Teaching Areas: Economics, International Business, Finance.

Glenda A. Partridge (1999) *Instructor and Division Chair*—C.P.A.; M.B.A., University of Mobile, 1989; D.B.A. Candidate, Anderson University; Teaching Area: Accounting.

Ralph D. Sandler (1985) *Associate Professor*—Ph.D., Florida State University, 1984; Teaching Areas: Economics, Finance.

Andrew D. Sharp (1985) *Professor*—C.P.A.; Ph.D., University of Mississippi, 1990; Teaching Areas: Accounting, Business Law.

## ADMISSION REQUIREMENTS

Admission to the M.B.A. program is open to all qualified men and women who hold bachelor's degrees or equivalent from accredited colleges and universities without regard to race, color, age, sex, or creed. Candidates wishing to apply electronically can find the application and other necessary forms on the SHC website: [www.shc.edu/mba](http://www.shc.edu/mba). Information pertaining to the program, application for admission, and other necessary forms may also be obtained by calling or writing the Office of Graduate and Continuing Studies.

Admission decisions will be based on an application, official transcripts of all academic work, scores on the Graduate Management Admission Test (GMAT), and other supporting materials the prospective student may elect to submit.

A twenty-five dollar (\$25.00) non-refundable application fee must accompany the application. The application fee is waived for those applying online. Scores on the Test of English as a Foreign Language examination are required from students whose native language is not English (minimum score 550, or 213 on the computer-based version).

Students may achieve full standing through initial admission at one of three levels of admission: unconditional, conditional, and provisional. Unconditional admission gives full standing upon entering the program, while conditional or provisional admission requires the student to fulfill specific documentation and/or performance criteria.

### Unconditional Admission

A student will be granted unconditional admission by meeting the following standards:

1. A bachelor's degree from an accredited institution.



2. A composite score of 1000 based on the formula:  $\text{GMAT} + (200 \text{ times undergraduate GPA})$ , or a composite score of 1050 based on the formula:  $\text{GMAT} + (200 \text{ times junior-senior GPA})$ .
3. An acceptable score on the GMAT examination.
4. A minimum of 80 on the Internet-Based TOEFL examination (213 on the computer-based version) for students whose native language is not English.

### **Conditional Admission**

Applicants who do not meet the standards for unconditional admission may be admitted conditionally if, in the judgment of the Graduate Business Committee and the Provost, they have the potential to successfully complete an M.B.A. program. Evidence of that potential may include the following:

1. being previously and fully admitted to and having maintained good standing in a nationally accredited graduate business program;
2. having earned a post-bachelor's level degree in any field from an accredited graduate program or professional school; or
3. having, in the judgment of the Graduate Business Committee, significant business experience at an executive level.

The performance of each student admitted conditionally will be reviewed by the Graduate Business Committee after the completion of twelve credit hours of course work to determine whether the student will be elevated to unconditional status or dropped from the program. A grade point average of B (3.00) or higher must be achieved within the first twelve hours for the admission status to be raised to unconditional.

### **Provisional Admission**

An applicant who has an undergraduate degree with a GPA of 3.0 or higher and who has not yet taken the GMAT examination may request a provisional status during the application process. Upon the recommendation of the Graduate Business Committee, a student who has not taken the GMAT at the time of application to the M.B.A. program, or for whom a GMAT score has not been received by the time classes commence in the semester for which application is made, may be admitted provisionally. A score on the GMAT must be presented to the graduate business program director prior to the end of the first semester of enrollment. Future enrollment may be suspended until the score is presented or if the score is insufficient to meet either the unconditional or the conditional admission standard.

## **FOUNDATION REQUIREMENTS**

While the M.B.A. degree does not require a student to have an undergraduate degree in business, there are several foundation areas in which all M.B.A. students must show satisfactory proficiency. Foundation requirements may be satisfied by a combination of undergraduate and graduate course work at Spring Hill College, by evidence of satisfactory completion of equivalent course work at

other institutions, or by successful petition of the Graduate Business Committee for waiver of a foundation requirement. Any foundation course work completed at the undergraduate level will not be included in the calculation of the graduate grade point average, nor will it be considered in determining the necessary 3.00 average needed by students admitted under conditional admission status.

There are eight foundation areas: computer applications, statistics, calculus, accounting, finance, economics, management, and marketing. Spring Hill College undergraduate courses meeting these requirements are:

CIS 115	Applications in Computer Information Systems
BUS 263	Business Statistics
MTH 140	Calculus with Business Applications
ACC 201	Principles of Accounting I
ACC 202	Principles of Accounting II
FIN 301	Financial Management
ECO 102	Principles of Microeconomics
MGT 301	Management Principles
MKT 311	Principles of Marketing

Completion of these courses or their equivalents with a grade of C- or higher, at either Spring Hill College or at other accredited institutions, will be accepted as satisfactory completion of that part of the foundation requirement. Each of these classes is available at Spring Hill through the evening continuing studies program. Alternatively, a student may meet some of the foundation requirements by taking graduate level foundation classes at Spring Hill. These classes, which may not be offered every year, are:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 503	Accounting Foundation (Covers ACC 201 and 202)	3
BUS 505	Management and Marketing Foundation (Covers MGT 301 and MKT 311)	3

These classes offer graduate credit but do not meet the core or elective requirements of the M.B.A. program. Each of these classes covers material equivalent to more than one undergraduate course, as noted.

In rare circumstances, a student may satisfy a foundation requirement by petition in writing for waiver from the Graduate Business Committee. Evidence of comparable work or non-credit education must be offered, and the petitioning student may be required to satisfactorily complete a College-administered test on the area in question. For example, a student with extensive work experience in the uses of computers in business and with spreadsheet, word processing, database, and Internet applications on microcomputers may petition to have the computer applications requirement waived. Completion of core or elective graduate level classes is not acceptable grounds for a waiver of a foundation requirement. The authority to accept or reject a waiver of a foundation requirement resides with the Graduate Business Committee, with appeal to the Graduate Council.

## **GRADUATION REQUIREMENTS**

1. Completion of the thirty-six hours of M.B.A. core and elective course work and satisfaction of all foundation requirements. The minimum grade point average (GPA) required for graduation is “B” (3.00 on a 4.00 scale).
2. Successful completion of BUS 599 Business Strategy and Policy at Spring Hill College with a grade of at least B-. This course will serve as the capstone or integrating comprehensive experience for the program. As an integral part of this course, successful completion of the national Masters in Business Administration (MBA) exam is required (standard for passing set by the faculty).
3. Completion of the program within six calendar years.

## **TRANSFER POLICY**

1. Undergraduate courses taken to fulfill foundation requirements may be transferred to Spring Hill College, regardless of whether the course was taken before or after matriculation into the M.B.A. program.
2. Up to nine hours of M.B.A. core or elective course work may be transferred in (B- grade or better). All other provisions of the section “Transfer of Credit From Other Institutions” apply.
3. Students with an earned master’s degree outside of business will receive credit for a maximum of two elective courses (six hours), and must complete six hours of elective courses with a “BUS” designation 510 or higher.

## **NON-DEGREE STUDENTS**

In recognition of the fact that some students might not wish to undertake a complete M.B.A. program but would rather study a few selected courses, a student may enroll in any M.B.A. course in a non-degree status. Such students must complete the application form, pay the application fee, and provide transcripts verifying graduation from an accredited bachelor’s level program. Up to nine hours taken in a non-degree-seeking status may be applied toward the M.B.A. degree should the student decide to make the commitment to pursue the complete program. The normal admission standards must be met by such students. Students must meet all course prerequisites to enroll.

## **CERTIFICATE IN HUMAN RESOURCE MANAGEMENT**

This 12-credit certificate is designed for beginning practitioners or those who wish to enhance their knowledge of human resource management. The graduate certificate may also be completed as part of the Master of Business Administration degree; the certificate will satisfy one core requirement and three of the business electives. The certificate may also be completed as part of the Master of Liberal Arts degree. Students seeking the certificate-only option are classified as non-degree students and must meet the non-degree admission requirements with an undergraduate GPA of 3.0 or an acceptable score on the

GRE or Miller Analogies Test. Students wishing to use the credits towards the MBA degree must meet the MBA admission requirements and be admitted to degree status before completing 9 credit hours in order to avoid losing credits earned in a non-degree status. Students must achieve a minimum grade point average of 3.0 in the certificate courses and complete the courses within the six years prior to the granting of the certificate.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 521	Human Resource Administration	3
BUS 522	Labor Relations	3
BUS 530	Business Ethics and Social Responsibility	3
BUS 531	Legal Environment of Business	3

### **CERTIFICATE IN LEADERSHIP AND ETHICS**

This 12-credit certificate is designed for those who wish to enhance their knowledge of leadership and ethics. The certificate program provides an understanding of leadership, its ethical dimensions and the context for its practical exercise for persons involved in or preparing for leadership roles in organizational settings. The graduate certificate may also be completed as part of the Master of Business Administration degree; the certificate will satisfy two core requirements and two of the business electives. The certificate may also be completed as part of the Master of Liberal Arts degree. Students seeking the certificate-only option are classified as non-degree students and must meet the non-degree admission requirements with an undergraduate GPA of 3.0 or an acceptable score on the GRE or Miller Analogies Test. Students wishing to use the credits towards the MBA degree must meet the MBA admission requirements and be admitted to degree status before completing 9 credit hours in order to avoid losing credits earned in a non-degree status. Students must achieve a minimum grade point average of 3.0 in the certificate courses and complete the courses within the six years prior to the granting of the certificate.

<u>Course</u>	<u>Title</u>	<u>Hours</u>
BUS 520	Organizational Behavior	3
BUS 525	Leadership	3
BUS 530	Business Ethics and Social Responsibility	3
BUS 592	Conflict Management	3

### **THE M.B.A. CURRICULUM**

All students must complete the foundation courses outlined above. The remainder of the M.B.A. program consists of a core of eight courses, and *normally* four business courses as electives. Students pursuing the joint B.S.-M.B.A. with accounting electives should refer to the Traditional Undergraduate Programs section in this *Bulletin* for their curriculum.

The following courses are required of all students (24 semester hours):

<u>Course</u>	<u>Title</u>	<u>Hours</u>
ACC 530	Accounting for Management Control	3
BUS 520	Organizational Behavior	3
BUS 530	Business Ethics and Social Responsibility	3
BUS 540	Quantitative Business Analysis	3
BUS 550	Managerial Economics	3
BUS 560	Management of Financial Resources	3
BUS 570	Marketing Management	3
BUS 599	Business Strategy and Policy	3

In addition to this common core, students will take 4 electives (12 semester hours), *normally* four business courses. One elective, with the approval of the MBA program director, may be taken outside the Division of Business. However, at least 3 of the electives (9 hours) must carry a “BUS” designation 510 or higher. For M.B.A. candidates who have not previously taken a business course with an international emphasis, BUS 591 International Business must be completed as one of the electives (i.e., BUS 591 becomes a “designated elective” for those students).

### GRADUATE LEVEL FOUNDATION COURSES

**BUS 503. Accounting Foundation (3)** This intensive course will provide the student with a knowledge of accounting equivalent to two semesters of work in principles of accounting.

**BUS 505. Management and Marketing Foundation (3)** This intensive course will provide the student with a knowledge of management and marketing principles.

### M.B.A. CORE

**ACC 530. Accounting for Management Control (3)** This course is intended to provide a comprehensive view of how accounting systems—particularly cost accounting systems—allow the manager to exercise control over the operation of the business firm. Prerequisite: accounting foundation.

**BUS 520. Organizational Behavior (3)** A study of the understanding, prediction and control of human behavior in an organizational setting. Psychological and other social science concepts are applied to understanding individual behavior. Prerequisite: management foundation.

**BUS 530. Business Ethics and Social Responsibility (3)** A philosophical study of the application of principles of ethics to activities within the complex organization. The critical questions involved in ethical business conduct and an awareness of appropriate concerns for social responsibility are considered. Prerequisite: none.

**BUS 540. Quantitative Business Analysis (3)** An advanced study of operations research techniques for solving business problems. Both techniques and applications are emphasized. Prerequisite: statistics and calculus foundations.

**BUS 550. Managerial Economics (3)** The application of economic concepts and analytical methods to managerial decision making. Computer applications are emphasized. Prerequisite: computer, calculus, statistics, and economics foundations.

**BUS 560. Management of Financial Resources (3)** A study of the financial decision-making process within the business firm. Analyzes the problems, policies, and functions involving financial management. Case analysis is employed to join theory and decision-making in real world situations. Prerequisite: computer, statistics, accounting, finance, and economics foundations.

**BUS 570. Marketing Management (3)** This course will provide knowledge of how the marketing function can be managed in order to meet the goals and objectives of the organization. Prerequisite: marketing foundation.

**BUS 599. Business Strategy and Policy (3)** This course is designed to be a capstone experience for the M.B.A. student. The various functional areas of business study will be integrated in this course. Prerequisite: completion of at least eighteen hours of core and elective courses.

### **M.B.A. ELECTIVES**

The following courses are typical of the types of electives taught in the M.B.A. program. Electives vary from year to year based on student needs and the availability of faculty.

**BUS 510. Communications in the Business Organization (3)** This course will develop and enhance written and oral communication skills, with particular attention to the skills required for successful communication in the business firm.

**BUS 521. Human Resource Administration (3)** This course is designed to acquaint the graduate business student with the many facets of work force management, emphasizing the recruiting, selection, development, rewarding and motivating of an organization's human resources. Prerequisite: management foundation.

**BUS 522. Labor Relations (3)** A survey of the historical underpinnings of union-management relations, coupled with an intensive review of labor law, leads to analysis of contemporary labor relations issues. Special attention is devoted to the collective bargaining process, alternative dispute resolution, and contract negotiation and implementation. Prerequisite: management foundation.

**BUS 525. Leadership (3)** A study of the nature of leadership in organizational and social settings through case and literature analysis. Leader effectiveness is examined in terms of personal traits and organizational influence, including sources of leader power, decision making, servant leadership, and transformational change.

**BUS 531. Legal Environment of Business (3)** This course places emphasis on an understanding of the courts and government as they relate to business. Topics include litigation and arbitration, administrative law, product liabilities, business organizations, employer-employee relationship, discrimination, union activity, and consumer and social protection laws.

**BUS 580. Production and Operations Management (3)** This course is designed to provide a background in production and operations management in manufacturing and service operations by teaching students the effective tools of decision-making. Prerequisite: BUS 540.

**BUS 591. International Business (3)** An examination of the internal and external environment facing firms involved in the international marketplace. The course

examines economic, political, management, marketing, and financial implications of doing business in an international setting. No prerequisites, although economics, management, and marketing foundations are highly recommended.

**BUS 592. Conflict Management (3)** This course explores various methods of conflict resolution at different organizational levels. It also deals with causes of conflict and the process of conflict management. The case-study method of teaching is employed.

**BUS 595. Special Topics (3)** The content of the course will be designed to meet the academic and professional needs of M.B.A. students.

## GRADUATE PROGRAMS IN TEACHER EDUCATION

**Program Director:** Dr. Ann A. Adams, 251-380-3479

Spring Hill College offers two graduate degrees in teacher education: the Master of Science (M.S.) degree in three areas of study—early childhood education, elementary education, and secondary education in the teaching areas of English language arts, general social science, and history—and the Master of Arts in Teaching (M.A.T.) degree for persons who have a bachelor's degree in a field other than education, in three areas of study—early childhood education, elementary education, and secondary education in the teaching areas of English language arts, general social science, and history. Completion of all requirements for either degree leads to eligibility for Alabama Class A certification. All programs are approved by the Alabama State Board of Education.

Graduate work in education is a part of a sequential process, extending from the earliest undergraduate experiences to the fulfillment of advanced study that leads to the highest level of mastery. The purpose of graduate programs in education at Spring Hill is to provide students with challenging opportunities to expand their knowledge and to develop into master teachers. The influence of Spring Hill and its commitment to value-oriented programs are reflected throughout the curriculum.

***Policies and regulations governing the issuance of teacher certificates are under the authority of the Alabama State Board of Education. Spring Hill College cannot assume responsibility for changes in certification requirements due to changes in Alabama State Board of Education policies and/or regulations.***

***Changes in any teacher education program apply to currently enrolled students.***

Course work and/or a degree accepted from institutions outside the United States must be substantiated by an evaluation of the foreign credentials from a state, federal, or private foreign credential evaluation service recognized by the State of Alabama Teacher Education and Certification Office.

Information regarding alternative routes to certification in the State of Alabama is available in the Division of Teacher Education Office.

The Division of Teacher Education, in accordance with Section 290-3-3.02 (6) of the Rules of the Alabama State Board of Education, guarantees the success of individuals who complete its approved programs and are employed in their area(s) of specialization in the State of Alabama. The Division of Teacher Education shall

provide remediation at no cost to a graduate who has been recommended by the Division's Certification Office and who, within two years after program completion, is deemed by his/her principal to be unsatisfactory based on performance evaluations established by the Alabama State Board of Education. Notification to the Division of Teacher Education by the Alabama State Board of Education must occur within two years following program completion.

