



**Alderson  
Broaddus  
UNIVERSITY**

**2021-2022 UNDERGRADUATE CATALOG**

## Notice of Non-Discrimination

Alderson Broaddus University is committed to providing and maintaining a learning and working environment that is free from any form of illegal discrimination or harassment in accordance with federal, state and local law, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Americans with Disabilities Amendments Act, the Age Discrimination in Employment Act, the West Virginia Human Rights Act, and their implementing regulations. Specifically, the University does not discriminate on the basis of sex, age, race, color, national origin, disability, religion, veteran status, or any other characteristic protected by federal, state and local law in recruitment, admission, educational programs, University activities or employment. There will be no retaliation against any individual who makes a good faith report of discrimination or harassment or participates in or cooperates with any investigation of alleged discrimination or harassment.

The following person has been designated to handle inquiries regarding the University's non-discrimination policies:

Bruce Blankenship  
Title IX Coordinator  
101 College Hill Drive  
Philippi, WV 26416  
(304) 457-6302  
[blankenshipba@ab.edu](mailto:blankenshipba@ab.edu)

Additionally, you may contact the United States Department of Education, Office for Civil Rights:

Department of Education, Office for Civil Rights  
Lyndon Baines Johnson Department of Education Bldg.  
400 Maryland Avenue, SW  
Washington, DC 20202-1100  
Telephone: (800) 421-3481  
FAX: (202) 453-6012  
TDD: (877) 521-2172  
Email: [www2.ed.gov](http://www2.ed.gov)

## Notice of Disclaimer

Nothing in this publication or any of Alderson Broaddus University written policies, handbooks or other documents and nothing stated orally by a representative of the University should be construed to create any contractual obligations on the part of the University. Furthermore, no one at the University is authorized to contractually obligate the University to any student unless the obligation is in writing and is signed by the President of the University or designee. Recognizing that changes may be necessary, the University reserves the right to change at any time its policies, guidelines and procedures, including without limitation, the University's curricula, course offerings, fees, requirements for graduation and any other matters set forth in the various catalogs, manuals, written policies and other documents, at the sole discretion of the University.

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# 2021-2022 ACADEMIC CALENDAR

## 2021 Fall Semester

First Day of Classes .....	Aug 23
First Day of Fall 1st 7-week Courses .....	Aug 23
First Day of Fall 1st 8-week Courses .....	Aug 23
Last Day to Add/Drop Fall 1st 7-week Courses .....	Aug 25
Last Day to Add/Drop Fall 1st 8-week Courses .....	Aug 25
LPN-BSN Weekend Classes .....	Aug 27-28
Last Day to Add/Drop Classes .....	Aug 30
First Day of Fall 1st 6-week Courses .....	Aug 31
Opening Convocation .....	Sep 2
Labor Day Holiday (No On-Campus Classes) .....	Sep 6
Last Day to Clear Incompletes from Previous Semester .....	Sep 20
LPN-BSN Weekend Classes .....	Sep 24-25
Last Day to Withdraw from Fall 1st 7-week Courses .....	Sep 29
Last Day to Withdraw from Fall 1st 8-week Courses .....	Oct 1
Midterm Grades Due .....	Oct 8
Last Day of Fall 1st 7-week Courses .....	Oct 8
First Day of Fall 2nd 7-week Courses .....	Oct 11
Last Day of Fall 1st 8-week Courses .....	Oct 13
Last Day to Add/Drop Fall 2nd 7-week Courses .....	Oct 13
Last Day of Fall 1st 6-week Courses .....	Oct 13
Final Exams for Fall 1st 8-week Courses .....	Oct 14
Fall Break .....	Oct 14-15
First Day of Fall 2nd 8-week Courses .....	Oct 15
Last Day to Add/Drop Fall 2nd 8-week Courses .....	Oct 18
First Day of Fall 2nd 6-week Courses .....	Oct 19
LPN-BSN Weekend Classes .....	Oct 22-23
Advance Registration for Spring Semester .....	Oct 25-29
Last Day to Withdraw from Full Semester Classes .....	Nov 9
LPN-BSN Weekend Classes .....	Nov 12-13
Last Day to Withdraw from Fall 2nd 7-week Courses .....	Nov 17
Last Day to Withdraw from Fall 2nd 8-week Courses .....	Nov 17
Thanksgiving Break .....	Nov 22-26
Thanksgiving Day .....	Nov 25
Last Day of Fall 2nd 6-week Courses .....	Dec 2
Last Day of Classes .....	Dec 7
Last Day of Fall 2nd 7-week Courses .....	Dec 7
Last Day of Fall 2nd 8-week Courses .....	Dec 7
Final Exams for Fall 2nd 8-week Courses .....	Dec 8
Final Exams .....	Dec 8-11 & Dec 13
Christmas Day .....	Dec 25

## 2022 Spring Semester

New Year's Day .....	Jan 1
First Day of Classes .....	Jan 10
First Day of Spring 1st 7-week Courses .....	Jan 10
First Day of Spring 1st 8-week Courses .....	Jan 10
Last Day to Add/Drop Spring 1st 7-week Courses .....	Jan 12
Last Day to Add/Drop Spring 1st 8-week Courses .....	Jan 12
Martin Luther King, Jr. Holiday (No On-Campus Classes) .....	Jan 17
Last Day to Add/Drop Classes .....	Jan 18
First Day of Spring 1st 6-week Courses .....	Jan 18
LPN-BSN Weekend Classes .....	Jan 21-22
Last Day to Clear Incompletes from Previous Semester .....	Feb 7
LPN-BSN Weekend Classes .....	Feb 11-12
Last Day to Withdraw from Spring 1st 7-week Courses .....	Feb 16
Last Day to Withdraw from Spring 1st 8-week Courses .....	Feb 18
President's Day Holiday (No On-Campus Classes) .....	Feb 21
Last Day of Spring 1st 6-week Courses .....	Feb 24
Midterm Grades Due .....	Feb 28
Last Day of Spring 1st 7-week Courses .....	Mar 2
Last Day of Spring 1st 8-week Courses .....	Mar 3
Final Exams for Spring 1st 8-week Courses .....	Mar 4
First Day of Spring 2nd 8-week Courses .....	Mar 7
Spring Break .....	Mar 7-11

Last Day to Add/Drop Spring 2nd 8-week Courses .....	Mar 9
First Day of Spring 2nd 7-week Courses .....	Mar 14
Last Day to Add/Drop Spring 2nd 7-week Courses .....	Mar 16
LPN-BSN Weekend Classes .....	Mar 18-19
Advance Registration: Summer/Fall Semesters .....	Mar 21-25
First Day of Spring 2nd 6-week Courses .....	Mar 22
Last Day to Withdraw from Full Semester Courses .....	Apr 4
Honors Convocation .....	Apr 9
Last Day to Withdraw from Spring 2nd 7-week Courses .....	Apr 14
Good Friday (No On-Campus Classes) .....	Apr 15
Easter .....	Apr 17
Last Day to Withdraw from Spring 2nd 8-week Courses .....	Apr 18
LPN-BSN Weekend Classes .....	Apr 22-23
Last Day of Classes .....	Apr 26
Last Day of Spring 2nd 7-week Courses .....	Apr 26
Last Day of Spring 2nd 6-week Courses .....	Apr 26
Reading Day .....	Apr 27
Baccalaureate .....	Apr 28
Last Day of Spring 2nd 8-week Courses .....	Apr 28
Final Exams for Spring 2nd 8-week Courses .....	Apr 29
Final Exams .....	Apr 29-30 & May 2-4
Commencement .....	May 7

## 2022 Full Summer Term (12 weeks)

First Day of Full Summer Session Courses .....	May 16
Last Day to Add/Drop Full Summer Session Courses .....	May 18
LPN-BSN Weekend Classes .....	May 20-21
Memorial Day Holiday (No On-Campus Classes) .....	May 30
LPN-BSN Weekend Classes .....	Jun 3-4
Midterm (Full Summer) .....	Jun 22
LPN-BSN Weekend Classes .....	Jun 24-25
Independence Day Holiday (No On-Campus Classes) .....	Jul 4
LPN-BSN Weekend Classes .....	Jul 15-16
Last Day to Withdraw from Full Summer Session Courses .....	Jul 21
Last Day of Full Summer Session Courses .....	Aug 4
Final Exams for Full Summer Session Courses .....	Aug 5

## 2022 First Summer Term (6 weeks)

First Day of 1st Summer Session Courses .....	May 16
Last Day to Add/Drop 1st Summer Session Courses .....	May 18
Memorial Day Holiday (No On-Campus Classes) .....	May 30
Last Day to Withdraw from 1st Summer Session Courses .....	Jun 15
Last Day of 1st Summer Session Courses .....	Jun 23
Final Exams for 1st Summer Sessions Courses .....	Jun 24

## 2022 Second Summer Term (6 weeks)

First Day of 2nd Summer Session Courses .....	Jun 27
Last Day to Add/Drop 2nd Summer Session Courses .....	Jun 29
Independence Day Holiday (No On-Campus Classes) .....	Jul 4
Last Day to Withdraw from 2nd Summer Session Courses .....	Jul 27
Last Day of 2nd Summer Session Courses .....	Aug 4
Final Exams for 2nd Summer Session Courses .....	Aug 5

## 2022 Extended Learning Summer Term (8 weeks) (2022 Third Summer Term)

First Day of Extended Learning Summer Session .....	June 6
Last Day to Add/Drop Extended Learning Summer Courses .....	June 8
Last Day to Withdraw from Extended Learning Summer Courses .....	Jul 15
Last Day of Extended Learning Summer Courses .....	Jul 31

## GENERAL INFORMATION

### Alderson Broaddus University Mission

#### Identity

Alderson Broaddus University is an independent institution of higher learning, committed to serving the region as an academic, cultural, and religious resource, with programs based on a strong liberal arts foundation. The University is rooted in historic and continuing relationships with the West Virginia Baptist Convention and the American Baptist Churches U.S.A.

#### Mission

The mission of Alderson Broaddus University is to provide our students with the highest quality education, striving to prepare students to succeed in their chosen disciplines and to fulfill their roles in a diverse society as well-rounded and responsible citizens.

#### Institutional Student Learning Outcomes

In accordance with the mission of the institution, Alderson Broaddus University has identified five institutional student learning outcomes: Civic Engagement; Communication; Critical Thinking; Diversity; Ethics. The University continually assesses student learning outcomes and achievement in these five areas through its academic majors, liberal studies and co-curricular activities.

##### CIVIC ENGAGEMENT

Graduates will have engaged in service with varied communities.

##### COMMUNICATION

Graduates will be able to express ideas through forms appropriate to their intended audience.