In any situation where unsatisfactory performance, based upon Alabama State Board of Education evaluation, has been determined, the Spring Hill College Division of Teacher Education faculty make final determination as to the type of remediation required. Also, the teacher education faculty reserve the right to have the graduate in need of remediation return to the Spring Hill College campus in Mobile, Alabama, for additional course work and/or laboratory field experience activities. Should a graduate need to return to the College campus for remediation, the College does not assume any responsibility for general living income or expenses including, but not limited to, loss of income, transportation, room and board or lodging, meals, etc. The only responsibility the College assumes is the cost of tuition and the cost of texts for the course(s) that a graduate may be required to complete.

Because of the need for knowledge and abilities that reflect current rules and standards of the Alabama State Board of Education, no credits in professional studies (EDU courses), in general studies, and in the teaching field used to satisfy teacher education requirements for certification, earned prior to six years before current matriculation at Spring Hill College will be accepted without evaluation by the teacher education faculty. Transfer credit for up to nine semester hours of appropriate graduate course work from another accredited institution may be accepted upon satisfaction of all conditions of admission. Transfer of graduate course work requires submission of the appropriate official graduate transcript(s). (See "Transfer of Credit from Other Institutions" in the Graduate Program Policies section of this *Bulletin* for more details.)

Undergraduate courses which are cross-listed as graduate courses may not be repeated for graduate credit.

Fifth-year and alternative fifth-year graduate students follow Alabama State Board of Education teacher education programs approved in October 2006.

## FACULTY

Date in parentheses ( ) after each name is the date of initial faculty appointment. Service has not necessarily been continuous since then

Ann A. Adams (2000) *Associate Professor, Division Chair and Director of Teacher Education*—Ed.D., Mississippi State University, 1971; Teaching Areas: Early Childhood, Elementary and Secondary; Curriculum; Reading.

Leona O. Rowan (2001) *Associate Professor*—Ed.D., Auburn University, 1985; Teaching Areas: Early Childhood and Elementary Schools; Curriculum.

Lois A. Silvernail (1987) *Professor*—Ed.D., Auburn University, 1987; Teaching Areas: Elementary and Early Childhood Curriculum.



Mitzie L. Sowell (2007) *Assistant Professor*—Ph.D., Auburn University, 2006. Teaching Areas: Curriculum and Teaching.

## MASTER OF SCIENCE IN EDUCATION

The M.S. degree may be pursued by persons who hold, or are eligible for, Alabama Class B teacher certification. A program plan is developed for each graduate student in order to assure that, within certain parameters, each person's needs are met. Each plan reflects a combination of program requirements and the student's choice of advisor-approved course options. Students pursuing the M.S. degree take courses reserved exclusively for graduate students.

## ADMISSION REQUIREMENTS

Students may attain full standing through either conditional or unconditional admission status. Unconditional status gives full admission upon entry, while conditional status requires the fulfillment of specific performance criteria before attaining full standing. The admission process for all prospective students requires official transcripts from all colleges attended, mailed directly to the Office of Graduate and Continuing Studies by the appropriate registrar. The following criteria apply in determining the student's initial type of admission.

### For Unconditional Admission:

1. A bachelor's degree from a regionally accredited institution.
2. Class B certification or eligibility for the Class B certificate in an appropriate teaching field.
3. An undergraduate GPA of 3.0 on a 4.0 scale.
4. A written evaluation of the applicant's effectiveness as a teacher.
5. A test score report reflecting a minimum percentile score of 50 in the intended major on the Miller Analogies Test or a score of at least the 50th percentile on each of the subtests of the Core Battery of the National Teacher Examination or of comparable Praxis tests, or a total verbal and quantitative score of 1000, with at least 500 on the verbal subtest and 450 on the quantitative subtest of the Graduate Record Examination.
6. Attendance at the orientation session required for all new students during their first term of enrollment.

All applicants whose native language is not English must also submit a satisfactory report on the TOEFL prior to admission.

### For Conditional Admission:

1. A bachelor's degree from a regionally accredited institution.
2. Approval by the Provost and Vice President for Academic Affairs.

To attain full standing from conditional admission, i.e., to progress beyond the first six hours of course work, the student must meet the following criteria:

1. Complete the first six hours of graduate course work at Spring Hill College with a B average if the undergraduate GPA is less than 3.0 on a 4.0 scale.
2. Provide an official test score report reflecting: a) a percentile score of at least 18 in the intended major on the Miller Analogies Test (MAT), or b) a combined total score of 900 on the verbal and quantitative subtests of the Graduate Record Examination (GRE), including minimums of 450 on the verbal subtest and 400 on the quantitative subtest, or c) a minimum score of 152 on the K-6 test, or the 5-9 test, or the 7-12 test on the Praxis II Principles of Teaching and Learning (PT&L) examination.
3. Provide a satisfactory written evaluation of the applicant's effectiveness as a teacher.
4. Submit a copy of current or last (if expired) teaching certificate.
5. Clear any incomplete grade(s).
6. Hold Class B certification or be eligible for the Class B certificate in the appropriate teaching field.
7. Attend the orientation session required for all new students during their first term of enrollment.

## **RETENTION REQUIREMENTS**

1. Students must maintain a cumulative grade point average of at least 3.0.
2. If in the course of the student's progressing through the program, deficiencies in knowledge, skills, teaching performance, or dispositions for teaching become evident, the teacher education faculty will meet to discuss the observed deficiency to determine a course of action.

## **GRADUATION REQUIREMENTS**

1. Completion of the thirty-three-hour program with a cumulative grade point average of 3.0.
2. Satisfactory performance on each portion of a written comprehensive examination during the last term of the student's program. All courses taken prior to the last term must have been successfully completed to be eligible for the comprehensive examination. A comprehensive examination is administered in each teaching field for which a student wishes to receive certification. If the student submits an official score report indicating satisfactory performance in the appropriate content area(s) on the Praxis II Multiple Subjects Assessment Test (MSAT), the comprehensive examination will be comprised of professional studies (EDU non-teaching field) courses only. Students who do not submit an official score report will be required to take a comprehensive examination comprised of questions to be derived from both teaching field and professional studies course work.

3. M.S. students do not participate in regularly scheduled laboratory experiences, but rather utilize their classrooms' activities and student participation to document course field assignments.
4. Completion of the program within six calendar years of entrance into graduate studies at Spring Hill College.

## ALABAMA CERTIFICATION REQUIREMENTS

Students who wish to enroll in course work for the purpose of renewing an Alabama teaching certificate may enroll in up to nine hours of graduate course work with submission of a copy of their Alabama certificate. Students who successfully complete the hours of course work for renewal may apply those hours toward an M.S. degree. In this case, all criteria for full standing must be met to progress beyond the hours of course work completed to renew the certificate.

Students seeking to reinstate a lapsed certificate should contact the division's certification officer or the Teacher Education Office.

For students who have not previously satisfied the special education requirement, a general survey course is required. The number of hours of electives may be reduced to account for the hours taken in special education.

Students seeking admission to alternative routes for certification, including the Alternative Baccalaureate Certification (ABC) program and the Additional Teaching Field Approach (Supplement CBT) must submit required documentation indicating their eligibility for these programs. Documentation may include copies of the letter of recommendation by the principal of the school in which the student is employed, a current Alabama teaching certificate, verification of grade level/discipline in which the applicant is teaching, test scores reports and/or other paperwork deemed necessary by the program director. For more information contact the Teacher Education Office.

## PROGRAMS

An outline of each program follows:

### Master of Science in Early Childhood Education

The program in early childhood education is concerned with children from pre-school through grade three (P-3) and consists of eleven courses (33 semester hours) from the following:

#### **Teaching Field (18 hours)**

EDU 520	Computer-Based Instructional Technologies
EDU 531	Language Development and Activities for Early Childhood Education

Choose 12 hours from advisor-approved program electives appropriate to the early childhood curriculum.

#### **Special Education (3 hours)**

EDU 517	Survey of Exceptionality *
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**Required Courses (12 hours)**

EDU 501	Strategies for Creative Classroom Management
EDU 504	Issues and Innovations in Early Childhood Education
EDU 514	Psychological Interpretations of Learning & Development
EDU 526	Research Methodology and Evaluation in Education

**Electives (0-3 hours) \*\***

\*Required for students who have not taken an undergraduate course in this area.

\*\*No advisor-approved elective is required if EDU 517 is completed.

## **Master of Science in Elementary Education**

The program in elementary education focuses on teaching and learning from kindergarten to grade six (K-6) and consists of eleven courses (33 semester hours) from the following:

**Teaching Field (18 hours)**

EDU 520	Computer-Based Instructional Technologies
EDU 562	Trends and Practices in the Total Reading Program

Choose 12 hours from advisor-approved program electives appropriate to the elementary curriculum.

**Special Education (3 hours)**

EDU 517	Survey of Exceptionality*
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**Required Courses (12 hours)**

EDU 501	Strategies for Creative Classroom Management
EDU 502	Curriculum and Instruction for the Elementary School
EDU 514	Psychological Interpretations of Learning and Development
EDU 526	Research Methodology and Evaluation in Education

**Elective (0-3 hours)\*\***

\*Required for students who have not taken an undergraduate course in this area.

\*\*No advisor-approved elective is required if EDU 517 is completed.

## **Master of Science in Secondary Education**

The program in secondary education certification is concerned with students from grades six through twelve (6 - 12) and consists of eleven courses (33 semester hours) from the following:

**Teaching Field (12 hours)**

Choose one teaching field: History, English Language Arts, or General Social Science. Courses selected from certification area with consent of advisor.

<u>History</u> *	
HIS	12 hours
<u>English Language Arts</u> + **	
ENG	9 hours
CMM/THR	3 hours
<u>General Social Science</u> + ***	
HIS	3 hours
HIS/ECO/POL/GEO	6 hours
ECO/POL	3 hours

**Special Education (3 hours)**

EDU 517 Survey of Exceptionality \*\*\*\*

**Additional Required Courses (18 hours)**

EDU 501	Strategies for Creative Classroom Management
EDU 503	Curriculum, Instruction, and Teaching Methodology for the Secondary School
EDU 514	Psychological Interpretations of Learning & Development
EDU 520	Computer-Based Instructional Technologies
EDU 526	Research Methodology and Evaluation in Education
EDU 565	Reading in the Content Areas

**Electives (3 hours) \*\*\*\*\***

Selected with consent of advisor

- + English Language Arts and General Social Science require at least one course in two areas.
- \*Bachelor's certification must be in History.
- \*\*Bachelor's certification may be in English, English Language Arts, or Language Arts.
- \*\*\*Bachelor's certification must be in General Social Science.
- \*\*\*\*EDU 517 is required if an undergraduate course was not taken in this area.
- \*\*\*\*\*If EDU 517 was previously completed.

**MASTER OF ARTS IN TEACHING**

The M.A.T. degree is designed for persons whose baccalaureate degree is in a field other than education. This program allows prospective teachers to integrate knowledge gained through undergraduate course work with graduate studies in education. While all course work may be taken during evening sessions, daytime availability is **required** in order to satisfy laboratory components and onsite visits to classrooms in cooperating schools.

**ADMISSION REQUIREMENTS**

Students may attain full standing through either conditional or unconditional admission status. Unconditional admission status gives full standing upon entry,

while conditional status requires the fulfillment of specified performance criteria before attaining full standing. The admission process for all prospective students requires official transcripts from all colleges attended, mailed directly to the Office of Graduate and Continuing Studies by the appropriate registrar.

A transient student who has completed more than twelve semester hours in a non-degree-seeking status is not eligible to apply for degree-seeking status. Such a decision must be made within the initial twelve semester hours of study. Should a transient student apply for degree-seeking status, only nine semester hours taken in transient status may be applied toward the degree program.

Applicants enrolling on a non-degree basis to complete undergraduate course work required for admission to the M.A.T. program must earn grades of B- or better on all undergraduate work attempted, and must demonstrate measurable progress in completing the required course work.

The following criteria apply in determining the student's initial admission status:

**For Unconditional Admission:**

1. An official test score report reflecting passing scores in reading, writing and mathematics on the Praxis I test.
2. A bachelor's degree from a regionally accredited institution reflecting an overall grade point average of at least 2.5 (on a 4.0 scale) on the transcript indicating conferral of the degree.
3. An official test score report reflecting a combined score of 1000 on the verbal and quantitative subtests of the Graduate Record Examination or a percentile score of at least 69 on the Miller Analogies Test.
4. An overall GPA of 3.0 (on a 4.0 scale) on all college work attempted.
5. A minimum of 60 semester hours or 90 quarter hours of general studies undergraduate course work that must include humanities, social science, mathematics, and science; and which must also include the number of hours required in the chosen teaching field (see items A-D below). For students in early childhood and elementary education the general studies undergraduate course work must include four courses equaling at least 12 semester hours in each of the following areas: English language arts, mathematics, social science, and science. Only grades of "C-" or better are accepted to meet the admission requirements.
  - A. Early Childhood and Elementary Education program teaching field requirements: Twenty-seven (27) semester or forty (40) quarter hours of undergraduate course work appropriate to the teaching field. Only grades of "C-" or better are used to meet the admission requirements.
  - B. Secondary English Language Arts program teaching field requirements: Fifty-four (54) semester hours of undergraduate course work, including course work in English (literature, grammar, and composition), reading, speech, drama/theater, and journalism. Applicants must have completed an undergraduate academic major—or have

completed course work equivalent to an undergraduate academic major (32 semester hours in appropriate course work with at least 21 semester hours in upper-division course work)—in one academic area (English, drama/theater, journalism, reading, or speech). Only grades of “C-” or better are used to meet the admission requirements.

- C. Secondary General Social Science program teaching field requirements: Fifty-four (54) semester hours of undergraduate course work including course work in economics, geography, history, political science, psychology, and sociology. Applicants must have completed an undergraduate academic major—or have completed course work equivalent to an undergraduate academic major (32 semester hours in appropriate course work with at least 21 semester hours in upper-division course work)—in one social science area (economics, geography, history, political science, psychology, or sociology). Only grades of “C-” or better are used to meet the admission requirements.
- D. Secondary History program teaching field requirements: Thirty-six (36) semester hours of undergraduate course work in history. At least 21 semester hours of the above required hours must be in upper-division work. Only grades of “C-” or better are used to meet the admission requirements.

**For Conditional Admission:**

- 1. A bachelor’s degree from a regionally accredited institution reflecting an overall grade point average of at least 2.5 (on a 4.0) scale on the transcript indicating conferral of the degree.
  - 2. An overall GPA of 2.5 (on a 4.0 scale) on all courses used to meet general studies and teaching field requirements.
  - 3. A minimum of 60 semester hours or 90 quarter hours of general studies undergraduate course work that must include humanities, social science, mathematics, and science; and which must also include the number of hours required in the chosen teaching field (see items A-D below). For students in early childhood and elementary education the general studies undergraduate course work must include four courses equaling at least 12 semester hours in each of the following areas: English language arts, mathematics, social science, and science. Only grades of “C-” or better are used to meet the above requirements.
- A. Early Childhood and Elementary Education program teaching field requirements: Twenty-seven (27) semester or forty (40) quarter hours of undergraduate course work appropriate to the teaching field. Only grades of “C-” or better are used to meet the requirements.

- B. Secondary English Language Arts program teaching field requirements: Fifty-four (54) semester hours of undergraduate course work, including course work in English (literature, grammar, and composition), reading, speech, drama/theater, and journalism. Applicants must have completed an undergraduate academic major—or have completed course work equivalent to an undergraduate academic major (32 semester hours in appropriate course work with at least 21 semester hours in upper-division course work)—in one academic area (English, drama/theater, journalism, reading, or speech). Only grades of “C-” or better are used to meet the requirements.
- C. Secondary General Social Science program teaching field requirements: Fifty-four (54) semester hours of undergraduate course work including course work in economics, geography, history, political science, psychology, and sociology. Applicants must have completed an undergraduate academic major—or have completed course work equivalent to an undergraduate academic major (32 semester hours in appropriate course work with at least 21 semester hours in upper-division course work)—in one social science area (economics, geography, history, political science, psychology, or sociology). Only grades of “C-” or better are used to meet the requirements.
- D. Secondary History program teaching field requirements: Thirty-six (36) semester hours of undergraduate course work in history, with at least 21 semester hours in upper-division work. Only grades of “C-” or better are used to meet the requirements.

To attain full standing from conditional admission, i.e., to progress beyond the first six hours of course work, the student must meet the following criteria:

- 1. An official test score report reflecting passing scores in reading, writing and mathematics on the Praxis I test.
- 2. An official test score report reflecting a combined score of 900 on the verbal and quantitative subtests of the Graduate Record Examination or a percentile score of at least 40 on the Miller Analogies Test.
- 3. Completion of the first six hours of graduate course work at Spring Hill College with a B average if the undergraduate GPA is less than 3.0 on a 4.0 scale.
- 4. Satisfactory completion of all undergraduate course work deficiencies.
- 5. Clearance of any incomplete grade(s).