##### CRITICAL THINKING

Graduates will be able to acquire, assess and apply information in order to solve problems and make informed decisions.

##### DIVERSITY

Graduates will have been exposed to different ideas, perspectives, backgrounds, and cultures.

##### ETHICS

Graduates will be able to recognize and apply ethical principles in various contexts.

#### Church Relatedness Statement

Alderson Broaddus University affirms our commitment to our historical and continuing relationship with the American Baptist Churches USA and the West Virginia Baptist Convention. We fulfill our educational mission as a faith-based learning community through an ethically informed curriculum from a Christian perspective. Alderson Broaddus University seeks to provide a caring community, reflective of the diversity present in society and in the body of Christ, but united in mutual respect and understanding. We embrace Christian values, including moral integrity, service, trust, justice, and compassion, among others. Within a nurturing environment, we seek to support and empower all members of our community to explore and carry out these values. As part of this commitment, we support religious freedom and respect diverse expressions of faith.

## Vision Statement

Alderson Broaddus University will:

- prepare graduates for success and service to humanity;
- embody its Christian heritage by caring for each student in a faith-based learner centered environment;
- be renowned as a leader in health-related and professional higher education;
- educate students in the tenets of civic engagement, communication, critical thinking, diversity, and ethics to provide the foundation of a liberal arts education;
- enhance the quality of life and economic viability of the region.

## Accreditations and Memberships

Alderson Broaddus University is a private institution chartered under the laws of the State of West Virginia, affiliated with the West Virginia Baptist Convention and with the American Baptist Churches USA. While the University is Baptist in heritage and relationship, it is not sectarian in outlook. Students are admitted on the basis of academic ability and moral character.

The University is accredited by the Higher Learning Commission.

Higher Learning Commission  
230 South LaSalle Street, Suite 7-500  
Chicago, IL 60604  
(800) 621-7440

The nursing baccalaureate program is accredited by Accreditation Commission for Education in Nursing and is approved by the West Virginia Board of Examiners for Registered Professional Nurses.

Accreditation Commission for Education in Nursing  
3390 Peachtree Road NE, Suite 1400  
Atlanta, GA 30326  
(404) 975-5000  
[acenursing.org](http://acenursing.org)

West Virginia Board of Examiners for Registered Professional Nurses (WVBOERN)  
90 MacCorkle Ave., SW, Suite 203  
South Charleston, WV 25303  
(304) 744-0900  
[wvrnboard.wv.gov](http://wvrnboard.wv.gov)

The teacher education program is accredited by the Association for Advancing Quality in Educator Preparation (AAQEP).and the West Virginia Department of Education.

Alderson Broaddus University is a member in good standing of the Association for Advancing Quality in Educator Preparation (AAQEP). Alderson Broaddus University is working toward accreditation of its educator preparation programs under the AAQEP standards with an anticipated Quality Assurance Review in Fall 2022.

Association for Advancing Quality in Education Preparation  
P.O. Box 7511  
Fairfax Station, VA 22039-9998  
(585) 298-1694  
[aaqep.org](http://aaqep.org)

West Virginia Department of Education  
1900 Kanawha Boulevard  
East Charleston, WV 25305  
(304) 558-2681  
[wvde.us](http://wvde.us)

Alderson Broaddus University is a member of the Council of Independent Colleges, the National Association of Independent Colleges and Universities, the Appalachian College Association, the International Council on Education, the West Virginia Association of Colleges for Teacher Education, the American Association for Teacher Education, the Association of Christian Higher Education of the American Baptist Churches /USA, and the West Virginia Independent Colleges and Universities, Inc.

Alderson Broaddus University is recognized by the American Association of Women, the American Association of University Professors, and numerous other learned and professional societies. State departments of education have approved the institution for the training of teachers for elementary and secondary schools.

## ADMISSION TO THE UNIVERSITY

Information pertaining to admission to Alderson Broaddus University can be found on the Admissions website: <http://ab.edu/admission/>.

## FEES AND FINANCIAL AID

Comprehensive tuition, room, board and general fees total \$39,880.00 for the year 2021-2022. These yearly amounts are based upon two semesters in residence on campus. See additional information below concerning tuition. The total cost of educating a student at Alderson Broaddus University for one year is significantly more than the amount paid by the student. Gifts to Alderson Broaddus from churches, trustees, alumni, and other friends, along with endowment income and certain efficiency factors, provide the difference.

The University strives to keep the cost to parents and students as reasonable as possible, consistent with the development and maintenance of an instructional staff and campus facilities, which assure high-quality education. The University reserves the right to adjust charges from year to year in accordance with operating costs and inflationary trends.

### Expenses for 2021-2022 (2 semesters)

Year Tuition\* .....\$29,720.00

Room and Board\*\* .....\$9,860.00

General Fee .....\$300.00

Total .....\$39,880.00

\*Based on 12-18 semester hours each semester

\*\*Based on the Priestly/Kincaid rates

**Expenses for 2022-2023 will be announced in the spring of 2022.**

### Tuition

Tuition charges are based on the number of University-sponsored semester hours attempted, whether on or off campus. These rates apply to full-time and part-time students. The charge for 2021-2022 is \$990.00 per credit hour. Students are charged tuition based on a per-credits hour basis up through 11 semester hours, at \$990.00 per credit hour. For a credit hour load of 12-18 hours, students are charged a flat fee of \$14,860.00 per semester. Semester hours taken beyond 18 hours are charged on a per-credit hour basis. For the medical/radiological technology and physician assistant programs, tuition variances do occur as the result of the required clinical experience needed for these programs.

### General Fee (2021-2022)

The general fee of \$150.00 per semester is assessed for students who register for 12 or more semester hours, and \$75.00 per semester for students who register for 7-11 semester hours. This required fee includes charges for student activities, student center, student publications, and special events, and is administered by the Student Government Association (SGA).



## Special Fees

Special fees will be assessed on a nonrecurring basis to students requesting special academic services.

## Room and Board

As long as University facilities are available, all unmarried students are required to live in University residence halls except as noted under "Residence Hall Living" in the Student Handbook. The University will determine the number of occupants in each room. University residence hall room rates range from \$2,325.00 - \$4,080.00 per student, per semester in 2021-2022. When double rooms are permitted to be used as single rooms, a 50 percent increase in rent is charged. Opening and closing dates for residence halls are stipulated in the academic calendars on pages vi and vii. Any students needing to arrive earlier must secure permission from the vice president for student services and pay for the extra room and board. Residence halls will be closed when the University is not in regular session, except for those students whose course of study or campus work requires them to remain at the University. Such students must obtain permission from the director of residence life to remain on campus, must observe all University regulations, will be charged full room and board rates for all such days on campus, and may be required to live in rooms other than the ones they occupy during the regular session. The University reserves the right to use residence hall rooms for the housing of visitors during prolonged vacation periods. Students are notified of such use in advance of the vacation period when this is contemplated. The University has contracted with a professional food service management company for its food services and attempts to maintain high quality facilities and service. Board costs are \$2,465.00 per semester in 2021-2022. All resident students are charged for full board in the University dining hall. No refunds are granted for meals missed.

## Refunds

### Course Withdrawals

If a student drops a course up through the regular registration period, the student is not charged for that course; however, if a student withdraws from a course following the regular registration period, he or she will be charged for the tuition.

## Withdrawal from the University

### Tuition

Undergraduate and Graduate Students officially withdrawing from the University, for any reason, before 60% of the semester is complete will be refunded a part of the charges for tuition proportionate to the number of days remaining in the semester. A student withdrawing from the University, for any reason, after 60% of the semester is complete, will not receive any refund for tuition. The percentage for which the student is responsible to pay is calculated by dividing the number of calendar days attended by the total number of calendar days in the semester, excluding scheduled breaks of five days or more.

Students considered unofficially withdrawn will not be eligible for prorated refund process.

### Room

Undergraduate students officially withdrawing from the University, for any reason, before 60% of the semester is complete, will receive a prorated refund of room charges proportionate to the number of days occupied divided by the total days in the semester. Graduate students who occupy undergraduate housing on a temporary basis who subsequently make alternate arrangements will receive a prorated refund proportionate to the number of days occupied compared to remaining days.

### Fees

All fees are nonrefundable.



## Board

A student officially withdrawing from the University, for any reason, before 60% of the semester is complete will be refunded a part of the charges for board proportionate to the number of days of the semester remaining after the meal ticket is surrendered. A student withdrawing from the University, for any reason, after 60% of the semester is complete, will not receive any refund for board. The percentage is calculated by dividing the number of calendar days attended by the total number of calendar days in the semester excluding scheduled breaks of five days or more.

## Financial Aid

Refunds of financial aid are calculated separately to comply with federal regulations. The calculations include the length of the enrollment period, unpaid institutional charges, all educational costs for the enrollment period and amounts paid toward institutional charges from financial aid and cash paid by the student. Students who consider withdrawing or reducing hours below full-time are advised to contact the Financial Aid Office.

## Charges Payable

All accounts with the University must be paid to a threshold approved each semester by the president's cabinet, and within federal guidelines, before a student is permitted to register for another semester. Transcripts and diplomas will be withheld until the student's financial obligations to the University have been met. All payments must be made in equivalent U.S. dollars.

All term or semester charges are due by August 23<sup>rd</sup> for the fall term and by January 10<sup>th</sup> for the spring term. If the balance is not paid within 30 days of the due date a late fee of \$150.00 may be assessed. Also, for each month that there is a balance, unpaid interest may be charged on the unpaid amount at the end of each month, excluding August and January. The interest rate is 6% over twelve months (ex. \$100 x 6% divided by 12 = \$0.50)

For questions, please contact the Student Accounts Manager in the Business Office.

## Financial Aid Categories

Financial aid falls into specific categories and is administered by carefully planned policies. The categories include scholarships, grants, loans and work opportunities.

The primary responsibility for the cost of a student's education must rest with the student and their parents. However, Alderson Broaddus University gives limited financial assistance to promising and deserving students who present evidence of special need. The University has a program of aid which includes scholarships, grants, loans and work. Because the demand is always greater than the resources available, the amount granted to any individual student must be limited.

Alderson Broaddus University provides a number of scholarships and grants through the University budget. The Financial Aid Office of the University awards these funds. These awards are renewable if the student maintains minimum requirements established by the University. Alderson Broaddus University also participates in the West Virginia Promise Scholarship program and the West Virginia Higher Education Grant Program and all Federal Title IV financial aid programs. Please go to [www.ab.edu](http://www.ab.edu) for information on the different types of financial aid that are available.

The student must complete the Free Application for Federal Student Aid (FAFSA) [www.fafsa.gov](http://www.fafsa.gov) in order to be considered for any Institutional, State or Federal assistance (or an institutional aid application for international students). The University's priority deadline for FAFSA application is March 1.

## Refund of Financial Aid

When a recipient of Title IV aid withdraws from an institution during a payment period or period of enrollment in which the recipient began attendance, the institution must determine the amount of Title IV aid the student earned as of the student's withdrawal date. These policies apply only to students who completely terminate their enrollment or stop attending classes before completing more than 60 percent

of the enrollment period (term). This policy does not apply to students who withdraw from individual courses, unless all courses are eventually dropped. When a student withdraws from all of his/her courses, he/she may no longer be eligible for the full amount of Title IV funds that he/she was originally scheduled to receive.

### **Definition of Return to Title IV (R2T4)**

According to Section 484B of the Higher Education Act of 1965 (as amended), students who withdraw or are withdrawn from all classes in a term may be required to return all or part of their **Title IV aid** received for that term. Title IV aid includes Federal Pell Grant, Federal SEOG (Supplemental Educational Opportunity Grant), Direct Subsidized Loan, Direct Unsubsidized Loan, Parent PLUS Loan, Federal Perkins Loan, and Teach Grant.

Title IV aid is awarded to a student under the assumption that he/she will attend school for the entire period for which the assistance is awarded. The return of funds is based upon the concept that students earn their financial aid in proportion to the amount of time in which they are enrolled.

Once 60% of the semester is completed, a student is considered to have earned all of his/her financial aid and will not be required to return any funds.

The Return of Title IV Funds regulation does not dictate the institutional refund policy.

The calculation of Title IV funds earned by the student has NO relationship to the student's incurred institutional charges.

## **Withdrawal and Return Process**

### **Determining the Withdrawal Date**

A student's withdrawal date, determined by the last date of attendance, is used to calculate the amount of financial aid to be returned. To determine the withdrawal date for R2T4, the withdrawal date varies with the type of withdrawal.

### **Official Withdraw**

A student may provide official notification of his or her intent to withdrawal by following the school's withdrawal process. The withdrawal date for official withdrawal may either be the date the student began the withdrawal process or the last date of attendance in an academically related activity.

### **Unofficial Withdraw**

A student who leaves AB and does not notify the school of their withdrawal is considered an unofficial withdrawal. There are two categories of these unofficial withdrawals for purposes of R2T4. First, if the AB determines that a student did not begin the withdrawal process or otherwise notify the school of the intent to withdraw due to illness, accident, grievous personal loss, or other circumstances beyond the student's control, the withdrawal date is the date the school determines that the student ceased attendance because of the aforementioned applicable event.

The second category of unofficial withdrawals encompasses all other withdrawals where official notification is not provided to AB. For these withdrawals, commonly known as dropouts, the withdrawal date may be the midpoint of the payment period or period of enrollment, as applicable, or the last date of an academically related activity in which the student participated.

Alderson Broaddus University has an official grading policy that provides instructors with the ability to differentiate between those students who complete the course but failed to achieve the course objectives and those students who did not complete the course. When a student that has begun attendance fails to earn all "NF" at the end of the semester, Alderson Broaddus University, for federal student aid purposes, must assume that the student has unofficially withdrawn or dropped out.

If the student has unofficially withdrawn (shows zero earned hours at the end of the semester), the midpoint of the term may be used as the withdrawal date. Therefore, 50% of the student's federal student aid for the term is considered unearned and may result in a reduction of federal aid. If the last date of attendance in an academically related activity can be determined, that date is used.

However, when Alderson Broaddus University can document attendance or participation beyond the 60% point in the semester, the student may be able to retain 100% of his/her federal student aid under these circumstances.

*Section 484B (c) of the HEA makes it clear that the determination of a student's withdrawal date is the responsibility of the institution. Therefore, the institution, not the student, must document a student's attendance at an academically-related activity. A student's certification of attendance that is not supported by documentation by the institution would not be acceptable documentation for the student's last date of attendance at an academically related activity." (section 668.22 (c) in the Discussion, Federal Register 34 CFR Part 668, 6682, and 685, Student Assistance General Provisions and FFELP and Direct Loan Program, Final Rule)*

## Proration Calculation

Title IV aid earned is prorated up to and including the 60% point in the semester. After that point in time, Title IV aid is considered 100% earned. EXCEPTION: If the course or courses are not for the full length of the semester (ex. 1st 7-week class in the summer term), see the section below regarding Module Courses)

Percentage of Title IV aid earned is calculated as follows:

$$\frac{60 \text{ (\# of days completed)}}{106 \text{ (Total \# of days in term*)}} = 56.60\% \text{ (Earned Title IV Aid)}$$

\*Total number of calendar days in a term of enrollment excluding any scheduled breaks of more than five days.

The percentage of unearned Title IV aid is calculated as follows:

100% minus the percent earned (Example:  $100\% - 56.60\% = 43.40\%$ ).

Unearned aid will be returned first by AB from the student's account calculated as follows:

Total institutional charges X percent of unearned aid = amount to be returned to program(s) by the school. The remaining unearned aid is the responsibility of the student; however, AB returns all Title IV aid to the government. Any amount the student owes will be part of the outstanding balance owed to the institution. Notification of the proration, amounts returned, amounts owed and outstanding balance will be sent to the student by the Business Office.

## Returning Funds

AB must return any unearned Title IV funds within 45 days of the date the school determined the student withdrew and offer any post-withdraw disbursements of loan funds within 30 days of that date. The University must also disburse any Title IV grant funds a student is due as a part of a Post withdrawal disbursement within 45 days of the date a school determined the student withdrew, plus disburse any loan funds a student accepts within 180 days of that date. Unearned funds are paid directly to the U.S. Department of Education.

This amount of unearned funds is Alderson Broaddus University's responsibility to return to the appropriate Title IV fund(s); however, because the student did not earn these funds, the amount will be billed to their student account. If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds, and the student would be required to return a portion of the funds. AB will send back all Title IV funds to the federal government. This may result in the student owing a balance to the institution. Notification of outstanding balances will be sent to the student by the Business Office.

Unearned Title IV aid shall be returned to the following programs in the below order:

- Unsubsidized Federal Direct Loan
- Subsidized Federal Direct Loan
- Federal Graduate PLUS Loan
- Federal Parent PLUS Loan
- Federal Pell Grant
- Federal Iraq and Afghanistan Service Grant
- Federal SEOG
- Federal Teach Grant
- Other Title IV grants or loan assistance

Unearned Title IV funds must be returned within 45 days of the student's withdrawal. AB will return the student's unearned Title IV funding on their behalf and consider the returned funds as the student's debt owed to AB.

**Note:** If a student did not receive funds in one of the programs listed above, there would be no funds to return. Also, any loan amount not returned remains subject to the terms of the promissory note signed by the student.

## Module Courses

When a recipient of Title IV aid is enrolled in module courses withdraws from an institution during a payment period or period of enrollment in which the recipient began attendance, the institution must determine the amount of Title IV aid the student earned as of the student's withdrawal date. A student is a withdrawal for Title IV purposes if the student ceases attendance at any point prior to completing the payment period or period of enrollment, unless the school obtains written confirmation from the student at the time of the withdraw that he/she will attend a module that begins later in the term. A student may change the date of return to a module that begins later in the same payment period or period of enrollment, provided the student does so in writing prior to the return date that he or she had previously confirmed. If the school obtains this confirmation of future attendance, but he/she does not return as scheduled, the student is considered to have withdrawn from the payment period or period of enrollment. The student's withdrawal date and a total number of calendar days in the payment or enrollment period would be the initial withdrawal date.

If the student enrolled in a module completely terminates their enrollment or stops attending classes before completing more than 60 percent of the enrollment period (term) (and has not notified the school in writing of their intent to attend a module that begins later in the term), then they may not have earned all of their aid. This policy does not apply to students who withdraw from individual courses, unless all courses are eventually dropped. When a student withdraws from all of his/her courses, he/she may no longer be eligible for the full amount of Title IV funds that he/she was originally scheduled to receive.

Title IV aid includes Federal Pell Grant, Federal SEOG (Supplemental Educational Opportunity Grant), Direct Subsidized Loan, Direct Unsubsidized Loan, Parent PLUS Loan, Federal Perkins Loan, and Teach Grant.

Title IV aid is awarded to a student under the assumption that he/she will attend school for the entire period for which the assistance is awarded. The return of funds is based upon the concept that students earn their financial aid in proportion to the amount of time in which they are enrolled.

Once 60% of the semester is completed, a student is considered to have earned all of his/her financial aid and will not be required to return any funds.

The Return of Title IV Funds regulation does not dictate the institutional refund policy.

The calculation of Title IV funds earned by the student has NO relationship to the student's incurred institutional charges.

## Proration Calculation

Title IV aid earned is prorated up to and including the 60% point in the semester. After that point in time, Title IV aid is considered 100% earned. If a student does completely withdraw and does not provide a written notification of the intent to attend a module that begins in the same term, and the student has not completed more than 60% of the term, the student may not have earned all of his or her Title IV aid.

Percentage of Title IV aid earned is calculated as follows:

$$\frac{46 \text{ (\# of days completed)}}{82 \text{ (Total \# of days in term*)}} = 56.1\% \text{ (Earned Title IV Aid)}$$

*\* Total number of calendar days in a term of enrollment excluding any scheduled breaks of more than five days.*

The percentage of unearned Title IV aid is: 100% minus the percent earned. (Example: 100% – 56.1% = 43.9%)

Unearned aid will be returned first by AB from the student's account calculated as follows:

Total institutional charges X percent of unearned aid = amount to be returned to program(s) by the school. The remaining unearned aid is the responsibility of the student; however, AB returns all Title IV aid to the government. Any amount the student owes will be part of the outstanding balance owed to the institution. Notification of the proration, amounts returned, amounts owed and outstanding balance will be sent to the student by the Business Office.

## Returning Funds

AB must return any unearned Title IV funds within 45 days of the date the school determined the student withdrew and offer any post-withdraw disbursements of loan funds within 30 days of that date. The University must also disburse any Title IV grant funds a student is due as a part of a Post withdrawal disbursement within 45 days of the date a school determined the student withdrew, plus disburse any loan funds a student accepts within 180 days of that date. Unearned funds are paid directly to the U.S. Department of Education.

This amount of unearned funds is Alderson Broaddus University's responsibility to return to the appropriate Title IV fund(s); however, because the student did not earn these funds, the amount will be billed to their student account. If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds, and the student would be required to return a portion of the funds. AB will send back all Title IV funds to the federal government. This may result in the student owing a balance to the institution. Notification of outstanding balances will be sent to the student by the Business Office.