## **RETENTION REQUIREMENTS**

- 1. Students must maintain a cumulative grade point average of 3.0.
- 2. The normal full-time course load is nine hours. Students may carry up to twelve hours with advisor approval. No more than twelve hours can be taken in any term or in any overlapping terms.



3. All course work in the program must be taken in regular class situations and must be successfully completed prior to the internship. After students have enrolled in the program, all remaining requirements must be completed at Spring Hill College.
4. If in the course of the student's progressing through the curriculum, gaps in knowledge, skills, or teaching performance become evident in any academic area at the undergraduate or graduate level, the teacher education faculty will meet to discuss the observed deficiency to determine a course of remediation. This will be communicated to the student and the student must complete the remediation prior to continuing the program.
5. Demonstrated potential for teaching, including successful performance in laboratory and five-day structured field experiences.
6. Submission of an official report reflecting a passing score on all sections of the Alabama Prospective Teacher Test. M.A.T. students will be required to take this exam at mid-point in their graduate programs (approximately 12-15 semester hours) and may not proceed beyond 18 semester hours until evidence of a passing score is on file.
7. Application for internship; review of performance and approval by the teacher education faculty. The full-time internship takes place in an approved local school.
8. Students who do not attend the required orientation session during their first term will not be permitted to enroll in laboratory courses beyond their first term until they attend another regularly scheduled orientation session. A new student enrolled in laboratory experience courses in the first term may be administratively withdrawn from the courses in question if the student fails to attend the required orientation.
9. Failure to perform or conduct oneself according to the rules and guidelines for laboratory experiences or the internship can result in the teacher education faculty's refusal to permit a student to continue in the teacher education program.

## **LABORATORY EXPERIENCE REQUIREMENTS**

1. Daytime availability is necessary for laboratory experiences in the local schools. Some courses may also require observations, case studies, or other school-related assignments. These experiences must be successfully completed.
2. Laboratory field experiences take place in a wide variety of diverse school settings and maximize experiences in the school(s) where the student will be assigned for the internship. Students employed in a school setting may complete no more than one laboratory experience in said school with approval of the Coordinator of Laboratory Experiences.

3. Laboratory experiences required in daytime courses will be for three weeks. Laboratory experiences required in daytime courses will be for 12 days. Students in all programs must complete laboratory experiences in blocks of at least three hours. Should the daytime student opt for a one-week laboratory experience, the experience will be for a full school day (the cooperating teacher's official beginning and ending day) for five days; should an evening student opt for the one-week laboratory experience, the experience will be a full day for five consecutive days. If the scheduled daytime and evening laboratory experiences overlap, students enrolled in both sessions must complete enough additional hours in the school(s) to satisfy the 35 hour minimum required for each session.
4. Laboratory experiences are to be completed during the two- or three-week period specifically scheduled for the experiences.
5. Students in all programs must satisfactorily complete *at least* two full-time, five-day structured field experiences in local cooperating schools. Placements must be approved by the teacher education faculty. These experiences are in addition to and separate from the regularly scheduled laboratory experiences and must be completed prior to the internship term. Five-day field experiences will not be approved until the student has satisfied all conditions of admission and attended the division's required new student orientation. See teacher education faculty advisor or the Teacher Education Office for details.
6. Students may enroll in no more than two laboratory experience courses in any one term. Students attending overlapping terms must complete the separate and specific lab requirements for each term. A third laboratory course may be approved by the student's advisor on a one-time basis to assist in a timely completion of the program and will require an additional one-week (35 hours) in the cooperating school. No more than three lab courses may be taken in any one session.
7. Attendance at a training session of the Children and Adolescent Protection Program, sponsored by the Office of Child and Adolescent Protection through the Archdiocese of Mobile. This training session will be provided in education courses to be selected by the teacher education faculty. The student is responsible for payment of the required fee.

## GRADUATION REQUIREMENTS

1. Completion of the thirty-nine-hour program with a cumulative grade point average of 3.0.
2. A passing score report in the appropriate content area of the Praxis II Multiple Subjects Assessment Test (MSAT) must be on file before registration for the internship term will be approved.
3. Satisfactory performance on each portion of a comprehensive written examination, designed by the institution and developed from selected professional studies (EDU) courses. The comprehensive examination is administered in the final (internship) term of the student's program.

4. Demonstrated readiness to teach through on-the-job performance as an intern. The internship takes place in an approved school in the vicinity of Mobile. The internship shall be full-time in the schools as a teacher for a full semester, and a minimum of three hundred clock hours, which should not be limited to one classroom or grade-level, with experiences of the intern progressing to the full responsibilities of the teacher for at least twenty days including at least ten consecutive days.

For secondary students seeking certification in two teaching fields, the internship must include equivalent experiences in both teaching fields. Therefore, observation and teaching duties must be divided as evenly as possible between the two fields. Interns in a comprehensive teaching field must observe and teach in at least two areas within the field. Concepts from all areas should be integrated into instructional plans whenever possible.

For early childhood programs, the internship shall include a pre-school or kindergarten placement unless substantial field experiences were completed at those levels. For elementary education programs, the internship shall include upper and lower elementary-level placements unless substantial field experiences were completed at both levels.

An internship is required for completion of all master's level alternative fifth-year programs at Spring Hill College. The teacher education faculty will not waive the internship requirement. Additionally, the appropriate internship must be completed in an approved local school, under the direct supervision of Spring Hill College teacher education faculty. Internships will not be approved in a school where the student is or has recently been employed.

The internship course is the final experience in the program. All other courses and program requirements must have been successfully completed before beginning the internship.

Grades for the internship are determined by the teacher education faculty.

Should the teacher education faculty terminate an internship, the teacher education faculty decides whether a second and *final* internship may take place. The student must delay at least one semester but not more than two semesters, should a second and *final* internship be permitted. The teacher education faculty determines the conditions, site, cooperating teacher, etc., under which the second and *final* internship takes place, if it does. Should the second and *final* internship be unsatisfactory, the student's teacher education program will be terminated, *and* the student will not at any time in the future be recommended for a teaching certificate to *any* licensing agency.

5. Completion of the program within six calendar years of entrance into graduate studies at Spring Hill College.

## PROGRAMS

An outline of each program follows:

### **Master of Arts in Teaching in Early Childhood Education**

The program in early childhood education focuses on teaching and learning in pre-school through grade three (P-3) and consists of 39 semester hours as shown below. *Courses require daytime availability for laboratory experiences in school settings.*

#### **Curriculum and Teaching (6 hours)**

- EDU 501 Strategies for Creative Classroom Management  
EDU 504 *or* Issues and Innovations in Early Childhood Education *or*  
EDU 570 Fundamentals of Teaching Young Children

#### **Professional Studies (3 hours)**

- EDU 514 Psychological Interpretations of Learning and  
Development

#### **Special Education (3 hours)**

- EDU 517 Survey of Exceptionality

#### **Technology (3 hours)**

- EDU 520 Computer-Based Instructional Technologies

#### **Evaluation of Teaching and Learning (3 hours)**

- EDU 526 Research Methodology and Evaluation in Education

#### **Reading (3 hours)**

- EDU 562 *or* Trends and Practices in the Total Reading Program *or*  
EDU 575 Essentials of Teaching Reading

#### **Teaching Field (15 hours)**

- EDU 530 *or* Teaching Social Concepts in Early Childhood Education *or*  
EDU 580 The Contemporary Social Studies Program  
EDU 531 *or* Language Development and Activities for Early  
Childhood Education *or*  
EDU 581 Language Arts and Literature in the School Program  
EDU 552 *or* Creative and Critical Thinking Approaches to Teaching  
Science *or*  
EDU 582 Teaching Science through Discovery  
EDU 553 *or* Mathematics Education: A Problem-Solving Approach *or*  
EDU 583 Promoting Meaningful Mathematics Instruction  
EDU 558 *or* Fine Arts in the Elementary Classroom *or*  
EDU 563 Analysis and Correction in Reading

#### **Internship (3 hours)**

- EDU 595 Internship in Early Childhood Education

## Master of Arts in Teaching in Elementary Education

The program in elementary education focuses on teaching and learning in kindergarten through grade six (K-6) and consists of 39 semester hours as shown below. *Courses require daytime availability for laboratory experiences in school settings.*

### **Curriculum and Teaching (6 hours)**

- EDU 501 Strategies for Creative Classroom Management  
 EDU 502 *or* Curriculum and Instruction for the Elementary School *or*  
 EDU 571 Critical Issues in Curriculum and Teaching

### **Professional Studies (3 hours)**

- EDU 514 Psychological Interpretations of Learning & Development

### **Special Education (3 hours)**

- EDU 517 Survey of Exceptionality

### **Technology (3 hours)**

- EDU 520 Computer-Based Instructional Technologies

### **Evaluation of Teaching and Learning (3 hours)**

- EDU 526 Research Methodology and Evaluation in Education

### **Reading (3 hours)**

- EDU 562 *or* Trends and Practices in the Total Reading Program *or*  
 EDU 575 Essentials of Teaching Reading

### **Teaching Field (15 hours)**

- EDU 540 *or* Problems in the Social Studies Program *or*  
 EDU 580 The Contemporary Social Studies Program  
 EDU 541 *or* Issues in the Language Arts Program *or*  
 EDU 581 Language Arts and Literature in the School Program  
 EDU 552 *or* Creative and Critical Thinking Approaches to  
                   Teaching Science *or*  
 EDU 582 Teaching Science through Discovery  
 EDU 553 *or* Mathematics Education: A Problem-Solving Approach *or*  
 EDU 583 Promoting Meaningful Mathematics Instruction  
 EDU 558 *or* Fine Arts in the Elementary Classroom *or*  
 EDU 563 Analysis and Correction in Reading

### **Internship (3 hours)**

- EDU 596 Internship in Elementary Education

## Master of Arts in Teaching in Secondary Education

The program in secondary education certification is concerned with students from grades six through twelve (6-12) and consists of 39 semester hours as shown below. *Courses require daytime availability for laboratory experiences in school settings. All courses earn three semester hours of credit unless otherwise noted.*

**Curriculum and Teaching (6 hours)**

- EDU 501 Strategies for Creative Classroom Management  
EDU 505 Curriculum, Instruction, and Teaching Methodology  
for the Secondary School (2 credit hours)  
EDU 506 Lab: Curriculum, Instruction, and Teaching Methodology  
in Social Science/History (1 credit hour) *or*  
*or*  
EDU 507 Lab: Curriculum, Instruction, and Teaching Methodology  
in English Language Arts (1 credit hour)

**Professional Studies (3 hours)**

- EDU 514 Psychological Interpretations of Learning & Development

**Special Education (3 hours)**

- EDU 517 Survey of Exceptionality

**Technology (3 hours)**

- EDU 520 Computer-Based Instructional Technologies

**Evaluation of Teaching and Learning (3 hours)**

- EDU 526 Research Methodology and Evaluation in Education

**Reading (3 hours)**

- EDU 565 Reading in the Content Areas

**Teaching Field (15 hours)**

Choose one teaching field: History, English Language Arts, or General Social Science. Courses selected from one certification area with consent of advisor.

English Language Arts \*

- |                        |         |
|------------------------|---------|
| ENG                    | 9 hours |
| ENG/CMM/THR            | 3 hours |
| LIS program elective** | 3 hours |

General Social Science \*

- |                        |         |
|------------------------|---------|
| HIS                    | 3 hours |
| HIS/ECO/GEO            | 3 hours |
| HIS/ECO/POL            | 3 hours |
| ECO/POL                | 3 hours |
| LIS program elective** | 3 hours |

History

- |                        |          |
|------------------------|----------|
| HIS                    | 12 hours |
| LIS program elective** | 3 hours  |

**Internship (3 hours)**

- EDU 594 Internship in Secondary Education\*\*\*

\*English Language Arts and General Social Science certification fields require at least one course in two areas.

\*\*Interdisciplinary course titles must identify the elements of the teaching field.

\*\*\*For mid-level and secondary programs, the internship shall be divided between two teaching fields, if applicable.

## COURSE DESCRIPTIONS

**EDU 501. Strategies for Creative Classroom Management (3)** An examination of prominent theories and research regarding instructional and management strategies and their relationship to teacher effectiveness. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 502. Curriculum and Instruction for the Elementary School (3)** A study of the research involving curricular designs and their impact on the elementary school classroom. Attention is given to planning, developing, and evaluating curricula for effective teaching and instruction. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 503. Curriculum, Instruction, and Teaching Methodology for the Secondary School (3)** A study of the current research and practice involving curricular designs and their impact on the secondary school. Attention is given to content-related teaching methodologies and pedagogy proven effective in the secondary school. Prerequisite: Acceptance into graduate studies in education. Required for M.S. students.

**EDU 504. Issues and Innovations in Early Childhood Education (3)** A general curriculum course with emphasis on researching the strengths and weaknesses of current models and identifying critical problems and projected solutions. Prerequisite: Acceptance into graduate studies in education.

**EDU 505. Curriculum, Instruction, and Teaching Methodology for the Secondary School. (2)** A study of the current research and practice involving curricular designs and their impact on the secondary school. Attention is given to content-related teaching methodologies and pedagogy proven effective in the secondary school. Required for M.A.T. students. Co-requisite: EDU 506 or EDU 507.

**EDU 506. Lab: Curriculum, Instruction, and Teaching Methodology in Social Science/History (1)** To accompany EDU 505. This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in social science/history while instructing students and managing their behavior. Co-taught by EDU 505 instructor and current practitioner in the student's teaching field. This laboratory course, required for M.A.T. students, will be held during the day in a public, private, or parochial school. Co-requisite: must be registered for EDU 505.

**EDU 507. Lab: Curriculum, Instruction, and Teaching Methodology in English Language Arts (1)** To accompany EDU 505. This course is designed to demonstrate the student's ability to implement instructional strategies and methodology in English language arts while instructing students and managing their behavior. Co-taught by EDU 505 instructor and current practitioner in the student's teaching field. This laboratory course, required for M.A.T. students, will be held during the day in a public, private, or parochial school. Co-requisite: must be registered for EDU 505.

**EDU 514. Psychological Interpretations of Learning and Development (3)** Current research and educational applications of theories of learning and development with emphasis on their relationship to educational products, programs, and techniques. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 517. Survey of Exceptionality (3)** Advanced study of the full range of exceptionality in children. Examination of etiology, prevention, emerging issues, and current methodologies. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 520. Computer-Based Instructional Technologies (3)** A study of the historical, social, and educational context of computers; hands-on experience with computers in the areas of computer systems, software, operations, word processing, databases, spreadsheets, graphics, telecommunications, and adaptive devices. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 521. Current and Emerging Instructional Technologies (3)** Study of and experience with software and applications of emerging technologies including Hypermedia, distance learning, animation, desktop publishing, and optical technology. Prerequisite: Acceptance into graduate studies in education, and EDU 520 or approval of instructor.

**EDU 522. Curriculum Integration of Technology (3)** Study of and experience with the integration of technology in the curriculum focusing on evaluation of educational software, instructional design, production techniques involving repurposing of videodiscs, video compression, and validation skills. Prerequisite: Acceptance into graduate studies in education and EDU 521.

**EDU 526. Research Methodology and Evaluation in Education (3)** A survey of research methods appropriate to the educator. The development, administration, evaluation, and interpretation of educational assessment, including creating plans that integrate teaching and assessment; designing objective, performance, and portfolio assessments; evaluating students and discussing evaluations with parents; and interpreting standardized tests. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 530. Teaching Social Concepts in Early Childhood Education (3)** Social learning for the young child with emphasis on individual socialization, cultural differences, consumerism, career awareness, and other societal concerns. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 531. Language Development and Activities for Early Childhood Education (3)** Study of the theories and stages of growth in language; development of teaching strategies and provision of a classroom environment to promote language growth. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 540. Problems in the Social Studies Program (3)** A study of problems encountered in working with social studies in the elementary classroom. The focus is on teaching for thinking. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 541. Issues in the Language Arts Program (3)** Problems related to children's oral and written language are examined in the context of research findings and implications. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 551. Helping Children and Adolescents Explore Their Literature (3)** Studying the literature for children and adolescents with an emphasis on examining its structure and potential influence on the developing individual. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.