Unearned Title IV aid shall be returned to the following programs in the below order:

- Unsubsidized Federal Direct Loan
- Subsidized Federal Direct Loan
- Federal Graduate PLUS Loan
- Federal Parent PLUS Loan
- Federal Pell Grant
- Federal Iraq and Afghanistan Service Grants
- Federal SEOG
- Federal Teach Grant
- Other Title IV grants or loan assistance

Unearned Title IV funds must be returned within 45 days of the student's withdrawal. AB will return the student's unearned Title IV funding on their behalf and consider the returned funds as the student's debt owed to AB.

**Note:** If a student did not receive funds in one of the programs listed above, there would be no funds to return. Also, any loan amount not returned remains subject to the terms of the promissory note signed by the student.

### **Non-Title IV Funds**

Non-Title IV aid (including alternative loans) is refunded to its source according to the institutional tuition refund schedule located in the catalog.

Refunds on all institutional charges, including tuition and fees, will be calculated using the refund policy published in the Alderson Broaddus University Catalog and will be calculated and determined by the Business Office.

Refunds and adjusted student statement bills will be sent by the Business Office to the student's address on file with the Registrar's office following a withdraw.

Students are responsible for any portion of their institutional charges left outstanding after Title IV funds are returned and any institutional and/or other aid that may have been adjusted. Students must make arrangements with the Business Office for repayment of the outstanding charges. Consequences of non-payment include blocks on re-enrollment, transcript and diploma holds, and student account placement with Collections. Notification of outstanding balances will be sent to the student by the Business Office.

### **Charges Payable**

All accounts with the University must be paid to a threshold approved each semester by the president's cabinet, and within federal guidelines, before a student is permitted to register for another semester. Transcripts and diplomas will be withheld until the student's financial obligations to the University have been met.

All term or semester charges are due by August 5<sup>th</sup> for the fall term and by January 4<sup>th</sup> for the spring term. If the balance is not paid within 30 days of the due date a late fee of \$150.00 may be assessed. Also, for each month that there is a balance, unpaid interest may be charged on the unpaid amount at the end of each month, excluding August and January. The interest rate is 6% over twelve months (ex.  $\$100 \times 6\%$  divided by 12 = \$0.50)

For questions, please contact the Student Accounts Manager in the Business Office.

### **Financial Aid Categories**

Financial aid falls into specific categories and is administered by carefully planned policies. The categories include scholarships, grants, loans and work opportunities.

The primary responsibility for the cost of a student's education must rest with the student and their parents. However, Alderson Broaddus University gives limited financial assistance to promising and deserving students who present evidence of special need. The University has a program of aid which includes scholarships, grants, loans and work. Because the demand is always greater than the resources available, the amount granted to any individual student must be limited.

Alderson Broaddus University provides a number of scholarships and grants through the University budget. The Financial Aid Office of the University awards these funds. These awards are renewable if the student maintains minimum requirements established by the University. Alderson Broaddus University also participates in the West Virginia Promise Scholarship program and the West Virginia Higher Education Grant Program and all Federal Title IV financial aid programs. Please go to [www.ab.edu](http://www.ab.edu) for information on the different types of financial aid that are available.

The student must complete the Free Application for Federal Student Aid (FAFSA) [www.fafsa.gov](http://www.fafsa.gov) in order to be considered for any Institutional, State or Federal assistance (or an institutional aid application for international students). The University's priority deadline for FAFSA application is March 1.



### **Satisfactory Academic Progress for Financial Aid**

In order to be eligible to receive federal, and/or, state or institutional financial aid, federal regulations require that a student be making satisfactory progress toward the completion of his or her degree or program. These standards apply to each potential financial aid recipient, whether a previous aid recipient or not. In addition, Alderson Broaddus University has established academic standards for the renewal of internally funded grants and scholarships, and various donors have established criteria for the renewal of their endowed scholarships and grants. The Satisfactory Academic Progress Policy is available at [www.ab.edu](http://www.ab.edu) or may be obtained from the Financial Aid Office.

### **VA Pending Payment Compliance**

Student using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA, may register for classes, be enrolled, and utilizes all campus services. However, to qualify for this provision, students are required to produce the VA's Certificate of Eligibility by the first day of class and provide written request to be certified.

## **STUDENT LIFE AND STUDENT SERVICES**

Information pertaining to Student Life at Alderson Broaddus University can be found in the Student Handbook at [www.ab.edu](http://www.ab.edu) under the "Current Student" tab. This includes information pertaining to academics, facilities, health and wellness policies, student services as well as information about Student Affairs.

## **ACADEMIC INFORMATION**

The student is responsible for knowing Academic Policies and is responsible for satisfactorily meeting both general and special requirements for graduation.

### **GENERAL ACADEMIC INFORMATION**

#### **The Undergraduate University Year**

The academic year for traditional on-campus programs consists of two 15-week semesters, which span the period from August through May. Each semester is followed with a week of final exams. The student is expected to earn an average of 30 semester hours of credit per academic year. There is a summer term during which a limited number of regular year offerings are scheduled.

#### **Unit of Academic Credit**

Credits are expressed in semester hours. Fifteen regular class sessions of one hour with two hours of preparation per class session or fifteen three or four-hour laboratory sessions will generally yield one semester hour of credit. Generally, a three-credit course will meet in three one-hour sessions per week, with an additional three-hour period for final examinations.

#### **Degrees Offered**

Alderson Broaddus University offers undergraduate programs of study through which a student may earn a Bachelor of Arts, Bachelor of Business Administration, Bachelor of Science, Bachelor of Science in Nursing, Associate in Arts, Associate in Science or Associate of Applied Science. The University also offers the Master of Science degree for Physician Assistant Studies, a Master of Science degree for Anatomy, a Master of Education degree for Teacher Leader, and a Master of Science in Information Technology Administration.



## **GENERAL ACADEMIC POLICIES**

### **Course and Grades Information:**

#### **Class Attendance**

Alderson Broaddus University operates on the principle that attendance is essential for good academic performance. Students are therefore expected to be regularly in attendance for all academic appointments. Additionally, students should understand their responsibility for the following:

1. Students are responsible for all work missed because of any absence, and they must take the initiative in working out satisfactory arrangements with instructors. Course syllabi should describe instructors' expectations for students regarding absences and make-up work. If advance notice is received and instructor expectations of students are met, instructors should, when possible, allow students with such absences to make up any in class work that they missed. Instructors may require that work be completed in advance of scheduled absences.
2. Students must be present for scheduled tests in all classes. Certain exceptions may be possible through paragraphs three and four; however, it should be noted that an instructor is under no obligation to provide makeup examinations if reasons for absence are not judged valid by the instructor.
3. Explanations for absences related to University-sponsored activities should be channeled to instructors through the appropriate offices at least one week in advance. If an instructor's attendance policy includes penalties for excessive absences, the instructor should, if possible, either exempt absences for University-sponsored activities from such penalties, or give students the option of completing appropriate alternative assignments to avoid a penalty. Faculty/staff in charge of University-sponsored activities should keep to a minimum the number of classes participating students are required to miss.
4. In case of illness or emergency where a student may be absent from the University for an extended period, students must notify the Office of Student Affairs. The Office of Student Affairs will notify the Registrar's Office to make them aware of these reported absences. Such notification by the student serves to explain the absence of the student. However, excusing the absence remains the prerogative of the instructor.
5. Students are expected to adhere to the schedules for vacations and recesses as printed in the University calendar. It is the responsibility of individual faculty members to determine and announce at the beginning of each course the consequences of not adhering to official vacation schedules.
6. When an instructor feels that absence has become a problem for a student and that the instructor's absence policy (as stated in the course syllabus) has been violated, the following steps should be taken:
  - a) The instructor states, in writing, to the student what is expected in attendance for the remainder of the semester. A copy of this statement is sent to the Office of the Provost/Executive Vice President for Academic Affairs.
  - b) If the student, thus counseled, continues to be absent, the instructor contacts the Provost/Executive Vice President for Academic Affairs and the Dean of Student Affairs to determine whether extenuating circumstances exist. If no such circumstances exist, the instructor may notify the student that he or she must withdraw from the course or earn a grade of "NF." A copy of this notification should be sent to the Provost/Executive Vice President for Academic Affairs and Registrar.

- c) A student who has been removed by the instructor from a course because of excessive absences may withdraw from the course with a grade of “W” up through the last day to withdraw (as specified on the University calendar) by processing the official withdrawal form. Students who have stopped attending class, but who do not officially withdraw by the last day to withdraw, will receive an “NF” in the course.

## Course Instruction and Evaluation Concerns

Students are encouraged to be concerned about the quality of instruction and the teaching models they see in the college classroom. Typically, at the end of each semester faculty members will ask students to complete a course and faculty evaluation form. The University uses the results of these evaluations to improve instruction. It is very important that a student give careful consideration when filling out these forms.

However, questions concerning instructional or evaluation practices may also arise during the course of the semester, and these may need more immediate attention. If so, the following steps should be taken during the course of the semester:

- The student should share the concerns with the faculty member involved.
- If the concern is of such a nature that the student does not feel comfortable sharing the information with the faculty member, or if the student feels that the concern has not been adequately dealt with, the student may contact the school chairperson.
- If there is no school chairperson, or if the student feels that the concern has not been adequately dealt with, he or she may address the concern to the college dean.
- If the student feels that the college dean has not adequately dealt with the concern, he or she may appeal to the Provost/Executive Vice President for Academic Affairs, who may require that the concerns be put in writing. The decision of the Provost/Executive Vice President for Academic Affairs will be final.

If the issue has to do with calculation of the final course grade, students should use the grade appeal process described below. Only the miscalculation of the final grade or failure by the instructor to credit work required for the final grade are bases for appealing a final course grade. Issues that arise during a course and that involve instructional and evaluation practices will be addressed only through the process described in this section, not through the grade appeal process described in the next section.

## Final Examinations

Final examinations for specific courses are to be administered according to a schedule prepared by the Office of the Registrar and published at the beginning of the semester. All students are expected to make their plans accordingly and to adhere to the schedule.

## Final Grade Appeal

Only a final course grade may be appealed. Students have only two bases for appeal: miscalculation of the final grade by the instructor or failure by the instructor to credit work required for the final grade. This process will not address matters such as course content, interpretations of items on evaluative instruments, approaches to instruction, and grading standards. The student must submit his or her written appeal to the appropriate party, as described below, within four days of the beginning of the next semester, including registration days. The written appeal must include all reasons in support of the appeal. The grade originally assigned will stand unless and until it is changed following appeal.

1. A student will first present the written appeal to the instructor. Within two class days of receipt of the written appeal, the instructor will meet with the student and review the basis for the grade assigned. No other persons will be present and no recording devices will be allowed. Within two class days of meeting with the student, the instructor will submit his or her decision and rationale in writing to the student and the school chairperson, if there is one, or the college dean.