**EDU 552. Creative and Critical Thinking Approaches to Teaching Science**

**(3)** A study of creative and critical thinking approaches to teaching science. The course is designed to assist teachers with science programs for both the young and the older elementary student. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 553. Mathematics Education: A Problem-Solving Approach (3)** Advanced study of principles, procedures, and materials for teaching mathematics to children. Examination of evaluation processes as well as current problems and solutions in mathematics education. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 558. Fine Arts in the Elementary Classroom (3)** This course is designed to provide skills necessary to work with elementary and early childhood children in the areas of art and music. Emphasis will be placed on integrating art and music into the social studies, science, language arts and mathematics programs. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 561. Improving Reading Instruction, Elementary Emphasis (3)** Surveys current trends and strategies in teaching reading and provides opportunities for improving and evaluating approaches and skill development. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 562. Trends and Practices in the Total Reading Program (3)** Aids the teacher in gaining perspective and sound direction in reading; early education through advanced levels. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 563. Analysis and Correction in Reading (3)** Analysis of problems encountered in the diagnostic-prescriptive process and use of these insights in improving corrective and remedial reading procedures. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 565. Reading in the Content Areas (3)** Focuses on effective reading practices in content areas, with major emphases on the nature of the subject matter, application of instructional strategies to develop the reading process, and knowledge of cognitive strategies to promote literacy. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 570. Fundamentals of Teaching Young Children (3)** History and development of early childhood education, with emphasis on characteristics and abilities needed by teachers. Supervised laboratory experiences. Prerequisite: Acceptance into graduate studies in education.

**EDU 571. Critical Issues in Curriculum and Teaching (3)** Examination of the societal and professional influences on school programs and instruction. Classroom experience component. Prerequisite: Acceptance into graduate studies in education.

**EDU 575. Essentials of Teaching Reading (3)** Study of the foundation for and acquisition of literacy, with emphasis on describing outward signs of inward progress from which useful instructional goals may be formulated. Supervised laboratory experiences. Prerequisite: Acceptance into graduate studies in education.

**EDU 577. Assessment and Reading Instruction (3)** Development of practical techniques designed to use diagnostic-instructional approaches with students of diverse experiences and capabilities. Supervised laboratory experiences. Prerequisite: Acceptance into graduate studies in education.

**EDU 580. The Contemporary Social Studies Program (3)** Social studies curriculum, teaching, and media for children ages four through eleven, including a study of problems encountered in social studies instruction. Laboratory experiences with children are an integral part of this course. Prerequisite: Acceptance into graduate studies in education.

**EDU 581. Language Arts and Literature in the School Program (3)** Language arts curriculum, teaching, and media for children ages four through eleven, including the survey and use of appropriate literature. Laboratory experiences with children are an integral part of this course. Prerequisite: Acceptance into graduate studies in education.

**EDU 582. Teaching Science through Discovery (3)** Science curriculum, teaching, and media for children ages four through eleven, including the study of health and safety instruction in schools. Laboratory experiences with children are an integral part of this course. Prerequisite: Acceptance into graduate studies in education.

**EDU 583. Promoting Meaningful Mathematics Instruction (3)** Mathematics curriculum, teaching and media for children ages four through eleven, including the application of instructional technology to teaching mathematics. Laboratory experiences with children are an integral part of this course. Prerequisite: Acceptance into graduate studies in education.

**EDU 584. Marine Science Curriculum Development for Teachers (3)** For K-12 practicing classroom teachers only. Study of marine science curriculum, presentation strategies, and methodology. Taught through classroom demonstrations, activities, modules, field trips, and infusion of subject matter into the course of study. Co-requisites: Must take during the same semester as either Marine Invertebrate Zoology, Marine Botany, or Marine Ecology. This course will not meet Teacher Education Program Requirements.

**EDU 594. Internship in Secondary Education (3)** A full semester of supervised observation and teaching in the secondary school; supervision provided by college staff. Includes conferences with cooperating teacher and college coordinator. Provides relevant experiences to meet and exceed Alabama B certification standards. Prerequisites: Completion of all other courses and departmental approval.

**EDU 595. Internship in Early Childhood Education (3)** A full semester of supervised observation and teaching in an early childhood classroom; supervision provided by college staff. Includes conferences with cooperating teacher and college coordinator. Provides relevant experiences to meet and exceed Alabama Class B certification standards. Prerequisites: Completion of all other courses and departmental approval.

**EDU 596. Internship in Elementary Education (3)** A full semester of supervised observation and teaching in an elementary classroom; supervision provided by college staff. Includes conferences with cooperating teacher and college coordinator. Provides relevant experiences to meet and exceed Alabama Class B certification standards. Prerequisites: Completion of all other courses and departmental approval.

**EDU 597. Special Topics (1-3)** The content of the course will be designed to meet the academic and professional needs of in-service teachers. Classroom experience component. Prerequisite: Approval of teacher education faculty.

**EDU 598. Applied Research (3)** Inquiry into selected problems in education through identification planning, and implementation of a research study in an

actual school setting. Classroom experience component. Prerequisite: Approval of teacher education faculty.

## MASTER OF LIBERAL ARTS PROGRAM

**PROGRAM DIRECTOR:** Dr. Alexander R. Landi, 251-380-3056

Spring Hill's Master of Liberal Arts program is designed to provide its students with three traditional objects of liberal arts education:

- \* an appreciation of their own intellectual and cultural heritage
- \* the intellectual breadth appropriate to participants and leaders in public life
- \* an appreciation of diverse cultural traditions

To achieve these objectives, the program's curriculum combines four elements: the core curriculum, five elective courses, a diversity requirement, and the capstone course.

The first of the four **core curriculum** courses, entitled *Modernity*, is designed as an entry-level course for interdisciplinary graduate studies and for the curriculum as a whole. *Modernity* explores the distinctively modern understanding of the individual, society, and human purpose; it closes with artistic and literary reflections on the outcomes of the modern civilizational project.

In a second core course, students further explore the intellectual and cultural traditions of the Western world, choosing from courses on Classical Antiquity, the Medieval World, and The Scientific Revolution. The third core course is a study in history or social science, and the fourth course, a study in literature or fine arts. The core courses may be taken in any order, except that students are to enroll in *Modernity* at the earliest opportunity.

The five **elective courses** may be focused in an area of concentration or selected from a range of academic disciplines. **Elective concentrations** consist of four of the five elective courses, with the fifth elective to be completed outside the area of concentration. Four areas of concentration are offered: literature, fine arts, history and social science, and leadership and ethics.

The **Literature concentration** includes classical literary studies (e.g., courses in Dante, Shakespeare, and Romanticism) as well as more contemporary studies which go beyond the traditional Western literary canon (e.g., courses in Asian literature, African-American literature, and women's literature).

The **Fine Arts concentration** provides master's level instruction in selected areas of studio art for students with adequate prior training.

The **History and Social Science concentration** has included courses in Women's History, World History, Middle Eastern Culture, the Psychology of Leadership, Latin American Politics, and American Foreign Policy.

The concentration in **Leadership and Ethics** is designed for students interested in acquiring, within a liberal arts context, the knowledge and understanding appropriate to the exercise of leadership in private and public organizations and in the broader community. Students will select from among courses which explore human resource management, the social psychology of organiza-

tions, the ethics appropriate to leaders, and the phenomenon of leadership itself. Students who pursue this concentration may complete the Certificate in Leadership and Ethics or the Certificate in Human Resource Management (see Graduate Program in Business Administration), or may take a more eclectic mix of appropriate courses.

A complement to the traditional content of the core curriculum, the **diversity requirement** is fulfilled by taking a course in non-Western Culture, Women's Studies, or Cultural Diversity. This latter requirement may be completed within the concentration (e.g., a course in Women Artists in the Fine Arts concentration or a course in African-American literature in the Literature concentration).

Finally, in the **capstone course**, students demonstrate the capacity for independent learning in the liberal arts at the graduate level. The capstone course may take various forms: a seminar, a directed study, or a creative project.

The following core courses are required of all students:

<u>Course</u>	<u>Title</u>	<u>Hours</u>
LIS 503	Modernity	3
<i>Western Cultural Heritage (choose one):</i>		3
LIS 501 or	Classical Antiquity or	
LIS 502 or	The Medieval World or	
LIS 505	The Scientific Revolution	
<i>Literature or Fine Arts (choose one):</i>		3
ENG 5xx or		
LIS 525	Studies in Art and Creativity	
<i>History or Social Science (choose one):</i>		3
HIS 5xx/ECO 5xx/POL 5xx/SOC 5xx/PSY 5xx		
<u>Course</u>	<u>Title</u>	<u>Hours</u>
<i>Diversity course (choose one):</i>		3
LIS 504 or	Non-Western Culture or	
LIS 580 or	Women's Studies or	
LIS 585	Studies in Cultural Diversity	
<i>Capstone (choose one after completing at least six M.L.A. courses):</i>		3
LIS 592 or	Master's Project or	
LIS 595	Seminar in Liberal Arts	

The balance of the program consists of four elective courses chosen by the student.

**GRADUATE LIBERAL ARTS FACULTY**

Date in parentheses ( ) after each name is the date of initial faculty appointment. Service has not necessarily been continuous since then.

David C. Borbridge, S.J. (1983) *Assistant Professor of History*—Ph.D., University of California-Berkeley, 1979; Teaching Area: World Cultures.

- Melvin J. Brandon (1969) *Professor of Philosophy*—Ph.D., St. Louis University, 1972; Teaching Area: Ethics.
- Stephen F. Campbell, S.J. (1991) *Associate Professor and Department Chair of Fine and Performing Arts*—Ph.D., Northwestern University, 1994; Teaching Area: Drama.
- Timothy R. Carmody (1989) *Professor of Theology and Director of Graduate Theology*—Ph.D., Catholic University of America, 1986; Teaching Area: Scripture.
- Charles A. Cheney (1984) *Professor of Mathematics and Department Chair of Mathematics*—Ph.D., Carnegie-Mellon University, 1971; Teaching Area: History of Science.
- Margaret H. Davis (1993) *Professor of English and Altmayer Endowed Chair in Literature*—Ph.D., University of Alabama, 1990; Teaching Area: Literature.
- George B. Gilmore (1974) *Professor of Humanities*—Ph.D., Fordham University, 1974; Teaching Area: World Religions.
- Frederick W. Gunti (1976) *Professor of Theology*—S.T.D., Catholic University of America, 1969; Teaching Area: Moral Theology.
- John H. Hafner (1971) *Professor of English*—Ph.D., University of Wisconsin, 1969; Teaching Areas: Asian Literature, Women Writers, Creative Writing.
- Larry D. Hall (1978) *Professor of Sociology and Department Chair of Sociology*—Ph.D., University of Kentucky, 1979; Teaching Areas: Medical Sociology, Sociology of Education.
- Neil A. Hamilton (1990) *Professor of History*—Ph.D., University of Tennessee, 1988; Teaching Area: American History.
- Patricia G. Harrison (1979) *Professor of History and Department Chair of History*—Ph.D., Tulane University, 1994; Teaching Areas: Modern Europe, Women's Studies.
- Michael F. Kaffer (1962) *Professor of English, Division Chair of Languages and Literature, and Department Chair of English*—Ph.D., University of Alabama, 1985; Teaching Areas: Modern Fiction, African-American Literature.
- Charles L. Kargleider (1963) *Professor of Foreign Languages and Department Chair of Foreign Languages*—Ph.D., University of Alabama, 1968; Teaching Area: Latin American Literature.
- Alexander R. Landi (1971) *Professor of Political Science, Department Chair of Political Sciences, and Interim Associate Vice President for Academic Affairs*—Ph.D., University of Dallas, 1973; Teaching Areas: Political Philosophy, Classical Antiquity, Modernity.
- Thomas J. Loehr (1975) *Professor of Communication Arts, Division Chair of Communication, Fine and Performing Arts, and Department Chair of Communication Arts*—M.F.A., New York University Graduate Institute of Film and Television, 1973; Teaching Areas: Cinema and Photography.
- Patricia A. Neal (1989) *Professor of English*—Ph.D., University of Texas at Austin, 1986; Teaching Areas: Romanticism, Victorian Literature.

- David K. Sauer (1972) *Professor of English*—Ph.D., Indiana University, 1977; Teaching Area: Drama.
- Robert Schaefer (1995) *Associate Professor of Political Science*—Ph.D., University of Dallas, 1992; Teaching Area: Modernity.
- Mark L. Starr (1990) *Associate Professor of Philosophy and Department Chair of Philosophy*—Ph.D., University of California, San Diego, 1988; Teaching Area: Classical Philosophy.
- Christopher J. Viscardi, S.J. (1979) *Professor of Theology, Division Chair of Philosophy and Theology, and Department Chair of Theology*—S.T.D., Gregorian University, Rome, 1979; Teaching Area: Historical Theology.
- Michael A. Williams, S.J. (1986) *Associate Professor of English*—Ph.D., University of Southern California, 1974; Teaching Area: Medieval Literature.

## ADMISSION REQUIREMENTS

Students may achieve full standing through initial admission at one of three levels: unconditional, conditional, or provisional. Unconditional status gives full standing upon entering the program, while conditional status and provisional status require the fulfillment of specific documentation and/or performance criteria.

### Unconditional Admission

Unconditional admission to this program will be granted to applicants with either of the following credentials:

1. A graduate or professional degree from an accredited institution
2. A bachelor's degree from an accredited institution and a grade point average of at least 3.0
3. A minimum of 80 on the Internet-Based TOEFL examination (213 on the computer-based version) for students whose native language is not English.

### Conditional Admission

Conditional admission may be granted to applicants with a bachelor's degree and a grade point average below 3.0, upon the recommendation of the director and with the approval of the Provost and Vice President for Academic Affairs. Applicants for conditional admission may be asked to submit additional materials, including a score from the Miller Analogies Test. The Miller Analogies Test is administered on campus throughout the academic year.

Students admitted conditionally must have earned a grade point average of 3.0 after twelve hours in order to continue in the program.

### Provisional Admission

Provisional status may be granted to students who have not yet completed their required documentation. Students provisionally admitted must submit required documentation before being allowed to register for a second term.

### Non-degree Students

Students who wish to enroll in M.L.A. courses in a non-degree status must complete the application form, pay the application fee, and provide transcripts

verifying graduation from an accredited bachelor's level program. Up to nine hours taken in a non-degree status may be applied toward the M.L.A. degree, should the student subsequently apply for and be admitted to degree-seeking status. The normal admission standards must be met by such students.

## GRADUATION REQUIREMENTS

The graduation requirements for the program are: (1) completion of the four core courses, five elective courses (at least one of which must be a **diversity** course), and the capstone course, with a minimum grade point average of 3.0 and a minimum grade of B in the capstone course; (2) completion of all requirements within six years of initial admittance. The comprehensive requirement for the M.L.A. is fulfilled by completion of the capstone course with a grade of B (pass) or A (pass with honors).

## COURSE DESCRIPTIONS

**LIS 501. Classical Antiquity (3)** Studies in the worldview, culture, and social organization of ancient Greece and Rome.

**LIS 502. The Medieval World (3)** An exploration of medieval thought; of the interaction of faith, culture and society in the Middle Ages.

**LIS 503. Modernity (3)** Studies of the genesis of a distinctively modern worldview, its intellectual foundations, cultural expressions, and societal consequences.

**LIS 504. Non-Western Culture (3)** The study of a non-Western civilizational tradition—its worldview, art and literature, and social organization.

**LIS 505. The Scientific Revolution (3)** This course traces the development of science and its impact upon Western intellectual development from the Renaissance to the present. Major themes include the development of man's view of the universe (cosmology) from ancient times to the present; how man fits into ever-changing visions of order in the universe; the theory of evolution.

**LIS 530. Studies in Philosophy and Religion (3)** The study of a major figure, period, or school in philosophy or theology; of a question in philosophy or theology; of a special topic.

**LIS 540. Studies in Science and Society (3)** An exploration of major ideas in science and their impact on society.

**LIS 570. Studies in Leadership and Ethics (3)** Studies in the phenomenon of leadership and of the ethical questions common to leaders, or of the distinctive ethical questions faced by decision-makers in specialized areas of life (e.g., business ethics, medical ethics).

**LIS 580. Women's Studies (3)** A study of special topics such as Women's Literature, Women Artists, the Women's Movement; the examination of the Western cultural heritage and societal structures from the perspective of feminist scholarship.

**LIS 585. Studies in Cultural Diversity (3)** The study of minority cultural traditions in the United States; the examination of the American cultural and political heritage from the perspective of minorities in American society.

**LIS 590. Independent Study (3)** A directed project of individual research or artistic creation.

**LIS 599. Special Topics (1-3)** The study of a special topic in the liberal arts.

**CAPSTONE COURSES****(Prerequisite: Six LIS Courses)**

**LIS 592. Master's Project (3)** A project of individual scholarship or artistic creation resulting in a significant scholarly or creative product. The plan for this course must have the prior approval of the Program Director.

**LIS 595. Seminar in Liberal Studies (3)** A seminar on a topic or set of related topics in liberal studies which will include significant independent work by each student.

**COURSE DESCRIPTIONS—COMMUNICATIONS,  
FINE ARTS, AND THEATER**

**ART 501. Studies in Art (3)** Graduate studies in art to support the master's degree in liberal arts. The content will vary to suit student needs and faculty availability.

**CMM 501. Studies in Communication Arts (1-3)** Graduate level courses in communication arts to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**CMM 510. Classical Rhetoric (3)** A study of rhetorical theory and practice from classical times to the present. Particular attention is given to classical, medieval, and renaissance texts of writers such as Plato, Cicero, Augustine, and Erasmus. The course is meant to be a means to develop an understanding of what makes writing and speaking persuasive. The larger part of the course is designed as a workshop: writing and evaluating, speaking and responding.

**THR 501. Studies in Theater (1-3)** Graduate level courses in theater to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**COURSE DESCRIPTIONS—ENGLISH**

**ENG 520. Studies in Literature (1-3)** Graduate level courses in English to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**ENG 526. Modern European Literature (3)** A study of the major continental writers of the nineteenth and twentieth centuries.

**ENG 545. African-American Literature (3)** A study of the fiction, non-fiction, poetry and drama of African-American writers of the nineteenth and twentieth centuries.

**COURSE DESCRIPTIONS—HISTORY**

**HIS 501. Studies in History (1-3)** Graduate level courses in history to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**HIS 525. Women's History (3)** A study of the cultural, social, legal and political situation of women. Attention is given to the effects of tradition, class, race, education, vocational and professional opportunities, and government policies regarding women. Specific topics include women in American history, women in European history, and women in the nineteenth and twentieth centuries.



**HIS 530. World Cultures (3)** A historical study of the principal cultures of the world from prehistory to the modern period.

#### **COURSE DESCRIPTIONS—PHILOSOPHY**

**PHL 501. Studies in Philosophy (1-3)** Graduate level courses in philosophy to support the master's degree in liberal arts. The content will vary to suit student needs and faculty availability.

#### **COURSE DESCRIPTIONS—SOCIAL SCIENCE**

**ECO 501. Studies in Economics (1-3)** Graduate level courses in economics to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**GEO 512. World Geography from a Historical Perspective (3)** An analysis of the cultural and spatial characteristics of the major regions of the world. Emphasis is placed on geographical factors that influenced political and cultural changes across the globe and affected the history of the world. Advanced map interpretation skills and knowledge of current political divisions are included. Prerequisite: Acceptance into graduate studies in education or liberal arts.

**POL 501. Studies in Political Science (1-3)** Graduate level courses in political science to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**POL 503. Modernity (3)** A study of the genesis of a distinctively modern view of human nature and politics, through a reading of classic texts in political philosophy, such as Machiavelli's *Prince*, Hobbes' *Leviathan*, Locke's *Second Treatise of Civil Government*, and Rousseau's *Social Contract*. Crosslists with LIS 503, Modernity.

**POL 504. Islam and the Middle East (3)** This course surveys the development of civilization and cultural patterns in the Middle East and the Islamic world within a holistic framework. The course also focuses on patterns of cultural adaptation among various Muslim peoples. The issues of Islam and politics, religion and legalism, aspects of mystical (Sufi) thought, relations between Muslims and non-Muslims, and faith and culture will be examined.

**PSY 501. Studies in Psychology (1-3)** Graduate level courses in psychology to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

**SOC 501. Studies in Sociology (1-3)** Graduate level courses in sociology to support the master's degrees in liberal arts and teacher education. The content will vary to suit student needs and faculty availability.

### **GRADUATE PROGRAMS IN THEOLOGY**

**PROGRAM DIRECTOR:** Dr. Timothy R. Carmody, 251-380-4665

Spring Hill College grants three graduate degrees in theology: the M.T.S. (Master of Theological Studies), the M.P.S. (Master of Pastoral Studies), and the M.A. (Master of Arts). These programs are designed primarily for adult students who are working full-time in their professions or homes. They offer the challenge

of serious theological reflection as a preparation for ministry or as professional updating and personal enrichment. Students who have not completed a bachelor's degree may enroll, with approval of the chair, on an undergraduate level. They may pursue either the C.T.S. (Certificate of Theological Studies) or the B.A. (Bachelor of Arts) in theology. Courses are taught out of the Catholic tradition, from a contemporary, ecumenical perspective and have attracted students from a diversity of backgrounds: teachers, nurses, lawyers and business professionals, lay ministers, and Catholic and Protestant clergy.

Spring Hill College offers its programs of graduate theology at three off-campus sites as well, in cooperation with the local Catholic dioceses: Atlanta, Georgia; Birmingham, Alabama; and Jackson, Mississippi.

## GRADUATE THEOLOGY FACULTY

Date in parentheses ( ) after each name is the date of initial faculty appointment. Service has not necessarily been continuous since then.

Matthew J. Bagot (2007) *Instructor*—Ph.D. Candidate, Boston College;  
Teaching Area: Moral.

David C. Borbridge, S.J. (1983) *Assistant Professor*—Ph.D., University of California-Berkeley, 1979; Teaching Area: Historical.

Timothy R. Carmody (1989) *Professor and Director of Graduate Theology*—Ph.D., Catholic University of America, 1986; Teaching Area: Biblical.

Emmanuel J. Cutrone (1986) *Professor Emeritus*—Ph.D., University of Notre Dame, 1975; Teaching Areas: Liturgical, Pastoral.

George B. Gilmore (1974) *Professor of Humanities*—Ph.D., Fordham University, 1974; Teaching Areas: Systematic, Historical.

Frederick W. Gunti (1976) *Professor*—S.T.D., Catholic University of America, 1969; Teaching Area: Moral.

John B. Switzer (2006) *Assistant Professor*—Ph.D., Boston College, 2006;  
Teaching Areas: Historical, Comparative, Pastoral.

Christopher J. Viscardi, S.J. (1979) *Professor, Division Chair of Philosophy and Theology, and Department Chair of Theology*—S.T.D., Gregorian University, Rome, 1980; Teaching Area: Historical, Spirituality.

Stephen B. Wilson (2000) *Associate Professor*—Ph.D., University of Notre Dame, 2000; Teaching Areas: Liturgy, Social Ethics.

## MASTER OF THEOLOGICAL STUDIES PROGRAMS

**The Master of Theological Studies** degree requires thirty credit hours selected from the following categories: six hours each in Biblical, Historical, and Moral; three hours each in Pastoral and Systematic; six additional hours from any of the categories mentioned or from “electives only” offerings. In the course descriptions the respective category is indicated as B, H, M, P, S, or E.

**The Certificate of Theological Studies** (C.T.S.) is awarded to students who complete the same program of study as the Master of Theological Studies, but on the undergraduate level. The C.T.S. requires an overall B- (2.7) average and the

successful completion of the comprehensive experience. It is designed for students who have not completed a college degree and take the M.T.S. courses for undergraduate credit, with appropriate modification of assignments and expectations.

**The Bachelor of Arts in Theology (B.A.)** is an undergraduate degree awarded to students who, in addition to completing the C.T.S., continue their studies and complete all requirements for the B.A., a total of 128 semester credit hours (See Continuing Studies section). Students in the extension programs (Atlanta, Birmingham or Jackson) must take one additional theology course (for a total of 32-33 hours); they may complete the remaining course work at an accredited college or university in their locality. Credit from a junior or community college is limited to a maximum of 64 semester (or 96 quarter) hours. Since this option represents a waiver of the normal requirement that the last 24 hours towards a degree be completed through Spring Hill courses only, in every individual case a request for this waiver must be submitted in writing to the Provost and Vice President for Academic Affairs. In addition, approval must be obtained for all courses taken at another institution in order to assure that they satisfy the degree requirements.

**The Continuing Education Certificate of Theological Studies** is awarded to students who complete the entire thirty-hour curriculum of the Theological Studies degree programs on an audit basis rather than credit. All courses must be formally audited, and students must submit (to the chair of theology) a letter from the instructor of each course certifying regular attendance.

## MASTER OF PASTORAL STUDIES PROGRAM

The Master of Pastoral Studies degree program requires thirty-three credit hours: twenty-one hours theology (THL) courses from the M.T.S. program (see above: 6 hours Biblical, 6 Historical, 6 Moral, 3 Systematic) and 12 hours pastoral or ministry (MIN/SPT/THL) courses, from one of the programs in applied theology: spirituality, spiritual direction/faith companioning, ministry workshops or field education.

## MASTER OF ARTS IN THEOLOGY PROGRAM

The Master of Arts in Theology degree program requires forty-five credit hours: thirteen graduate-level courses and a research thesis. This degree allows for further concentration beyond the M.T.S. degree in one particular area chosen by the student (e.g., Biblical, Spiritual, Moral) and includes an extensive research project concluding in a thesis paper (60-100 pages long). The initial thirty hours are identical to the M.T.S. degree program (see above); nine additional hours of course work in the concentration area and a six-hour thesis must also be completed. Prior to writing the thesis, the student must pass the M.A. comprehensive exam and demonstrate reading competency in an appropriate foreign language.

Applicants to the M.A. program should have at least a 3.5 GPA in their M.T.S. coursework. Formal application to the M.A. program can be made only after the successful completion of the M.T.S. comprehensive exams. The written

application (forms available online or from the Office of Graduate and Continuing Studies) should include a statement of the proposed area of concentration and a portfolio of three of the student's best research papers written during their M.T.S. program. Upon completion of all requirements, the student's M.A. degree will supersede the M.T.S., since it includes only 15 non-duplicated hours. Students have 4-1/2 years to complete the extra course work, the comprehensive and the thesis of the M.A. degree. Transfer students with an M.T.S. or equivalent degree from another college may also build on their degree to attain the M.A., with a residency requirement (minimum hours taken through Spring Hill College) of twenty-one hours, which must be completed within 5 -1/2 years.

## ADMISSION REQUIREMENTS

Students may achieve full standing through initial admission at one of three levels: unconditional, conditional or provisional. Unconditional status gives full standing upon entering the program, while conditional status and provisional status require the fulfillment of specific documentation and/or performance criteria.

**Orientation Seminar:** a non-credit introduction to theological studies, this seminar is required of all new students in the M.T.S./C.T.S. programs. It consists of the following components: personal interview with Theology Chair or Extension Site Director, Orientation Lunch, Peer Mentor Lunch.

### Unconditional Admission:

1. A bachelor's degree from a regionally accredited institution.
2. Six hours of undergraduate theology, religious studies or an unquestioned equivalency.
3. An undergraduate GPA of 3.0 on a 4.0 scale.

### Conditional Admission:

1. A bachelor's degree from a regionally accredited institution.
2. An undergraduate GPA of 2.5 on a 4.0 scale.
3. Approval by the chair of theology.

Students admitted on a conditional basis must achieve a GPA of 3.0 or higher and/or the equivalent of six hours undergraduate theology before completion of their fifth graduate course. The undergraduate prerequisite may be fulfilled either by completing additional courses (audit, undergraduate or graduate) or by supplying documentation of course equivalencies, such as courses or workshops in a ministry formation program or catechetical institute.

### Provisional Admission:

Provisional status is granted to all students who have not yet completed their required documentation. Students may not register for more than six credit hours in provisional status. In addition to new degree-seeking students, non-degree and transient students as well as graduating seniors in good standing who have not yet completed their undergraduate degree are eligible to take up to, but not more than, six hours of graduate course work on this basis. In all cases, students are expected to submit required documentation within six months.

**Attendance**

Because graduate theology courses are taught in six-hour (Saturdays) or three-hour (week nights) segments, no more than one absence is allowed for Saturday classes, or two absences for week night classes. All exceptions must be approved by the director of graduate theology.

**GRADUATION REQUIREMENTS: M.T.S./M.P.S. Programs**

1. Completion of 30 (M.T.S.) or 33 (M.P.S.) semester hours of course work with a minimum GPA of 3.0.
2. Satisfactory performance on written and oral comprehensive examinations during the last semester of enrollment.
3. Completion of all requirements within six calendar years of initial enrollment.

**GRADUATION REQUIREMENTS: M.A. Program**

1. Completion of thirty-nine semester hours of course work with a minimum GPA of 3.0.
2. Successful completion of the M.A. comprehensive examination and demonstration of reading competency in an approved foreign language.
3. Completion of a six-credit-hour research thesis, evaluated by the faculty director and second reader (chosen by the student from the theology faculty and approved by the director of graduate theology), with a minimum grade of B, and presentation of two bound copies of thesis to the theology department.
4. Completion of all M.A. requirements within four and a half calendar years of formal acceptance into the M.A. program.

**COMPREHENSIVE EXAMINATIONS**

The comprehensives for the M.T.S./M.P.S. degrees include an oral and a written examination based on prepared questions drawn from the particular courses taken by each student. The M.A. comprehensives involve only an oral examination based on a required reading list from the student's particular concentration area. The C.T.S. comprehensive experience is required, but not graded, and includes both written and oral synthesis of the program as a whole.

**Senior Seminar:** a non-credit preparation for students in all programs requiring comprehensives. It consists of the following components: Comprehensive Preview Workshop (fall semester) and two Senior Colloquies (spring semester).

**GRADUATION EXERCISES**

All students receiving the M.T.S., M.P.S., or M.A. degree, as well as recipients of the B.A. or C.T.S., are expected to participate in the personal synthesis retreat immediately preceding graduation as well as the baccalaureate Mass and the commencement exercises. These events provide a final experience of shared reflection and celebration to those graduating from all four sites (Mobile, Atlanta, Birmingham, and Jackson).

## TUITION

Because Spring Hill offers its theology programs as a service to the region's community of faith and as an expression of its basic mission, the cost per credit hour reflects a generous tuition reduction which is applied toward all students; the same fee applies to graduate, undergraduate, and audit levels. In addition, students may take courses through the **"Easy Listening" option** at a greatly reduced tuition on a space available basis. Priority is given to those fulfilling prerequisites and to graduates of Spring Hill's adult theology programs. No credit is awarded, and no record or transcript is maintained. The "Easy Listening" option does not apply to SPT (Summer Institute of Christian Spirituality) courses.

## CERTIFICATE IN SPIRITUAL DIRECTION OR FAITH COMPANIONING

Designed especially for clergy, religious and lay persons with theological preparation, who seek a deeper grounding in this ministry without necessarily completing a full degree program, the certificate is ordinarily pursued on the graduate level. It requires 18 credit hours of course work, all of which must be completed within 5 years of the first course completion. A maximum of 6 hours transfer credit will be accepted for approved equivalents of the program requirements. For those who wish, the certificate may also be completed as part of the Master of Pastoral Studies degree (see above), satisfying 12 hours of the ministry requirement and 6 hours of the theology requirement.

Because of the nature of spiritual direction, effective preparation for this ministry requires both extensive professional training and distinctive personal qualities, as well as mature life experience. The "Certificate in Spiritual Direction" (CSD), therefore, is built on selective admission requirements and also on a progressive evaluation of candidates, who ordinarily are required to have a minimum age of 30. The process of preparation is at the same time a process of discernment on the part of the candidates together with the faculty concerning the future direction of their ministry. An evaluation of each candidate's aptitude for spiritual direction occurs at the end of each year. Those who do not receive satisfactory evaluation on their aptitude as spiritual director, or those who do not wish to pursue the full ministry of spiritual direction, may complete the *Certificate in Faith Companioning*.

The Faith Companion is a person of faith who shares faith and prayer with others along the journey of spiritual growth, but is *not* meant to be a teacher/catechist, counselor, problem solver or spiritual director. The same process of discernment may recommend that some who begin the program in Faith Companioning transfer into preparation for the CSD.

The *CSD program* requires fourteen hours course work and four hours practicum, over a two or three-year period, according to the following paradigm: two sessions of the Institute of Christian Spirituality in each of two summers to include 4 hours core (Spiritual Exercises and Prayer & Discernment) and 4 hours elective (including at least one SPT course in each of these areas: biblical, historical, moral); two one-semester seminars: Spiritual Direction SPT 591 (3 hours) and Spirituality & Psychology SPT 592 (3 hours); the two-semester

Spiritual Direction Practicum SPT 598 (4 hours), followed by one supervised experience of giving a 5- and/or 8-day directed retreat, to at least two persons, at an approved retreat center or program (either during the second year or over the following summer). The *Faith Companionship program* requires the same courses, but not the Practicum or directed retreat experience. In place of the Practicum, there is an additional SPT elective (1 hour) and History of Spirituality THL 525/455 (3 hours).

Prerequisites for the *CSD program*: 30 credit hours in biblical, moral and spiritual theology (or approved equivalents); completion of at least one individually directed Ignatian retreat (5-8 days) before admission and another after completion of SPT 591 (Spiritual Direction Seminar); experience of at least one year of ongoing spiritual direction; minimum 30 years of age or special approval of program director; two letters of recommendation (from applicant's retreat director and spiritual director); personal profile (spiritual autobiography, including personal experience in giving and receiving direction, reasons for interest in this program, and a listing of retreats made for a duration of 5 days or more); personal interview with program admissions committee. Special approval for applicants under 30 years of age will be granted by the program director to those who demonstrate mature life experience on the basis of evidence such as full-time professional work, positions of responsibility for others, family obligations, independence from parents. Admission is limited to 15 applicants for each two-year program. Prerequisites for the *Faith Companionship program*: 12 credit hours in theology, including courses in each of three areas: biblical, historical, pastoral/systematic.