2. If the student wishes to continue with his or her appeal, the written appeal must be submitted to the school chairperson, if there is one, within two class days of the receipt of the written decision of the instructor. Within two class days of receipt of the written appeal, a meeting will be held among the school chairperson, the instructor, and the student, to discuss the student's appeal. No other persons will be present and no recording devices will be allowed. The school chairperson will submit his or her written decision and rationale within four class days to the student and the instructor, with copies to the Provost/Executive Vice President for Academic Affairs and the college dean.
3. If the student wishes to continue with his or her appeal, the written appeal must be submitted to the college dean within two class days of the receipt of the written decision of the school chairperson, if there is one, or the instructor. Within two class days of receipt of the written appeal, a meeting will be held among the college dean, the school chairperson, if there is one, the instructor, and the student, to discuss the student's appeal. No other persons will be present and no recording devices will be allowed. The college dean will submit his or her written decision and rationale within four class days to the student, the instructor, and the school chairperson, if there is one, with a copy to the Provost/Executive Vice President for Academic Affairs. If the student wishes to continue with his or her appeal, the student must submit the written appeal to the Provost/Executive Vice President for Academic Affairs within two class days of receipt of the written decision of the college dean. Within two class days of receipt of the student's written appeal, a meeting will be held among the Provost/Executive Vice President for Academic Affairs, the school chairperson and/or college dean, the instructor, and the student. No other persons will be present and no recording devices will be allowed. The Provost/Executive Vice President for Academic Affairs will submit his or her written decision and rationale within five class days to the student, the instructor, and the school chairperson and/or college dean. The decision of the Provost/Executive Vice President for Academic Affairs will be final.
4. If the school chairperson is also the instructor, the student will submit the written appeal to the college dean. If the college dean is the instructor, the student will submit the appeal directly to the Provost/Executive Vice President for Academic Affairs.
5. If the instructor has permanently left the institution, the written appeal will be submitted to the school chairperson, if there is one, or to the college dean if there is no school chairperson.

## **Final Grade Reports**

At the end of the semester students are able to access their course grades in WebAdvisor. Students who want a paper copy of the grade report must provide the Registrar's Office with a written request.

## **Midterm Grade Reports**

All grades will be reported at midterm to the Provost Office and a Midterm Report will be sent to the student.

## **Equal Opportunity for Students with Disabilities Policy**

See *Student Handbook*.

## **Family Education Rights and Privacy Act (FERPA)**

See *Student Handbook*.

## **Leaving the University**

### **Withdrawal from the University**

- A student withdrawing from the University, either during an academic term or at the completion of an academic term, must complete a withdrawal form available in the Registrar's Office.
- Failure to comply with this procedure will result in the recording of an "NF" on the student's permanent record.

- Withdrawing from the University means withdrawing from all registered courses. This is only permitted with a grade of “W” during the period prior to the last day to withdraw each semester. After the last day to withdraw, a grade in each course must be assigned.

### **Leave of Absence**

- Under unavoidable situations and for justifiable reasons a student may be granted a leave of absence for one or two semesters. A leave is granted only when the absence seems necessary and the student definitely plans to return when the period of absence expires.
- A leave of absence form should be received from and returned to the Registrar by the applicant. The applicant must get the required signatures.
- The student is not eligible for financial aid from Alderson Broaddus University during this time. The student will enter his or her grace period for student loan repayment.
- The University will notify Veteran Affairs that a student receiving veteran benefits is not enrolled. The student must also send such notice to the VA. Any student aid or work assignment formerly held is relinquished.
- The University cannot make academic adjustments for courses missed.

### **Transcript Requests**

- Persons who desire an official copy of their University record must make a written request to the Registrar’s Office.
- The University’s transcript request form can be found at: <https://ab.edu/transcript/>.
- All financial obligations to the University must be satisfied before a transcript will be issued, therefore requests should be made at least two weeks before the transcript is needed. Once the repayment period has begun, delinquency related to an educational loan will be regarded to be reason for withholding transcripts.

## **ONLINE EDUCATION GUIDELINES**

### **Academic Integrity**

See Academic Integrity Policy at AB in Student Handbook at [www.ab.edu](http://www.ab.edu). During the first week of each online course, you, the student, are required to take an academic integrity quiz. By completing this quiz and answering all the questions, you are accepting the Alderson Broaddus academic integrity policies. You must accept the academic integrity policies in order to receive credit for the work you complete throughout each course.

The student is expected to commit to the highest level of academic integrity when involved in and fulfilling requirements for all online courses. Academic dishonesty on any level and in any form will not be tolerated. This applies not only to active involvement but also to passive knowledge. Any student involved in academic dishonesty may be assigned a grade of “F” for the course. Furthermore, academic dishonesty may result in the dismissal or expulsion of the student from the program and/or the University.

### **Assignments**

Assignments for online course must be submitted through the course learning management system and according to policies detailed in the course syllabus. Late submissions will be accepted at the discretion of the faculty, and will be subject to the penalties outlined in the syllabus. Refer to the course syllabus for the deadlines for each of your courses.

### **Attendance Policy**

Students should refer to the individual course syllabus for policies relating to class attendance and participation and any penalties invoked for failure to follow those policies. Attendance in online courses requires active participation in the course, not just logging into the learning management system. Attendance in online courses is determined by active participation of the student through the completion of class discussions, assignments, quizzes, exams and posts to discussion forums. Students at a minimum

must log in at least once a week but multiple log-ins are highly recommended and may be necessary to successfully complete course requirements.

## Authentication

National attention has been focused on the identity of students who take online courses. The 2008 reauthorization of the Higher Education Opportunity Act requires that institutions ensure that students who receive credit in online courses are the same students who complete the work. One method that AB has introduced to ensure this is by requiring every student to login with a unique username and password assigned to them when they are enrolled in the University.

Students and administrators automatically receive email notifications any time their username or password is changed in the LMS. This security measure helps to prevent unauthorized password changes, or to alert the student if their password changed without their permission. Online instructors are required to use Moodle as the entry point to their online courses so that this integrity is maintained. Furthermore, every click that a student makes in the LMS is logged with a timestamp and the student's IP address. This helps to ensure that the student is not logging in from multiple locations simultaneously.

## Definitions and Policies

For purposes of this document, online distance education is defined as instruction delivered via (1) the Internet on a Learning Management System (asynchronous and synchronous), (2) interactive teleconferencing, (3) audio/video media, and (4) other emerging technologies.

Asynchronous- Delivery methodology using online learning resources to facilitate information sharing outside the constraints of time and place. Asynchronous tools, such as e-mail and discussion boards, allow participants to communicate without having to be online at the same time.

Delivery Mode - The primary method or technology used to deliver instructional information to the student and used for communication between the instructor and the students. At AB University, courses are delivered in the following modes:

Online courses are defined as 100% of the course being taught online using a combination of asynchronous and synchronous activities. This provides a greater flexibility of participation and convenience of access to students, while meeting the same student learning outcomes and level of rigor achieved in the traditional classroom.

Blended courses are defined as a combination of face-to-face instruction and online learning opportunities. Students will meet in the classroom  $\leq 50\%$  of the class time with the remainder of course work conducted online.

Traditional courses are taught in a face-to-face classroom setting. The syllabus and course materials can be posted on the LMS and assignments may be submitted electronically.

Distance Learning/Online Distance Education terms are used interchangeably. This includes fully online and blended courses and is a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. Interaction between the instructor and the student is regular and substantive, and can be initiated by the instructor or the student.

Learning Management System (LMS) - Learning Management System (LMS) is a web accessible software application that provides for the administration of course content, delivery of assessments and communication with students and instructors, and the ability to track grades and other relevant assessment data. AB is currently using Moodle 3.6.4 as the learning management system. Moodle can also be accessed as an app on mobile devices. However, students are strongly encouraged to complete all course work on a laptop.

**Synchronous** - is delivery methodology occurring at the same time. Synchronous tools at AB include live classroom, text chat, audio chat or video chat, which requires all participants to be online at the same time. All of these modes are performed in “live classroom” which can be archived and available only to class participants after link and password is sent from instructor to view at student’s convenience.

## **Email**

AB provides each student with an AB e-mail account. All course-related correspondence must be sent using the University-provided email account. Students are required to use their AB e-mail account. A personal e-mail account (i.e. not a student’s official account) should not be used when contacting University employees or for submitting assignments.

## **Holidays**

Online courses will follow the dates published on the official AB academic calendar. If the University is scheduled to be closed, online courses will continue to meet that day unless otherwise stated in the course syllabus.

## **Honor Code**

It is part of the mission of Alderson Broaddus University to prepare students to “fulfill their roles in a diverse society as well-rounded and responsible citizens.” Outstanding personal integrity must be the hallmark of a community which depends on mutual trust and respect for satisfactory relationships. In order to support its mission the University has instituted this Academic Honor Code, Policy and Procedures. The Honor Code applies to all students, staff and faculty, regardless of academic standing, from the moment they enter the campus environment, physically or online. It is the responsibility of every member of Alderson Broaddus University to understand the rights and expectations listed in the honor code. Every member of the Alderson Broaddus community is not only responsible for their own behavior, but also for reporting infractions of the Honor Code. Individual syllabi may impose stricter rules or regulations than the Honor Code and are the final authority in such cases of stricter rules or regulations. In all other cases, the Honor Code is the final authority. For more information please refer to the current edition of the *Student Handbook*; available at [www.ab.edu](http://www.ab.edu).

## **Make-Up and Retake Work**

Make up work will be accepted only at the discretion of the Faculty. Please refer to each course syllabus for more information. In the event of a technical issue, students must contact IT services to report the problem. They will record the date and time of the event and investigate the instance. Late/Make up work may be accepted due to a technical failure. These cases are determined on a case by case basis. Refer to the individual course syllabus for complete policies.

## **Online Student Orientation**

Alderson Broaddus University uses the latest version of the Open Source Moodle LMS. Access to this system can be found from the University Home page [www.ab.edu](http://www.ab.edu), or directly at <https://moodle.ab.edu/>.

For technical assistance using the LMS please contact Mr. Nathan Fortney, Instructional Designer, [fortneynd@ab.edu](mailto:fortneynd@ab.edu). All efforts are made to address issues and respond within 24 hours. Question about course material or content should always be sent to your course instructor or professor.

Some courses may utilize third party publisher materials, in these instances please refer to your professor and the course for instructions, guides and assistance.

Several online training orientations are available to help you succeed as an online student. Each orientation is a short video tutorial designed to focus on a particular requirement of taking online courses. All students are strongly encouraged to watch the videos before beginning an online course. Any of the individual videos can also be reviewed at any time if a student finds they need a refresher.



For guidance in common Moodle procedures, please refer to the following tutorial videos which can be found at <http://moodle.ab.edu/mod/folder/view.php?id=91955>.

[Online Tips for Success](#)  
[Using Moodle](#)  
[Using Moodle Forums](#)  
[Using Moodle Assignments](#)  
[Using Moodle Quizzes and Tests](#)

## Student Evaluation of Courses

Student course evaluations are completed at the end of each course and have NO impact on grade(s)! Instructors do not receive results until after final grades are submitted. Additionally, all evaluations are completely anonymous. Completion of the evaluations by students provides an important opportunity to have a voice regarding the quality of teaching and learning at AB.

## Weather

When the AB Campus is closed due to inclement weather, online courses are generally not cancelled unless otherwise announced. Faculty and students are expected to follow course assignments as scheduled.

Blended courses - the online component of a blended course is not affected when University campuses are closed for inclement weather. If a scheduled face-to-face class time is cancelled, faculty will notify students and reschedule accordingly.

## REGISTRATION INFORMATION

### Faculty Advisors

Each student is assigned a faculty advisor who assists in the selection of courses to meet requirements. This person, as well as the Registrar's Office, maintains a cumulative record of the courses taken and the grades received. The faculty advisor counsels on academic progress and helps the student with vocational plans and objectives. **The student, however, is responsible for knowing both general and special requirements, and for meeting them satisfactorily for graduation.**

### Credit Hour Registration Information

1. Credit Loads
  - Part-Time Enrollment is less than 12 credit hours and is charged for each credit hour.
  - Full-Time Enrollment is 12-18 credit hours and is charged the block tuition rate.
  - Enrollment for 19-22 credits is considered an overload and will have additional charges attached.
2. Registration greater than 18 credits hours during any semester is restricted.
  - In order to register for more than 18 credit hours during any semester a student must be at the sophomore, junior or senior level and have a cumulative GPA of 3.00.
  - Students (including freshmen) who are required to enroll in courses in order to receive scholarship assistance will not have the credits associated with those courses counted in the 18 credit hour limit.
3. Students not meeting these conditions will be required to get the permission of the Provost/Executive Vice President for Academic Affairs. No student will be allowed to register for more than 22 credit hours.
4. Students on academic probation or admitted on academic probation will not be allowed to register for more than 15 credits hours.



## Change of Registration

1. Any change in registration must be processed through the Registrar's Office.
2. "Dropping" a course within the first five days will not be entered on the permanent record but must be properly processed.
3. If a student "withdraws" from a course following the Add/Drop period, but within fifty-five days of the term, he or she receives a grade of W.
4. Leaving a class after the 55th class day will result in a grade of "NF" unless the Provost/Executive Vice President for Academic Affairs deems that a health or other emergency exists.
5. Students withdrawing from courses that take them to less than 6 credit hours must complete an exit interview with the Financial Aid Office.
6. A student who has registered for auditing cannot change the registration to credit after the end of the add/drop period.

## Determination for Placement in Courses

### 1. Math Placement

Based upon ACT Math or SAT Math scores a student may be required to complete Developmental 011, *Developmental Math*, prior to enrolling for higher-level mathematics courses. In addition, based on the above, students may be allowed to by-pass lower level mathematics courses for placement in courses up through Mathematics 231 (*Calculus 1*) and Mathematics 232 (*Calculus II*). Students may choose to take the University's Math Challenge Exam to be removed from Developmental Math.

Students with **ACT Math** scores of:  
 20 or below (SAT Math 530 or below)  
 21 or above (SAT Math 540 or above)  
 23 or above (SAT Math 570 or above)

Placement:  
 DEVL-011  
 MATH-113  
By-Pass Liberal Studies Math Requirement

23 or above (SAT Math 570 or above)  
 25 or above (SAT Math 600 or above)

MATH-141 or MATH-151  
 MATH-231 or MATH-166

### 2. English Placement

Based upon ACT English or SAT Verbal scores, a student (without receiving college-level credit) may be required to complete Developmental 018, *Developmental English*. Students may also be able to bypass (without receiving academic credit) English 190 and/or English 200. Students may choose to take the University's English Challenge Exam to be removed from Developmental English.

Students with **ACT English** scores of:  
 17 or below (SAT Verbal 390 or below)  
 18 or above (SAT Verbal of 400 – 550)

Placement  
 DEVL-018  
 ENGL-190

### 3. OTHER PLACEMENT

#### • Reading Placement

Based upon ACT Reading or SAT Verbal scores a student (without receiving academic credit) may be required to complete Developmental 010, *Developmental Reading*. Students may choose to take the University's Reading Challenge Exam to be removed from Developmental English.

Students with **ACT Reading** scores of:  
 17 or below (SAT Verbal 440 or below)

Placement  
 DEVL-010

#### • Study Skills Placement

If a student is required to take two or more foundational courses, he or she will also be required to take GNST-120, *Learning Skills Development*. This is a 1 credit course that does count toward graduation credit.

#### 4. Foreign Language Placement

- A student's placement in his or her initial foreign language course is based upon the credit received for foreign languages in high school. One year of high school credit is considered equivalent to one semester of study in the same language in University. Therefore,  
If no high school credit has been earned, the student begins with (Language) 110.  
If one year of high school credit has been earned, the student begins with (Language) 111--or 110.  
If two years of high school credit have been earned, the student begins with (Language) 220--or 110, or 111.  
If three years of high school credit have been earned, the student begins with (Language) 221--or 110, 111, or 220.
- Any exception to this placement policy, either recommended by the academic advisor or requested by the student, must be approved by the foreign language faculty.
- Specific language requirements within various major programs are found under the section "Programs of Study - Majors".
- Students who are uncertain about the level at which they should begin their foreign language study should meet with the foreign language faculty for evaluation.
- Students who are bilingual, as determined by the foreign language faculty, are exempt from any foreign language study requirement.
- Students enrolling in a conversational foreign language course that is part of an international studies program sponsored by the University may count the course in fulfilling their foreign language requirement, even if the conversational course is in a different language. However, that course may not be used to replace a course in the middle of the normal sequence of the language requirement.

### Credit by Examination

The University grants college credit for various credit by examination opportunities. These include:

- The College Board's Advance Placement Program
  - International Baccalaureate Tests
  - The College Board's College-Level Examination Program
  - StraighterLine Courses
  - Joint Services Transcript (JST) used by the Army, Marine Corps, Navy, and Coast Guard.
  - Alderson Broaddus University's Credit-by-Examination Information about these options is listed below.
1. The University utilizes the College Board's **Advance Placement Program**. The test results are furnished to the University upon the request of the student. Courses may not be used to meet requirements in majors or minors without department approval. Courses may be used to meet liberal studies and elective credit requirements.

Advanced Placement	Score	Credit	Alderson Broaddus Courses	Liberal Studies
Art History	3	3	ART-190	Goal II-F
Biology	3	4	BIOL-110	Goal II-A
Biology	4	8	BIOL-210 and BIOL-211	Goal II-A
Calculus AB	4	7	MATH-231	Goal I-B
Calculus BC	4	8	MATH-231 and MATH-232	Goal I-B
Chemistry	3	4	CHEM-190	Goal I-A
Chemistry	4	8	CHEM-200 and 201	Goal II-A
Comparative Govt.	3	3	POLS Elective	
Computer Science A	4	8	CSCI-110 and CSCI-120	Goal I-C
Computer Science AB	NA		Not Accepted	
English Language	4	3	ENGL-190	Goal I-A-1

English Literature	3	3	ENGL Elective in Literature	Goal II-E
Environmental Science	4	4	ENVS-210	Goal II-A
French Language	4	3	FRCH Elective	
French Literature	NA		Not Accepted	
German Language	4	3	GERM Elective	
Human Geography	4	3	GEOG Elective	
Macroeconomics	4	3	ECON-201	Goal II-C-2
Microeconomics	4	3	ECON-211	Goal II-C-2
Music Theory	4	2	MUSC-135 w/ placement	
Physics B	4	8	PHYS-221 and PHYS-222	Goal II-A
Physics C	4	3	PHYS Elective	
Psychology	4	3	PSYC-190	Goal II-C-1
Spanish Language	4		SPAN-220	
Spanish Literature	NA		Not Accepted	
Statistics	4	3	MATH-251	Goal I-B
Studio Art	4	1	ART Elective	
United States History	3	6	HIST-200 and HIST-210	Goal II-D
U.S. Govt. & Politics	3	3	POLS-200	Goal II-C-2
World History	3	6	HIST-150, HIST-160	Goal II-D

- Alderson Broaddus University awards academic credit for **International Baccalaureate Program (IB)** courses taken at the standard level or higher level in which the student has earned a score of 5 or above.
- The University utilizes the College Board's **College-Level Examination Program (CLEP)**. The test results are furnished to the University upon the request of the student.

CLEP Examination	Score	Credit	Alderson Broaddus Courses	Liberal Studies
American Literature	50	3	ENGL Elective	Goal II-E
Analyzing and Interpreting Literature	50	3	ENGL Elective	Goal II-E
English Composition with or without Essay	50	3	ENGL Elective	
English Literature	50	3	ENGL Elective	Goal II-E
Freshman College Composition	50	3	ENGL Elective	
French Language - Level 1 (two semesters)	50	3	FRCH Elective	
French Language - Level 2 (four semesters)	50	3	FRCH Elective	
German Language - Level 1 (two semesters)	50	3	GERM Elective	
German Language - Level 2 (four semesters)	50	3	GERM Elective	
Spanish Language - Level 1 (two semesters)	50	3	SPAN Elective	
Spanish Language - Level 2 (four semesters)	50	3	SPAN Elective	
American Government	50	3	POLS-200	Goal II-C-2
History of the U.S. I: Early Colonization to 1877	50	3	HIST-200	Goal II-D
History of the U.S. II: 1865 to the Present	50	3	HIST-210	Goal II-D
Human Growth and Development	50	3	PSYC-220	Goal II-C-1
Humanities	50	3	HUMN Elective	
Introduction to Educational Psychology	50	3	EDUC Elective	
Principles of Macroeconomics	50	3	ECON-201	Goal II-C-2
Principles of Microeconomics	50	3	ECON-211	Goal II-C-3
Introductory Psychology	50	3	PSYC-190	Goal II-C-1

Social Sciences and History	50	3		
Introductory Sociology	50	3	SOCI-190	Goal II-C-1
Western Civilization I: Ancient Near East to 1648	50	3	HIST-150	Goal II-D
Western Civilization II: 1648 to the Present	50	3	HIST-In	Goal II-D
Biology	50	3	BIOL Elective	
Calculus	50	3	MATH-231	Goal I-B
Chemistry	50	3	CHEM Elective	
College Algebra	50	3	MATH-113	Goal I-B
College Algebra-Trigonometry	50	3	MATH Elective	Goal I-B
College Mathematics	50	3	MATH Elective	Goal I-B
Natural Sciences	50	3	NSCI Elective	
Trigonometry	50	3	MATH Elective	Goal I-B
Principles of Accounting	50	3	BUSI Elective	
Introductory Business Law	50	3	BUSI Elective	
Information Systems and Computer Applications	50	3	CSCI-101	Goal I-C
Principles of Marketing	50	3	BUSI Elective	
Principles of Management	50	3	BUSI Elective	

4. The University will award credit for courses taken through **StraighterLine** in which the student earned a score of 70 or better.