## COURSE DESCRIPTIONS

For each course, the equivalent undergraduate course number is given in parentheses and the course category is indicated by the appropriate letter(s): B, H, M, P, S or E.

**THL 521 (441). Eucharist (3) P/S/H** The Eucharist as the central sacrament in the life of the Church, considered from its biblical, ritual, historical, and theological dimensions. An analysis of the structural elements of the rite followed by a survey of the interplay of liturgical traditions, popular piety, theological reflections at critical moments in church history. An overall reflection on the pastoral character of eucharistic worship and theology.

**THL 522 (425). Christian Initiation (3) P/H** The history, theology and practice of the sacraments of Christian initiation (Baptism, confirmation and Eucharist). A study of the historical evolution and contemporary understanding of Christian initiation, including a pastoral commentary on the renewed rites (RCIA/RCIC).

**THL 523 (451). Christian Spirituality (3) P/M** This course intends to provide an understanding, both intellectual and experiential, of the spiritual life from a Christian perspective. The course will focus on major themes of contemporary Christian spirituality as well as investigate selected classics from the history of spirituality.

**THL 525 (455). History of Spirituality (3) P/H** This course will study the development of major movements and traditions of spirituality throughout the history of Christianity: e.g., Desert Monasticism; Benedictine, Franciscan, Ignatian traditions; Medieval Mysticism; Spanish Mysticism; Pietism; Revivalism.

**THL 526 (440). Reconciliation (3) P/S** As an expression of the atoning work of Jesus Christ, reconciliation stands at the center of Christian belief and practice.

This course explores the sacrament of reconciliation in its broader theological context from a variety of angles: historical, systematic, liturgical, and pastoral.

**THL 528 (428). Liturgy, Art & Architecture (3) P** A study of the development of the history and theology of Christian worship as embodied in art and architecture. Liturgical theology and practice will be examined through an investigation of sacred space.

**THL 529 (425). Special Topics in Church and Ministry (1-4) P** Topics of current interest such as the new rites of Reconciliation, the revised Code of Canon Law, the diaconate, and the role of women will be examined in an historical perspective.

**THL 530. Biblical Languages (1) E** Introduces students to the Greek and Hebrew alphabets, transliteration, key words, and most basic syntax, and to the use of dictionaries and concordances. A purely elective course: does not count toward course work required for completion of any of the theology degrees or certificates.

**THL 531 (232). The Synoptic Gospels (3) B** A study of the literary development that culminated in the written Gospels. An exposition of the historical-critical and literary tools for studying the Gospels and an in-depth study of each Gospel's unique context, style and themes.

**THL 532 (332). The Johannine Gospel and Epistles (3) B** The course presents two complementary aspects of the Johannine writings. First, an understanding of this "spiritual" gospel through an analysis of its structure, symbolism, distinct literary traits and theological vision. Second, the Johannine Community of the late first century as reflected in John's Gospel and Epistles.

**THL 533 (333). The Pauline Letters and Theology (3) B** The actual setting of the Pauline Epistles; questions of scientific introduction for each epistle (authenticity, basic structure, integrity, life situation, chief problems, distinctive traits); the major themes of Pauline theology, such as faith, law, justification, atonement, Christian anthropology and Christology.

**THL 535 (432). New Testament Topics (1-3) B** This course will examine other books in the New Testament, such as Revelation, the Pastoral Epistles, Hebrews, or a topic or theme, such as the Kingdom of God, the Spirit, the influence of Apocalyptic on the New Testament.

**THL 536 (431). Pentateuch (3) B** The course will first examine the sources that were eventually combined to form the narratives we now have. The characteristics and historical settings of each source will be studied. Then various narratives will be studied in view of the place of the Pentateuch in the canon.

**THL 537 (331). Prophets (3) B** The course will examine the historical context, literary style, and theological themes of the major prophets from both the Assyrian and Babylonian periods. Questions about the nature of revelation and prophecy as well as the fulfillment of the prophets in the New Testament will be addressed.

**THL 538 (431). Wisdom Literature (3) B** Concentrating especially on the Psalms and Job, the course will examine the literary style and themes of these books and will examine their historical, theological and liturgical settings.



**THL 539 (431). Old Testament Topics (1-3) B** This course might examine topics in the Old Testament that are not covered in other courses, such as Old Testament Theology or Myth, Legend and History in the Old Testament. It might also involve an in-depth study of one prophet or one book, such as Jeremiah or Deuteronomy.

**THL 540 (345). Philosophy of Religion (3) S** Rational reflection on the critical problems involved in concepts of God; e.g., God and human freedom, rational proofs of the existence of God, God and the problem of evil, God and the possibility of change, faith and human knowledge, and the objectivity of religious experience. Also available for philosophy credit (PHL 540).

**THL 541 (242). The Catholic Tradition: History & Development of Doctrine (3) S/H** An historical overview of the major areas of Catholic teaching: trinity, church, grace, eschatology, etc. This course examines the underlying connections that integrate the various domains of Christian theology. It also focuses on those turning points in church history (e.g., the ecumenical council) which have shaped the development of doctrine.

**THL 543 (344). Christology and Trinity (3) S/H** A major “modern” Christological text will be examined as a focus for the historical and doctrinal development of the material. Concepts of Christian anthropology and the trinitarian understanding of God will also be included.

**THL 544 (342). Theology of Church (3) S/H** An historical and systematic study of the Christian community: its structure, its nature, and its mission. This course focuses especially on the path-breaking work of Vatican II.

**THL 545 (343). Theology of Sacrament (3) S/H** A study of the history and theology of individual sacraments and of sacraments in general. This course examines both classic views (Cyril of Jerusalem, Augustine, Aquinas, Trent) and recent developments, especially the teaching and reforms of Vatican II.

**THL 549 (469). Major Theologian (3) S/H** An in-depth study of the life and works of an eminent theologian: e.g., Origen, Augustine, Anselm, Aquinas, Luther, Calvin, Teilhard de Chardin, Rahner. In appropriate cases, available also for philosophy credit (PHL 549).

**THL 550 (351). Foundations of Christian Ethics (3) M** The fundamental themes of contemporary ethical theory, especially as expressed within the Christian theological tradition. Also, dialogue/conflict between the Roman Catholic Church’s traditional teaching and contemporary ethical perspectives. With appropriate adjustments in readings and assignments, also available for philosophy (PHL 550).

**THL 551 (352). Christian Social Ethics: Contemporary Issues (3) M** Issues which arise from a pluralistic society in the social arena, viewed from a Christian context; e.g., duty of government as perceived by both classical and contemporary thinkers, the duties of citizens, social justice, war and peace, ecological responsibility, foundations of human rights. With appropriate adjustments in readings and assignments, also available for philosophy (PHL 551).

**THL 552 (353). Human Sexuality and Marriage (3) M** Contemporary issues in sexual ethics in the light of the Roman Catholic tradition. The historical development of that tradition will be examined and critically evaluated. Christian marriage as a communion of love characterized by fruitfulness, fidelity and permanence; current problems; issues of canon law.

**THL 560 (461). Early Christianity: The Church Fathers (3) H** This course explores the history and theology of the early Church by focusing on the careers and contributions of the major Fathers of the Church: Origen, Cyprian, Athanasius, the Cappadocians, Augustine.

**THL 561 (461). Medieval Christianity (3) H** This course examines the history and major theologians of the medieval Church. Topics include: monasticism, developments in the papacy, the rise of the mendicants, scholasticism, and mysticism.

**THL 562 (462). Reformation (3) H** The causes, history and theological shifts of the Protestant Reformation. After considering the state of European Christianity at the beginning of the sixteenth century, the course will analyze the German, Swiss, English and Anabaptist reformations. Special consideration will be given to the work and influence of Martin Luther and John Calvin.

**THL 563 (462). Christianity in the Modern Era (3) H** Religious, ecclesial, and theological movements which shape and influence contemporary Christianity from the eighteenth century to the present. Special consideration of the political and intellectual currents which have shaped contemporary Christian faith.

**THL 564 (363). American Religious History (3) H** This course is an introduction to the principal developments of religious experience and religious thought in the history of America and a consideration of their impact on American culture.

**THL 565 (261). Comparative Religions (3) H** An academic and cross-cultural study of religion in the human experience, introducing major world religions with emphasis on breadth, systematic depth and experiential sympathy.

**THL 588 (498). Field Education & Parish Practicum (1-4) P** A directed internship in parish ministry, combining field experience in a local parish with a seminar in parish ministry and small-group theological reflection. Topics include models of parish ministry, team ministry, parish spirituality, parish outreach, need-assessment, family visiting, response to other cultures.

**THL 589 (499). Special Projects in Theological Reflection (1-4)** Specialized topics and interdisciplinary themes which broaden or deepen the scope of theological studies, such as Psychology and Religion, Myth and Ritual, Religion and Literature. In appropriate cases, available for credit in related areas.

**THL 590. Intensive Reading Seminar (3)** A seminar-style, in-depth study of the writings of a particular theologian or theological school. The course generally meets once a month over a period of four months and is limited to students with senior standing. Prerequisites: eighteen hours graduate theology or permission of chair of theology.

**THL 598/599. Thesis Project I/II (3)** Exclusively for students formally admitted to the Master of Arts thesis.

## MINISTRY WORKSHOPS

Workshops focusing on the practical dimensions of the different areas of ministry (religious education, liturgical, family, social outreach), offering further training in methodology, planning and leadership, will be offered in collaboration with the local diocesan offices, according to demand and availability of instructors, generally drawn from qualified ministry professionals living or working in the diocese. These workshops may be taken through the “Easy Listening” option

for personal enrichment or continuing education for undergraduate credit (see Toolen Institute, Continuing Studies Programs) or for graduate credit as part of the ministry requirement of the Master of Pastoral Studies degree (see above).

### **COURSE DESCRIPTIONS**

**MIN 595 (395). Special Topics in Ministry (1-4)** These workshops or seminars address particular, applied aspects of various areas in pastoral ministry. When taken for graduate credit, they include additional reading requirements and a research paper or project.

## **SUMMER INSTITUTE OF CHRISTIAN SPIRITUALITY**

The Institute of Christian Spirituality is a non-degree program offered only during the summer, for graduate or undergraduate credit, with space-available options for auditing. The same tuition applies to all options. The program combines academic course work in different areas of spirituality and a variety of workshops, liturgies, and special activities aimed at building a community of spiritual growth and sharing among participants. The Institute is offered during the first two weeks of June on campus in Mobile and during the last two weeks of June in Atlanta at Ignatius Retreat House.

Course offerings are one-credit hour each. Students taking courses for graduate credit (500 level) must have official transcripts of the undergraduate degree sent to the Office of Graduate and Continuing Studies. Undergraduate credit (400 level) requires documentation of high school diploma or previous college work. For transient credit (to be applied to another institution), the appropriate forms must be supplied from the other institution.

Spirituality courses are designated as SPT and do not satisfy undergraduate theology core requirements. With approval of the director of graduate theology, up to 50 percent of the corresponding “category requirements” (biblical, historical, moral, systematic/pastoral) for the C.T.S., B.A. or M.T.S./M.P.S./M.A. programs may be fulfilled by SPT courses. These courses may also be taken in the pursuit of the **Certificate in Spiritual Direction** (see program description above).

### **COURSE DESCRIPTIONS**

For each course, the equivalent undergraduate course number is given in parentheses. The following listings are all “generic” course titles and descriptions. Specific titles and descriptions are announced in the annual brochure and will vary from year to year, according to the course numbers given below (e.g., Parables & Story Spirituality would be offered as SPT 531).

**SPT 521 (421). Liturgical Spirituality (1-2)** A study of the structure and theology of various facets of liturgy, in its function as a source of Christian spirituality, focusing for example on the Eucharistic Prayer, the Divine Office, Rites of Initiation.

**SPT 523 (423). Liberation Spirituality (1-2)** An examination of the spirituality which provides the driving force at the center of various exponents of Liberation Theology, in its application of the Christian message to concerns of fundamental human rights and dignity.

**SPT 524 (424). Contemporary Movements (1-2)** A consideration of one of the several movements which strive to translate the search for God into a particular way of life, dedicated to a particular goal, for example: the L'Arche communities for the handicapped, the Taize ecumenical community, feminist or male spirituality.

**SPT 526 (426). Prayer & Discernment (1-2)** Some aspect of the theory and practice of personal prayer and/or discernment in the Christian tradition through the centuries will be studied.

**SPT 527 (427). Ascetical Traditions (1-2)** From the time of the ancient desert monks, such ascetical practices as fasting and penance have been a part of Christian spirituality. This course will focus on some aspect of abnegation and mortification as related to growth in holiness.

**SPT 528 (428). Consecrated Life (1-2)** A particular way of life, chosen as a permanent and vowed commitment, will be studied as a path to holiness: whether marriage, priestly or religious life.

**SPT 531 (431). Spirituality of the Gospels (1-2)** This course will explore a particular section or genre of the Gospels, such as the parables or the beatitudes, as a journey of spiritual discovery.

**SPT 532 (432). New Testament Spirituality (1-2)** A study of some aspect of New Testament writings, beyond the Gospels, such as Pauline spirituality or the letters of John.

**SPT 535 (435). Spirituality of the Prophets (1-2)** This course will study the language and images of the prophets, as a pathway to God.

**SPT 536 (436). Old Testament Spirituality (1-2)** A study of some aspect of Old Testament writings, outside of the prophetic books, such as the Psalms, which are the biblical hymnody and prayer book, or the Song of Songs, which inspired so many Christian mystics.

**SPT 541 (441). Spiritual Classics (1-2)** This course will focus on one of the great works of Christian spirituality, such as the *Confessions* of Augustine, the *Rule* of Benedict, or the *Imitation of Christ*.

**SPT 542 (442). Great Masters (1-2)** A study of the life and writings of one of the great teachers of Christian spirituality, such as Francis de Sales, Alphonsus Liguori or Jean-Pierre de Caussade.

**SPT 543 (443). Christian Mystics (1-2)** An examination of the life and writings of one of the classic mystics in the Christian tradition: John of the Cross, Teresa of Avila, Marie of the Incarnation.

**SPT 551 (451). The Spiritual Exercises of St. Ignatius (1-2)** This course will explore different aspects of the rich tradition of spirituality found in or derived from the *Spiritual Exercises* of Ignatius of Loyola.

**SPT 553 (453). Ethics and Holiness (1-2)** An exploration of the implications of some ethical issue or some area of moral theology for personal spiritual growth and challenge.

**SPT 561 (461). Early Christian Spirituality (1-2)** This course will explore a variety of expressions of spirituality in the early Church, such as the lives and writings of the Desert Fathers, of Irenaeus of Lyons, or of Clement of Alexandria.

**SPT 562 (462). Medieval Spirituality (1-2)** This course will focus on selected charismatic figures in the Middle Ages, examining their lives, the religious orders they created, and/or the mystical traditions they founded.

**SPT 565 (465). Modern Search for God (1-2)** An examination of the spiritual quest as revealed in the life and works of a major modern author.

**SPT 568 (468). Religion in America (1-2)** A study of a particular person or movement in spirituality in the history of American Christianity, such as Jonathan Edwards, Elizabeth Seton, Orestes Brownson, the Great Awakening, Utopian communities.

**SPT 571 (471). Christianity and the World Religions (1-2)** This course will explore, from the perspective of the Christian tradition, some expression of spirituality as found in the non-Christian religions of the world, such as Zen Buddhism or Islamic Sufism.

**SPT 581 (481). Religion and Psychology (1-2)** This course will study some aspect of the relation between religion and psychology, as applied to spiritual growth, such as: twelve-step programs, Jungian analysis, or the challenge of aging.

**SPT 582 (482). Religion and Literature (1-2)** An exploration of the search for God as expressed and experienced in various works of literature.

**SPT 583 (483). Religion and the Arts (1-2)** The intersection of religion and the arts is found in a great variety of media, from film to painting and architecture. This course will explore the expression of the sacred as revealed in some aspect of the arts.

The following courses are offered outside of the Summer Institute of Christian Spirituality, ordinarily during the fall and spring semester, in three-hour sessions, one afternoon a week.

**SPT 591 (491). Spiritual Direction Seminar (3)** This course is limited to students in the Certificate of Spiritual Direction or Faith Companionship programs. It provides an in-depth exploration of the history and the practice of spiritual direction, with particular emphasis on the Jesuit tradition, rooted in the *Spiritual Exercises* of St. Ignatius.

**SPT 592 (492). Spirituality & Psychology Seminar (3)** This course is limited to students in the Certificate of Spiritual Direction or Faith Companionship programs. It will explore issues of psychological pathology, human developmental dynamics and therapeutic relationships, insofar as they might affect the practice of spiritual direction. The course is conducted in a mixed format, consisting of three-hour classes at the beginning and end by the theology faculty and a three-day workshop in the middle by a psychological professional.

**SPT 595 (495). Special Topics in Spirituality (1-4)** Seminars and workshops offered under this heading will focus on particular issues of spirituality, especially those aspects concerned with the practical application of spirituality in pastoral ministry.

**SPT 598/599 (498/499). Spiritual Direction Practicum I/II (2)** This course is limited to senior students in the Certificate of Spiritual Direction program. It will include role playing, case studies and shared experience of the students' own practice of spiritual direction.

## GRADUATE PROGRAM IN NURSING

**Division Chair:** Carol M. Harrison, Ed.D., M.S.N., F.C.N.

**Program Coordinator:** Ola H. Fox, D.N.S., A.P.R.N., B.C., G.N.P.

Spring Hill College offers a Master of Science in Nursing (MSN) degree program designed to prepare nurses for leadership in the health care delivery system as Clinical Nurse Leaders (CNL). The MSN program combines online courses, clinical integration with local preceptors, and site visits by program faculty to allow nurses to complete degree requirements in their local communities and work settings. Working with health care partners, the MSN program enables nurses to learn by applying new concepts and approaches to their own professional practice. In addition, the MSN program supports its health care partners as they incorporate the role of Clinical Nurse Leader into their staffing strategies.

The MSN program at Spring Hill College is designed for RNs who hold a Bachelor of Science in Nursing degree. In addition, both RNs who hold an associate degree or diploma in nursing and RNs who hold a baccalaureate degree in a non-nursing major may enter the MSN program after completing specific general education and/or nursing prerequisites.

## GRADUATE NURSING FACULTY

Janet N. Chubb (2006) *Assistant Professor*—D.H.Sc., Nova Southeastern University, 2006

Margaret D. Cole (1997) *Professor*—D.S.N., University of Alabama at Birmingham, 1991

Ola H. Fox (2005) *Associate Professor*—D.N.S., Louisiana State University Health Sciences Center, 2000

Carol M. Harrison (1995) *Professor and Division Chair of Nursing*—Ed.D., Nova Southeastern University, 1983; M.S.N., University of South Alabama, 1987

Terran A. Mathers (1997) *Associate Professor*—D.N.S., Louisiana State University, 2002

## GENERAL ADMISSION REQUIREMENTS

Admission to the Master of Science in Nursing program is open to all qualified men and women without regard to race, color, age, sex, or creed. All applicants must:

1. Hold an RN license in the state where he or she practices nursing,
2. Have a minimum of one year of clinical experience,
3. Currently work in a clinical setting or have access to a health care facility for clinical integration and research,
4. Meet the admissions criteria listed below that are appropriate for the academic degree that he or she holds.

The admission process for all application categories requires official transcripts from all colleges attended, mailed directly to the Office of Graduate and Continuing Studies by the appropriate registrar. Applicants must submit three written references, employer verification, and a resume.

## **RN with Bachelor of Science in Nursing to MSN Program**

### **UNCONDITIONAL ADMISSION**

For unconditional admission, BSN applications must meet the general admission requirements and have a minimum GPA of 3.0 from a regionally accredited institution.

### **CONDITIONAL ADMISSION**

Applicants who do not meet the standards for unconditional admission may be admitted conditionally if, in the judgment of the nursing faculty, they have the potential to successfully complete an MSN program. Evidence of that potential may include a minimum GPA of 2.5 from a regionally accredited institution.

To attain full standing from conditional admission, i.e., progress beyond the first nine hours of course work, the student must complete the first nine hours of course work at Spring Hill College with a “B” average (3.0 on a 4.0 scale).

### **PROVISIONAL ADMISSION**

Provisional status may be granted to applicants who have not yet completed their required documentation. Students provisionally admitted must submit required documentation and be unconditionally or conditionally admitted before being allowed to register for a second term.

## **RN with Non-Nursing Baccalaureate**

Applicants with an RN and a non-nursing baccalaureate will be admitted as a non-degree graduate student to complete the five nursing bridge courses before advancing to graduate degree status in the Master of Science in Nursing. In all cases, applicants must meet the general admission criteria listed above.

### **UNCONDITIONAL ADMISSION**

Applicants who meet the general admission criteria and hold a BA or BS with a non-nursing major from a regionally accredited institution with a minimum GPA of 3.0 on a 4.0 scale will be considered for unconditional admission.

### **CONDITIONAL ADMISSION**

Applicants who do not meet the grade point standard for unconditional admission may be admitted conditionally if, in the judgment of the nursing faculty, they have the potential to successfully complete the bridge nursing courses. Evidence of that potential may include a minimum overall GPA of 2.5.

### **PROVISIONAL ADMISSION**

Provisional status may be granted to applicants who have not yet completed their required documentation. Students provisionally admitted must submit required documentation and be unconditionally or conditionally admitted before being allowed to register for a second term.

**RN with Associate Degree in Nursing/Nursing Diploma  
to MSN Program**

RN applicants with an associate degree in nursing or diploma in nursing will be accepted in a graduate non-degree status to complete the general education requirements and the five nursing bridge courses before advancing to graduate degree status in the MSN program.

**UNCONDITIONAL ADMISSION**

Applicants who meet the general admission criteria and hold an Associate degree in nursing or nursing diploma from a regionally accredited institution with a minimum GPA of 3.0 on a 4.0 scale will be considered for unconditional admission.

**CONDITIONAL ADMISSION**

Applicants who do not meet the grade point standard for unconditional admission may be admitted conditionally if, in the judgment of the nursing faculty, they have the potential to successfully complete the bridge nursing courses. Evidence of that potential may include a minimum overall GPA of 2.5.

**PROVISIONAL ADMISSION**

Provisional status may be granted to applicants who have not yet completed their required documentation. Students provisionally admitted must submit required documentation and be unconditionally or conditionally admitted before being allowed to register for a second term.

**ADVANCING FROM NON-DEGREE TO DEGREE STATUS**

To enter the MSN curriculum the non-degree student must successfully complete RN to MSN bridge courses with a minimum 3.0 GPA and a minimum 2.5 GPA in the General Education Requirements listed below.

Non-degree RN to MSN bridge students may take three (3) graduate credit hours before being admitted to the graduate MSN curriculum.

**FOUNDATION REQUIREMENTS**

**General Education Requirements (for Associate or Diploma RNs):**

<u>Courses</u>	<u>Title</u>	<u>Hours</u>
ENG	English Composition I and II	6
THL	Theology	3
PHL	Philosophy	3
MTH	Statistics	3
BIO 231-232	Anatomy and Physiology I & II	6
BIO 233-234	Anatomy and Physiology I & II Lab	2
BIO 136/138	Microbiology plus Lab	4
CHM	Chemistry	3
	Social Sciences	9
	Electives	6



**RN to MSN Bridge Courses (for all non-BSN students):**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
NUR 301	Health Assessment	2
NUR 401	Scientific Inquiry	3
NUR 402	Community	3
NUR 430	Leadership and Management	3
NUR 461	Professional Role: Health and Wellness	3

**PORTFOLIO/CHALLENGE EXAM OPTION**

Graduate non-degree students may complete a portfolio of experiential learning or take a challenge examination for a maximum of two of the five nursing bridge courses. Students are directed to their advisor for assistance in this process and for specific guidelines for each course. Courses eligible for the portfolio or challenge option can be found on the MSN section of the College website.

**GRADE REQUIREMENTS**

**MSN** - Students who earn two course grades lower than B are subject to review by the Provost and Vice President for Academic Affairs and the Graduate Council and may be dismissed. Students who earn a third grade below a B will be dismissed. Students earning a grade less than a C in a graduate course will be dismissed from the program. Dismissal from a program may be appealed immediately in writing to the Graduate Council. In any event, a grade below C will not be accepted toward graduate degree requirements.

**RN to MSN Bridge** - Only grades of C- or better will be accepted toward fulfillment of general education requirements. Bridge students must maintain a GPA of 3.0 or better in the RN to MSN Bridge nursing courses. Students receiving a grade lower than C in a RN to MSN Bridge nursing course may repeat the course one time. Students who receive an F in a nursing bridge course will be dismissed from the program.

**TRANSFER POLICY**

See Graduate Program Policies

**GRADUATION REQUIREMENTS**

1. Completion of the thirty-six hours of MSN core course work. The minimum grade point average (GPA) required for graduation is "B" (3.00 on a 4.00 scale).
2. Successful completion of NUR 511 and NUR 512 with a grade of at least B in each course.
3. Completion of the program within six calendar years.

**THE MSN CURRICULUM (CLINICAL NURSE LEADER)**

<u>Course</u>	<u>Title</u>	<u>Hours</u>
NUR 501	Evidence-based Practice and the CNL Role	3
NUR 502	Knowledge Management	3
NUR 503	Clinical Integration I	1
NUR 504	Health Promotion and Risk Reduction	2
NUR 505	Chronic Illness and Disease Management	3
NUR 507	Health Care Environmental Management I	3
PHL 5xx	Graduate Philosophy/Ethics Elective	3
NUR 509	Clinical Integration II	2
NUR 506	Acute Illness and Disease Management II	3
NUR 508	Health Care Environmental Management II	3
NUR 510	Clinical Integration III	2
NUR 511	Academic Clinical Residency	6
NUR 512	The Clinical Nurse Leader Project	2
<b>Total Credit Hours</b>		<b>36</b>

**BRIDGE COURSES**

**NUR 301. Health Assessment (2)** The course focus is on the nursing assessment of the whole person and includes physical, psychological, socio-cultural, and spiritual assessment. The emphasis is on the development of skills in obtaining a health history and performing a health examination.

**NUR 401. Scientific Inquiry (3)** The primary purpose of this course is to promote interest and participation in the research process, particularly research conducted by health care leaders. Nursing research improves patient care and demonstrates that nurses are key members of the health care team. Issues of access, availability, utilization, and quality of health care are explored. The roles of health care workers in providing leadership toward resolution of health care issues are explored.

**NUR 402. Community (3)** This course focuses on the community as the unit of nursing care and includes health theory utilized in community practice settings and research finding discussions. Students assess physical, social and cultural environments, identify populations at risk, and examine appropriate nursing interventions. Promotion and maintenance of wellness and prevention of diseases are stressed.

**NUR 430. Leadership and Management (3)** The study of the nurse as leader and case manager of client care. Students synthesize and apply theories of nursing, leadership, change, and management. They explore issues of access, availability, utilization, quality of health, and the role of health care workers in providing leadership towards resolutions.

**NUR 461. Professional Role: Health and Wellness (3)** The course explores the process of moving toward optimum health through positive changes in lifestyle behaviors.

**GRADUATE LEVEL COURSES****NUR 501. Evidence-based Practice and the Clinical Nurse Leader Role (3)**

This course will introduce students to the role of the Clinical Nurse Leader as a member of an interdisciplinary team in a changing health care environment.

Prerequisite: Admission to the graduate nursing program.

**NUR 502. Knowledge Management (3)** This course will introduce students to practical application of epidemiologic techniques, scientific principles and biostatistics in the measurement of client outcomes as a framework for studying health care problems.

**NUR 503. Clinical Integration I (1)** This 40-contact-hour clinical integration complements the didactic learning by providing an experience that allows the student to apply components of the CNL role to a specific health care setting.

Prerequisite: NUR 501, NUR 502; Co-requisite: NUR 504.

**NUR 504. Health Promotion and Risk Reduction (2)** This course will introduce the student to concepts of risk assessment, health literacy, health education and counseling, and health promotion and disease prevention across the lifespan.

Prerequisite: Admission to graduate nursing program. Co-requisite: NUR 503.

**NUR 505. Chronic Illness and Disease Management (3)** This course will examine chronic illnesses throughout the lifespan commonly encountered in the health care environment and their impact on global health. In-depth review of physiology/pathophysiology and pharmacology as well as development of advanced health assessment skills will be a focus throughout the course.

**NUR 506. Acute Illness and Disease Management (3)** This course will examine acute illnesses throughout the lifespan commonly encountered in the health care environment and their impact on global health. In-depth review of physiology/pathophysiology and pharmacology as well as development of advanced health assessment skills will be a focus throughout the course.

**NUR 507. Health Care Environmental Management I (3)** Issues related to the leadership role of the clinical nurse leader, including team coordination and health care financing and economics are emphasized.

**NUR 508. Health Care Environmental Management II (3)** The course content relates common management theories to current problems in health care settings. Health care policy, quality improvement, risk reduction, informatics and problem identification are included in course content. A review of critical perspectives on pending major changes such as how policy changes affect health markets, political issues, and lobbying is discussed.

**NUR 509. Clinical Integration II (2)** This course provides the student with a 60-contact-hour clinical integration experience in which to apply concepts of advanced pathophysiology, pharmacology, health assessment, and evidence-based practices to a specific population experiencing chronic illness. Prerequisite/Co-requisite: NUR 505.

**NUR 510. Clinical Integration III (2)** This course provides the student with a 60-contact-hour clinical integration experience in which to become proficient in applying concepts from previous courses with a specific population experiencing acute illness. Prerequisite/Co-requisite: NUR 506.

**NUR 511. Academic Clinical Residency (6)** This course provides the student with a 300-hour immersion experience to become proficient in applying concepts from all previous courses with a specific population. Students will select settings to practice the role of the Clinical Nurse Leader on a full-time basis guided by a designated clinical preceptor and faculty partner. Prerequisite: All didactic and clinical integration courses.

**NUR 512. The Clinical Nurse Leader Project (2)** This course provides the opportunity for the student to select a specific project to be completed during the academic clinical residency. Students will collaborate with the clinical preceptor and faculty partner to identify a specific project intended to improve the health care for individuals and populations. Prerequisite/Co-requisite: NUR 511.

# IV

## College Directory

# College Directory

## OFFICERS OF THE COLLEGE

Mr. John T. (Jack) Schuessler .....	Chairman of the Board
Mr. Edward A. Overbey, Jr. ....	Vice Chairman of the Board
Reverend Gregory F. Lucey, S.J. ....	President
Reverend Stephen F. Campbell, S.J. ....	Secretary

## BOARD OF TRUSTEES

Chairman—Mr. John T. (Jack) Schuessler; Henderson, Nevada  
Vice Chairman—Mr. Edward A. Overbey, Jr.; Nashville, Tennessee  
Mr. Lawrence E. Ackels, Jr.; Dallas, Texas  
Mrs. Barbara Bradley Ambrose; Darien, Illinois  
Mrs. Mary Lou Barter; Kiawah Island, South Carolina  
Mr. James D. Brandyburg; Mobile, Alabama  
Mr. Kevin R. Burke; LaGrange, Illinois  
Mr. Thomas A. Byrne, Jr.; Houston, Mississippi  
Reverend Stephen F. Campbell, S.J.; *ex officio*; Mobile, Alabama  
Mr. Michael P. Coghlan; Roswell, Georgia  
Mrs. Melissa Cresson; *ex officio*; Baton Rouge, Louisiana  
Mr. Tom Croghan; Winnetka, Illinois  
Ms. Lee Doyle; Atlanta, Georgia  
Mr. Dan Elcan; Mobile, Alabama  
Mr. Richard M. Foster; Mobile, Alabama  
Reverend Kenneth J. Gavin, S.J.; Washington, D.C.  
Dr. John A. Hendry; Lafayette, Louisiana  
Reverend Dan LaHart, S.J.; Houston, Texas  
Most Reverend Oscar H. Lipscomb; Mobile, Alabama  
Reverend Gregory F. Lucey, S.J.; Mobile, Alabama  
Mr. Michael Marshall; Mobile, Alabama  
Mr. Charles Ray Mayhall, III; Mobile, Alabama  
Dr. Dennis McCluskey; Mogadore, Ohio  
Mr. James D. McKinney; Chicago, Illinois  
Mr. Timothy Murphy; Kansas City, Missouri  
Dr. Christopher P. Puto; Minneapolis, Minnesota  
Ms. Peggy Rolando; Miami, Florida  
Ms. Tara Ryan; Chicago, Illinois  
Reverend Stephen J. Sauer, S.J.; Los Angeles, California  
Mr. Irving Silver; Mobile, Alabama  
Mrs. Teresa M. Smith; Point Clear, Alabama  
Reverend Andrew J. Thon, S.J.; Milwaukee, Wisconsin  
Ms. Katherine Viragh; Reno, Nevada

### Board of Trustees (continued)

Reverend Christopher Viscardi, S.J.; Mobile, Alabama

Mr. Gonzalo Valdes-Fauli; Miami, Florida

## ADMINISTRATIVE OFFICERS

## Executive Officers

Reverend Gregory F. Lucey, S.J. .... President

Joseph W. Deighton ..... Vice President for Student Affairs/Dean of Students

Kenneth J. Hokenson ..... Vice President for Development and College Relations

John W. Kerr ..... Director of Communications and Institutional Marketing

Reverend Mark A. Lewis, S.J. .... Assistant to the President

Charmane P. May ..... Executive Vice President

Steven W. Pochard..... Dean of Admission and Financial Aid

Rhonda M. Shirazi ..... Vice President for Business and Finance

George E. Sims ..... Provost and Vice President for Academic Affairs

## Administrative Officials

Glenn R. Bell ..... Director of Information Technology Services

Maureen C. Bergan ..... Director of Campus Ministry

Jennifer M. Bishop ..... Director of Student Activities and Greek Affairs

Samantha R. Church ..... Assistant to the Vice President and

Director of Annual Programs

Theresa McGonagle Crider ..... Director of Library and Information  
Resource Services

Patricia A. Davis ..... Director of HR and Risk Management

Ashley D. Dunklin ..... Coordinator of Academic Advising and  
Student Support Services

Karen Edwards ..... Director of Major Gifts

Ellen F. Foster ..... Director of Financial Aid

Anna I. Gaw ..... Coordinator for Students in Transition

H. Joyce Genz ..... Dean of Graduate and Continuing Studies

James M. Horton ..... Director of Administrative Information Services

Mindy C. Hovell ..... Director of Development Services

James W. Kellen ..... Coordinator of Career Services

Alexander R. Landi ..... Interim Associate Vice President for Academic Affairs

Kelly D. McCarron ..... Director of Alumni/Parent Programs

Brent A. McPherson ..... Director of Residence Life

Stuart W. Moore ..... Registrar

Joseetta Mulloy ..... Director of Student Academic Services

Margarita Perez ..... Associate Dean of Students

Joan B. Siegwald ..... Institutional Researcher

Scott K. Westbrook ..... Director of Athletics and Recreation

# Presidents of the College

Most Reverend Michael Portier, D. D., first bishop of Mobile, founded Spring Hill College May 1, 1830.