StraighterLine Courses		Alderson Broaddus Courses		Credit
Business				
Accounting I	ACC 101	Introduction to Accounting I	BUSI-140	3
Accounting II	ACC 102	Introduction to Accounting II	BUSI-150	3
Managerial Accounting	ACC 150	Elective Credit		3
Financial Accounting	ACC 151	Elective Credit		3
Introduction to Business	BUS 101	Elective Credit		3
Business Communication	BUS 105	Elective Credit		3
Business Ethics	BUS 106	Ethics in Business	BUSI-250	3
Business Law	BUS 110	Elective Credit		3
Organizational Behavior	BUS 120	Elective Credit		3
Principles of Management	BUS 201	Introduction to Management	BUSI-160	3
Economics I	ECON 101	Macro-Economics	ECON-201	3
Economics II	ECON 102	Micro-Economics	ECON-211	3
Personal Finance	FIN 101	Personal Finance	BUSI-210	3
English				
English Composition I	ENG 101	Freshman Composition	ENGL-190	3
English Composition II	ENG 102	Advanced Composition	ENGL-200	3
Humanities and Social Science				
Introduction to Religion	REL 101	Religions of the World	RELG-280	3
Cultural Anthropology	ANTH 101	Elective credit		3
Western Civilization I	CIV 101	Liberal Studies Goal II-D		3
Western Civilization II	CIV 102	Liberal Studies Goal II-D		3
Survey of World History	CIV 102	Liberal Studies Goal II-D		3
Intro to Criminal Justice	CJ 101	Intro to Criminal Justice	CJUS-200	3
Intro to Communications	COM 101	Principles of Communication	COMM-140	3
Introduction to Philosophy	PHIL 101	Introduction to Philosophy	PHIL-190	3

American Government	POLS 101	American Nat'l Gov't	POLS-200	3
Introduction to Psychology	PSY 101	General Psychology	PSYC-190	3
Introduction to Sociology	SOC 101	Introduction to Sociology	SOCI-190	3
United States History I	USHIST 101	History of the US to 1877	HIST-200	3
United States History II	USHIST 102	History of the US since 1877	HIST-210	3
<b>Mathematics</b>				
College Algebra	MAT 101	College Algebra	MATH-113	3
Business Statistics	MAT 150	Statistics and Data Analysis	PSYC-260	3
Precalculus	MAT 201	Precalculus	MATH-151	3
Introduction to Statistics	MAT 202	Statistics	MATH-251	3
General Calculus I	MAT 250	*see below		
General Calculus II	MAT 251		MATH-231	4
<b>Science</b>				
Introduction to Biology	BIO 101	Elective credit		3
Intro to Biology and Lab	BIO101andlab	Introduction to Biology	BIOL-110	4
Anatomy & Physiology I	BIO 201	Elective credit		3
Anatomy & Phys I w/ Lab	BIO 201L	Anatomy & Physiology I	BIOL-270	4
Anatomy & Physiology II	BIO 202	Elective credit		3
Anatomy & Phys II w/ Lab	BIO 202L	Anatomy & Physiology II	BIOL-271	4
Microbiology	BIO 250	Elective credit		3
Microbiology Lab	BIO 250L	Elective credit		1
General Chemistry I	CHEM 101	Elective credit		3
Gen Chemistry I w/ lab	CHEM 101lab	Introduction to Chemistry	CHEM-190	4
First Aid/CPR	MED 101	Safety and First Aid	PHED-335	2
Medical Terminology	MEDTERM 101	Health Care Terminology	HSCI-100	3
Introduction to Nutrition	NUTRI 101	Nutrition	HSCI-260	3
Personal Fit & Wellness	PE 101	Personal Wellness/Fitness	PHED-270	2
Pharmacology I	PHARM 101	Elective credit		3
Pharmacology II	PHARM 102	Elective credit		3
General Physics I	PHY 250	Elective credit		3
General Physics I with Lab	PHY 250L	General Physics I	PHYS-221	4
General Physics II	PHY 251	Elective credit		3
General Physics II with Lab	PHY 251L	General Physics II	PHYS-222	4
Intro to Environmental Sci	ENV 101	Elective credit		3
<b>Technology</b>				
Intro to Programming in C++	CS 101	Intro to Computer Science	CSCI-110	4
Information Tech Fund	IT 101	Introduction to Computers	CSCI-101	3
<b>Languages</b>				
Spanish I	SPAN 101	Elementary Spanish I	SPAN-110	3
Spanish II	SPAN 102	Elementary Spanish II	SPAN-111	3

5. **Joint Services Transcript (JST) used by the Army, Marine Corps, Navy, and Coast Guard** are evaluated in accordance with the recommendation provided in the **American Council on Education's Military Guide**.
6. A student who is enrolled in a degree program at Alderson Broaddus University and who has acquired substantial knowledge in a particular subject area may request permission to take an examination in that subject. Subject areas included in the approved list of CLEP tests will not be

considered for a departmentally planned examination. The student must demonstrate work of at least "C" quality in order to receive credit for the course, but no grade will appear on the official record. A fee of **\$100** per semester hour is charged for the examination.

### **Guidelines Related to the Credit by Examination Policies**

1. The provisions of the Advanced Placement Program (AP), **International Baccalaureate Program (IB)**, **StraighterLine**, and the College-Level Examination Program (CLEP) will be open to any student who:
  - Submits his or her official scores as an entering student (in a manner similar to the procedures under which transfer students submit official and original transcripts), or
  - Is currently registered as a student of the University and
    - a) has not previously attempted the course, either through regular class registration or audit; and
    - b) has not previously earned credit for any course(s) in the sequence above that represented by the examination.
2. Credit by examination up to a maximum of **30** semester hours may be counted toward a baccalaureate degree at Alderson Broaddus University.
3. A related University policy stipulates, however, that the last 32 hours of a degree program must be earned through course work on the campus.
4. In all cases of any credit earned in this manner, the official record will show that such recognition was gained by examination. Credit (if appropriate) will be recorded but will not earn any Quality Points.
5. Semester hours of credit for the Alderson Broaddus equivalent course(s) will apply to liberal studies and elective requirements only. The use of the courses to meet the requirements or the prerequisites of a major or a minor will be the decision of the program's department, and an approved Program Modification/Course Substitution form will need to be completed.

### **Auditing a Class**

- A person desiring to audit a course must obtain permission from his/her advisor and written permission from the course instructor.
- Auditors do not take examinations, submit written work, do laboratory work, or participate in class discussion except at the invitation of the instructor.
- Laboratory courses, studio art, Music Performance, private instruction, physical education activity courses, or other courses, which require the development of specific personal skills, and therefore a significant degree of personal instruction, are not open for auditing.
- Audits will be recorded without credit.
- Auditors must register for the course.
- Full-time students do not pay the audit fee; other auditors pay the current announced fee.

### **Permission to Take Courses Elsewhere**

A student who is working toward a degree at Alderson Broaddus or who wishes to be recommended by the University for Teacher Certification must secure permission in advance to take courses for credit at another institution by filing with the Registrar an application approved by the advisor. Without such permission, credits earned elsewhere may not be accepted. Courses which have earned an "F" at another institution will not receive transfer credit. Work transferred from another institution is not counted in a student's cumulative GPA except in determining his or her eligibility for teacher certification.

### **Transfer Credit Policies**

- Alderson Broaddus University accepts transfer credit from regionally accredited colleges and universities in the United States.
- The Registrar will evaluate official transcripts after the student has accepted Alderson Broaddus University's offer of admission and has made a tuition deposit.
- For a transcript to be considered official, the transcript must be sent directly to Alderson Broaddus University by the issuing authority using the sending institution's security features. This generally

means that the transcript must bear the institution's seal (or be printed on copy protected paper), date, an appropriate registrar's signature. Transcripts received that do not meet these requirements will not be considered official. Official transcripts cannot be faxed, scanned or emailed. Official electronic transcripts may be accepted if sent directly to the Registrar.

- Academic credit will be award for all qualifying courses.
- In order to be awarded credit for a specific Alderson Broaddus University course, the transfer course will be evaluated using the course description, the level of the course, the information covered in the course, and the date when the course was taken. Evaluations may involve consultation with the appropriate academic department. The student may be requested to provide further information concerning the course.
- Courses within academic programs may need to be reviewed by the appropriate school chairperson or college dean before a final evaluation is made.
- University credit cannot be awarded based on dual credit courses listed on a high school transcript. To receive the credit, the student must provide an official University transcript.
- Academic credit is not granted for:
  - Courses in which the student has earned an "F"
  - Foundational courses
  - Workforce or Occupational courses
  - Recreation courses
  - Life Experience
- The courses which have been transferred will appear with the credits listed and grades earned on the student's Alderson Broaddus University transcript. The grades will not be calculated into the Alderson Broaddus University grade point average.
- Alderson Broaddus University only provisionally accepts transfer credit from unaccredited colleges and universities. A student transferring from such an institution must earn a 2.00 cumulative GPA in 24 credits of work attempted at Alderson Broaddus University. After this is achieved the credit will be entered into the student's permanent record.
- Students who have transferred to Alderson Broaddus University with a Bachelor's Degree and are now pursuing a second bachelor's degree are not required to meet the University's Liberal Studies Program except for a course meeting Goal II-B-1 and Goal II-B-2.
- Graduate credits may be transferred into select undergraduate programs based on the discretion of the dean of the college in which the course(s) reside. The number of transferrable credits is limited to 12 semester hours in an undergraduate major.

### **Transfer Students' Graduation Requirements**

- To qualify for a bachelor's degree, transfer students must earn at least thirty credits at Alderson Broaddus University. Individual programs may have additional requirements.
- Transfer students must complete at least 18 credits at Alderson Broaddus University of the courses required in the academic program. Individual programs may have additional requirements.