Mathias Loras, D.D. ....	1830-1832
John S. Bazin, D.D. ....	1832-1836
Peter Mauvernay .....	1836-1839
John S. Bazin, D.D. ....	1839-1840
Dominic F. Bach, S.P.M. ....	1840-1842
John S. Bazin, D.D. ....	1842-1844
Claude Rampon .....	1844-1845
John P. Bellier, C.J.M. ....	1845-1846
Albin Desgautieres .....	1846
Francis de Sales Gautrelet, S.J. ....	1847-1859
Anthony Jourdant, S.J. ....	1859-1862
Francis de Sales Gautrelet, S.J. ....	1862-1865
Aloysius Curioz, S.J. ....	1865-1868
John Montillot, S.J. ....	1868-1875
Dominic Beaudequin, S.J. ....	1875-1880
John Downey, S.J. ....	1880-1883
David McKiniry, S.J. ....	1883-1887
James Lonergan, S.J. ....	1887-1896
Michael S. Moynihan, S.J. ....	1896-1899
William Tyrrell, S.J. ....	1899-1907
Francis X. Twellmeyer, S.J. ....	1907-1913
Edward Cummings, S.J. ....	1913-1919
Joseph C. Kearns, S.J. ....	1919-1922
Michael McNally, S.J. ....	1922-1925
Joseph M. Walsh, S.J. ....	1925-1932
John J. Druhan, S.J. ....	1932-1938
W. Doris O'Leary, S.J. ....	1938-1946
W. Patrick Donnelly, S.J. ....	1946-1952
Andrew C. Smith, S.J. ....	1952-1959
A. William Crandell, S.J. ....	1959-1966
William J. Rimes, S.J. ....	1966-1972
Paul S. Tipton, S.J. ....	1972-1989
Donald I. MacLean, S.J. ....	1989-1989
William J. Rewak, S.J. ....	1989-1997
Gregory F. Lucey, S.J. ....	1997-



# Faculty

\* Indicates part-time appointment

( ) Date in parentheses after each name is the date of initial faculty appointment. Service has not necessarily been continuous since then.

## AIR FORCE STUDIES

Lt Col Douglas Mullins (2006) *Professor of Air Force Studies*—M.A., Webster University

Capt Cynthia Guillen (2005) *Assistant Professor of Air Force Studies*—M.S., Troy State University

1st Lt Christopher Pollitz (2005) *Assistant Professor of Air Force Studies*—M.A., Webster University

Capt Richard Parent (2006) *Assistant Professor of Air Force Studies*—B.S., Charleston Southern University

## DIVISION OF BUSINESS

Robert M. Bracken (2002) *Associate Professor and Director of Graduate Business*—C.P.A.; D.B.A., Mississippi State University, 1983; Teaching Areas: Accounting, Finance.

Sergio Castello (2007) *Associate Professor*—Ph.D., Colorado State University, 1996; Teaching Areas: Economics, International Business.

Brian J. Holbert (2005) *Instructor*—M.S., University of South Alabama, 2002; Ph.D. Candidate, University of Texas Arlington; Teaching Area: Computer and Information Systems.

James B. Larriviere (2001) *Associate Professor*—Ph.D., Auburn University, 1995; Teaching Areas: Economics, International Business, Finance.

Rhonda L. Lucas (2007) *Instructor*—M.S., University of South Alabama, 1998; Teaching Area: Computer and Information Systems.

\* Charmane P. May (1981) *Associate Professor*—Ph.D., University of Alabama in Birmingham, 1977; Teaching Area: Computer and Information Systems

Glenda A. Partridge (1999) *Instructor and Division Chair of Business*—C.P.A.; MBA, University of Mobile, 1989; D.B.A. Candidate, Anderson University; Teaching Areas: Accounting, Quantitative Methods

Ralph D. Sandler (1985) *Associate Professor*—Ph.D., Florida State University, 1984; Teaching Areas: Economics, Finance

Andrew D. Sharp (1985) *Professor*—C.P.A.; Ph.D., University of Mississippi, 1990; Teaching Areas: Accounting, Business Law

## **DIVISION OF COMMUNICATION, FINE AND PERFORMING ARTS**

### **Communication Arts**

Stuart C. Babington (2006) *Instructor*—Ph.D. Candidate, University of Southern Mississippi

\* Luis M. Blanco-Döring, S.J. (2007) *Instructor*—Post-Baccalaureate Degree, U.C.L.A., 1997

Sharee L. Broussard (2004) *Instructor*—M.S., The University of Southern Mississippi, 1992

Christina G. Kotchemidova (2005) *Assistant Professor*—Ph.D., New York University, 2005

Thomas J. Loehr (1975) *Professor; Division Chair of Communication, Fine and Performing Arts; and Department Chair of Communication Arts*—M.F.A., New York University Graduate Institute of Film and Television, 1973

### **Fine and Performing Arts**

Stephen F. Campbell, S.J. (1991) *Associate Professor and Department Chair of Fine and Performing Arts*—Ph.D., Northwestern University, 1994

Pieter Favier (2007) *Assistant Professor*—M.F.A, Cranbrook Academy of Art, 1984

Janden M. Richards (2000) *Assistant Professor*—M.A., Hunter College of CUNY, 1974

\* Barbara P. Starr (1977) *Associate Professor*—M.A., Florida State University, 1966

Wanda A. Sullivan (2007) *Assistant Professor*—M.F.A., University of Mississippi, 1990

## **DIVISION OF LANGUAGES AND LITERATURE**

### **English**

Margaret H. Davis (1993) *Professor and Altmayer Endowed Chair in Literature*—Ph.D., University of Alabama, 1990

Stephanie Girard (2000) *Assistant Professor and Faculty Development Director*—Ph.D., Rutgers University, 1996

- John H. Hafner (1971) *Professor*—Ph.D., University of Wisconsin, 1969
- Michael F. Kaffer (1962) *Professor, Division Chair of Languages and Literature, and Department Chair of English*—Ph.D., University of Alabama, 1985
- Litwiller, Leigh Ann (2005) *Assistant Professor*—Ph.D., University of Washington, 2004
- Michael Piasfsky (2007) *Assistant Professor*—Ph.D., University of Missouri, Columbia, 2007
- David K. Sauer (1972) *Professor*—Ph.D., Indiana University, 1977
- Catherine A. Swender (2004) *Assistant Professor*—Ph.D., Michigan State University, 2003
- Michael A. Williams, S.J. (1986) *Associate Professor*—Ph.D., University of Southern California, 1974

### **Foreign Languages**

- Amy P. Alfieri (2007) *Assistant Professor*—Ph.D., University of California, Davis, 2007
- Charles L. Kargleder (1963) *Professor, Department Chair of Foreign Languages*—Ph.D., University of Alabama, 1968
- Jesus Rodriguez, S.J. (1998) *Assistant Professor*—Ph.D., University of Alabama, 2006
- Colette J. Windish (2001) *Associate Professor*—Ph.D., Princeton University, 1997

### **LIBRARY FACULTY**

- Amanda K. Collins (2006) *Assistant Professor*—M.L.I.S., University of Alabama, 2000
- Theresa McGonagle Crider (1997) *Assistant Professor and Director of Library and Information Resource Services*—M.B.A., Spring Hill College, 2004
- Bret A. Heim (1993) *Associate Professor*—M.S., University of Illinois at Urbana-Champaign, 1993
- Janie M. Mathews (1999) *Assistant Professor*—M.L.I.S., University of Alabama, 1997
- Richard D. Weaver (1997) *Assistant Professor*—M.L.I.S., University of Alabama, 1997

## MILITARY SCIENCE

LTC Oakland McCulloch (2006) *Professor of Military Science*—M.M.A.S., U.S. Army Command General Staff College, 2002

MAJ Cynthia M. Bachus (2001) *Assistant Professor of Military Science*—B.A., Wright State (Ohio), 1994

MAJ Guy D. Bass (2004) *Assistant Professor of Military Science*—M.S., Troy State, 2001

LTC Timothy Rey (2002) *Assistant Professor of Military Science*—B.A., University of Southern Mississippi, 1984

## DIVISION OF NURSING

Marylee Bressie (2006) *Instructor*—M.S.N., University of South Alabama, 1995

Janet N. Chubb (2006) *Assistant Professor*—D.H.Sc., Nova Southeastern University, 2006

Margaret D. Cole (1997) *Professor*—D.S.N., University of Alabama at Birmingham, 1991

Christy P. Davidson (2006) *Instructor*—M.S.N., University of Mobile, 1998

Jacquelin L. Laraway (2006) *Instructor*—M.S.N., University of South Alabama, 1996

Ola H. Fox (2005) *Associate Professor*—D.N.S., Louisiana State University Health Sciences Center, 2000

Carol M. Harrison (1995) *Professor and Division Chair of Nursing*—Ed.D., Nova Southeastern University, 1983; M.S.N., University of South Alabama, 1987

Terran A. Mathers (1997) *Associate Professor*—D.N.S., Louisiana State University, 2002

## DIVISION OF PHILOSOPHY AND THEOLOGY

### Philosophy

R.V. Baylon, S.J. (2006) *Assistant Professor*—M.Div., Weston Jesuit School of Theology, 2005; M.D., University of Philippines-Manila, 1989

\* Melvin J. Brandon (1969) *Professor*—Ph.D., St. Louis University, 1972

K. Joanna S. Forstrom (2000) *Associate Professor*—Ph.D., Washington University in St. Louis, 1999

- Carl D. Kobelja (1971) *Professor*—Ph.D., Marquette University, 1972
- Gregory J. Morgan (2004) *Assistant Professor*—Ph.D., Johns Hopkins University, 2004
- Heather Salazar (2007) *Assistant Professor*—Ph.D., University of California, Santa Barbara, 2007
- Mark L. Starr (1990) *Associate Professor and Department Chair of Philosophy*—Ph.D., University of California, San Diego, 1988

### Theology

- Matthew J. Bagot (2007) *Instructor*—Ph.D. Candidate, Boston College
- David C. Borbridge, S.J. (1983) *Assistant Professor*—Ph.D., University of California-Berkeley, 1979
- Timothy R. Carmody (1989) *Professor and Director of Graduate Theology*—Ph.D., Catholic University of America, 1986
- George B. Gilmore (1974) *Professor*—Ph.D., Fordham University, 1974
- \* Frederick W. Gunti (1976) *Professor*—S.T.D., Catholic University of America, 1969
- \* Donald M. Kunstadt (1987) *Herbert P. Fiebelman, Jr., Chautauqua Professor of Jewish Studies*—M.A.H.L., Hebrew Union College, 1972
- John B. Switzer (2006) *Assistant Professor*—Ph.D., Boston College, 2006
- Christopher J. Viscardi, S.J. (1979) *Professor, Division Chair of Philosophy and Theology, and Department Chair of Theology*—S.T.D., Gregorian University, Rome, 1979
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## DIVISION OF SCIENCE AND MATHEMATICS

### Biology

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- Charles M. Chester (1998) *Associate Professor*—Ph.D., University of New Hampshire, 1996
- Donald E. Culberson (1997) *Associate Professor*—Ph.D., University of New Hampshire, 1985

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### **Chemistry, Physics and Engineering**

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Mark R. Watry (2007) *Assistant Professor*—Ph.D., University of Oregon, 2002

Carolyn R. Simmons (2005) *Assistant Professor*—Ph.D., Florida State University, 2005

### **Mathematics**

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Jeanette M. Monroe (1996) *Assistant Professor*—M.S., University of Tennessee, Knoxville, 1995

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## **DIVISION OF SOCIAL SCIENCES**

### **History**

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\* Mark A. Lewis, S.J. (2005) *Associate Professor and Assistant to the President*—Ph.D., University of Toronto, 1995

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\* John M. Welch (1965) *Assistant Professor*—M.A., Xavier University, 1969

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### **Psychology**

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Rachel Peltier (2006) *Assistant Professor*—Ph.D., University of North Texas, 1996

Royce G. Simpson (2001) *Associate Professor and Department Chair of Psychology*—Ph.D., University of Alabama, 1993

### **Sociology**

Larry D. Hall (1978) *Professor and Department Chair of Sociology*—Ph.D., University of Kentucky, 1979

Michelle A. Petrie (2005) *Assistant Professor*—Ph.D., University of Georgia, 2004

## **DIVISION OF TEACHER EDUCATION**

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Mitzie L. Sowell (2007) *Assistant Professor*—Ph.D., Auburn University, 2006

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## DIVISION OF GRADUATE AND CONTINUING STUDIES

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Anna I. Gaw (2001) *Coordinator for Students in Transition*—M.A., Kansas State University, 2001

James W. Kellen (2003), *Coordinator, Career Services*—M.A., The University of Alabama, 1975

Josetta Mulloy (1974) *Director, Student Academic Services*—M.Ed., University of South Alabama, 1985



## Emeriti

- Celestine Algero, S.C. (1974) *Professor of Teacher Education*—Ed.D., Temple University, 1975
- Ruth E. Belasco (1983) *Professor of Fine and Performing Arts*—M.F.A., West Virginia University, 1980
- Charles J. Boyle (1952) *Professor of English*—Ph.D., University of Wisconsin, 1957
- Emmanuel J. Cutrone (1986) *Professor of Theology*—Ph.D., University of Notre Dame, 1975
- Walter L. Furman, S.J. (1943) *Professor of Mathematics*—Ph.D., University of Florida, 1961
- A. Frederick Hemphill (1957) *Professor of Biology*—Ph.D., University of Alabama, 1960
- John W. Kane, Jr. (1969) *Professor of Physics*—Ph.D., University of Alabama, 1969
- James L. Lambert, S.J. (1968) *Professor of Chemistry*—Ph.D., Johns Hopkins University, 1963
- Stewart D. Langdon (1993) *Associate Professor of Management*—Ph.D., Auburn University, 1996
- Barbara S. Nolan (1968) *Professor of English*—Ph.D., University of Notre Dame, 1964
- Betsy D. Stafford (1969) *Professor of Teacher Education*—Ed.D., Auburn University, 1978
- Ira N. Swingle, Jr. (1965) *Associate Professor of Music*—M.Ed., Teachers College, Columbia University, 1952
- Diane Thompson (1973) *Professor of Psychology*—Ph.D., University of Arizona, 1963

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Spring Hill College reserves to itself the right to adapt and change any and all policies relevant to the proper functioning of the College, its educational philosophy and practical measures to be followed. This explicitly includes courses and academic programs as well as regulations involving student life and conduct. The College understands these conditions to be relevant to all students, both formerly and currently enrolled.

**Nondiscrimination Policy**

Spring Hill College does not discriminate on the basis of race, color, national origin, sex, age, or disability in the administration of its educational programs and activities, admission policies, scholarship and loan programs, athletic programs and other college-administered programs and activities.

Grievance procedures which provide for prompt and equitable resolution of student and employee complaints alleging any act of discrimination are administered by the College's Title IX and Section 504 Coordinator, Ms. Patricia Davis, whose office is in the Personnel Office (251-380-3063).

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