## **STUDENT ACADEMIC ACHIEVEMENT INFORMATION**

### **Grades, Quality Points and Cumulative Averages**

<b><u>Grade</u></b>	<b><u>Quality Points</u></b>	<b><u>Grade Definitions</u></b>
A	4	Superior work in the achievement of course requirements.
B	3	Good work in the achievement of course requirements.
C	2	Average work in the achievement of course requirements.
D	1	Poor work in the achievement of course requirements.
F	0	Unacceptable level of work; failure to achieve course requirements.
NF	0	Failure to achieve course requirements by unofficial withdrawal
I	0	Incomplete
W	0	Withdrawn
H	0	Honor
S	0	Satisfactory
U	0	Unsatisfactory
AU	0	Audit, No credit earned

A cumulative GPA of at least 2.00 based on work taken at Alderson Broaddus University is required for graduation. Quality points are used to determine cumulative averages for academic standing, academic honors and graduation. The cumulative average is obtained by dividing the number of quality points earned by the number of semester hours attempted in those courses through which it is possible to earn quality points. Semester hours related to "H," "S," "U," and "W" grades are therefore disregarded in the computation of the average.

### **Incomplete Grades**

A mark of "I" (Incomplete) may be temporarily entered on a student's record for two reasons:

1. The student is unable to complete specific course requirements due to illness, personal emergency, or other circumstances beyond his or her control.  
The following conditions must prevail:
  - The student has maintained a passing grade during his period of attendance, which will generally include at least 80% of the term.
  - The appropriate instructor files with the Provost/Executive Vice President for Academic Affairs a Request for an Incomplete form, which includes justification for the granting of the incomplete. (If approved, the request is attached to the grade sheet and delivered to the Registrar.)
  - If the course work has not been completed and the final grade recorded by the end of the fourth week of the academic term immediately following, a grade of "F" will be entered on the official record unless an extension has been authorized by the Provost/Executive Vice President for Academic Affairs.
2. A specific course is designed so that the work is to be completed during the following semester or during the summer session. Examples of these courses include (but are not limited to) research courses, courses involving foreign travel, and musical performances. The instructor will fill out and sign the final grade roster at the end of the semester indicating the grade of incomplete and will update the grade roster with the final grade as soon as the course is completed.

### **Course Repetition with Cancellation of Original Grade**

- A student may repeat any course in which credit has been earned.
- The course only earns cumulative credit once.
- The best attempt is used for the computation of the cumulative average.
- The repetition(s) must occur at Alderson Broaddus University.
- Program policy supersedes this course repetition policy.

**NOTE:** In the Undergraduate Catalog some courses, such as JOUR-165 *Advanced Journalism Practicum*, have the information “May be repeated for credit.” These courses earn cumulative credit and effect the cumulative average each time the course is taken.

### Student Classification

Students are classified by the number of semester hours for which credit has been earned and/or accepted in transfer.

<u>Class</u>	<u>Semester Hours</u>
Freshmen	-30
Sophomore	31-60
Junior	61-90
Senior	91-

A part-time student is one who is registered for less than twelve semester hours.

A non-degree student is one not working toward a degree.

An auditor is one who attends classes without working for credit.

### Student Academic Warning

Academic warning is a cautionary period provided to students who are enrolled at Alderson Broaddus University after their first semester and whose grade point average is below the academic standing requirement for the number of credits attempted. Because a student's first semester at college or at a new college is a period of transition, all students whose grade point average fails to rise above the cumulative average for the number of attempted credit hours, stay in academic good standing for the duration of the following semester of enrollment. Following a student's second semester of enrollment, the student must meet the minimum acceptable good-standing requirements listed below to remain in academic good standing or be placed on academic probation.

### Student Academic Standing

After a student's second semester of enrollment at Alderson Broaddus University, the student's academic standing is determined by the Alderson Broaddus cumulative GPA in relation to the number of all attempted credit hours, using both Alderson Broaddus and attempted credits which had been transferred to Alderson Broaddus. After a student's second semester of enrollment at Alderson Broaddus University, the student must meet the minimum acceptable good-standing requirements by attaining the following cumulative average:

<u>Attempted Semester Hours</u>	<u>Cumulative Average</u>
1-23	1.60
24-47	1.80
48-71	1.90
72+	2.00

### Academic Probation, Suspension and Dismissal

All decisions concerning academic probation, suspension, and dismissal are made by the Deans' Council, chaired by the Provost/Executive Vice President for Academic Affairs.

#### Probation

1. A student who does not attain the required cumulative average will be placed on academic probation for the following semester.
  - A probationary semester provides a warning but also an opportunity to bring the cumulative average up to the required standard.
  - During the probationary period, the student is limited to a 15 semester hour load.

- The student must enroll in General Studies 120 during the first semester of the probationary period if the student has not already completed the course and is still of freshman standing.
  - Once placed on academic probation, the student continues in that category until the cumulative average is equal to or greater than that required for good standing.
  - A student who is on probation is considered not to be in good standing. Students on probation are not eligible to be certified for NCAA sports.
2. A transfer student whose admission to Alderson Broaddus University is on a probationary status (transfer GPA less than a 2.00) will be placed on academic suspension if he or she does not meet the conditions specified at the time of transcript evaluation. Usually the condition is that the student must have a 2.0 academic average at the conclusion of the first two full time semesters at Alderson Broaddus. During the probationary period, the student is limited to a 15 semester hour load.

## Suspension

1. If following the probationary semester a student fails to achieve a semester average at least equal to that required for good standing, he or she may be placed on academic suspension for the following semester. Students who have been placed on academic suspension will be informed of the procedure for readmission following the suspension semester (readmission is not automatic).
2. Although the student may meet the minimum requirements of any of the foregoing, any student who, in the judgment of the Deans' Council, is still failing to make expected progress toward graduation may be subject to academic suspension.
3. In accordance with conditions stipulated in the official notice of suspension, a student suspended for academic reasons can make written application to the Provost / Executive Vice President for Academic Affairs for readmission. The student's application will be reviewed by a special committee and the student may be required to appear before the committee (consisting of the following three persons or an authorized representative if a member is unable to attend: Provost / Executive Vice President of Academic Affairs, Dean of Students, and academic advisor for the student who is being interviewed) to present evidence of motivation and determination to succeed. The committee will decide whether the student is to be readmitted and whether any conditions of readmission should be stated in addition to the following:
  - A student will have at least two semesters within which to attain good standing provided that within each post-suspension probationary semester the student demonstrates progress toward the cumulative average required for the number of credits attempted.
  - When a readmitted student's cumulative average reaches the required good standing level, he or she is removed from academic probation. If, at some later time, that student's cumulative average again falls below the good standing level required in that semester, he or she will begin a new probationary period. A student who reaches the suspension point a second time will be dismissed from the University.

## Dismissal

Dismissal from the University follows the failure of a student to meet readmission conditions. A student so dismissed may not reapply.

## The Dean's List and the President's List

At the end of each semester students who have attained a semester average of 3.60 or above are named to the Dean's List if they have carried at least 12 semester hours. Students who attain a semester average of 3.40 to 3.59 and who meet the other specifications indicated above are given honorable mention. To be named to the President's List, a student must have been on the Dean's List at Alderson Broaddus for five semesters.

## Academic Awards

During the second semester, students who have demonstrated high academic achievement and who have made significant contributions to campus life are recognized at Honors Convocation. The following awards have been made available by the University and by organizations, alumni, and other friends:

**\*Graduating Senior Academic Award** for the highest cumulative average in the senior class who is graduating during the current commencement year.

**\*Senior Academic Award** for the highest cumulative average in the senior class who is not graduating during the current commencement year.

**\*Junior Academic Award** for the highest cumulative average in the junior class.

**\*Sophomore Academic Award** for the highest cumulative average in the sophomore class.

**\*Business Academic Award** to the senior with the highest average in business.

**\*Exercise Science Academic Award** to the senior with the highest average in exercise science.

**\*Humanities and Social Sciences Academic Award** to the senior with the highest average in the humanities and social sciences.

**\*Nursing Academic Award** to the senior with the highest average in nursing.

**\*Science, Technology, and Mathematics Academic Award** to the senior with the highest average in science, technology, and mathematics.

**\*Teacher Education Academic Award** to the senior in elementary or secondary education with the highest average in education.

**Atkeson Memorial Award**, granted on the basis of academic achievement, personal integrity, and vocational potential to a sophomore or junior in elementary education.

**Mass Communication Award** for outstanding achievement in communication.

**Criminal Justice Achievement Award** for a graduating senior criminal justice major with the highest cumulative GPA. A minimum of 3.5 is required.

**Dr. A. R. Mansberger Award**, given by family and friends, to students going into pastoral ministry.

**Dr. Jim Daddysman Award** to recognize an academically superior student participating in the Semester in Europe program.

**E. W. Billings Memorial Award**, granted on the basis of scholarship, leadership, and Christian commitment, to a student preparing for a church vocation.

**Epsilon Tau Sigma Alumni Academic and Citizenship Award**, a special recognition for a student who has been outstanding in citizenship, character, and sensitivity, as well as in scholarship and service.

**Extended Learning Achievement Award** for a graduating senior in the extended learning program with the highest cumulative GPA. A minimum of 3.5 and 30 extended learning credit hours is required.

**Forrest G. Clark Award** for the athlete in the senior class with the highest academic average.

**Greek Academic Achievement for Female Organizations**

**Greek Academic Achievement for Male Organizations**

**Joan Wilson Award** for the outstanding senior woman who is preparing to teach in the areas of Health and Physical Education.

**Nursing Alumni Association Award** for an outstanding senior nursing student who demonstrates high academic achievement, clinical competence and leadership potential.

**Rex E. Pyles Award** for the outstanding senior man who is preparing to teach in the areas of Health and Physical Education.

**Ruth Joudrey Smith Memorial Prize** to help make possible, for a qualified student, participation in the International Studies Program.

**Ruth Shearer Secondary Education Award**, for outstanding scholarship in education, coupled with high standards of character and leadership, in honor of a former member of the University faculty.

**Science, Technology, and Mathematics Research Award** for outstanding laboratory research in science, technology and mathematics.

**Sheikh Ahmed Chemistry Award** for a junior chemistry major with a high GPA who has displayed leadership qualities in extracurricular activities.

The following awards are presented for outstanding papers:

**Business Writing Award**

**Humanities and Social Sciences Writing Award**

**Louise Callison Humanities Writing Award** (for creative writing)

**Nursing Writing Award****Science, Technology, and Mathematics Writing Award****Teacher Education Writing Award**

*\*To be eligible for any of the "highest average" awards, a student must have achieved at the beginning of the second semester a cumulative average, which meets the minimum standard for graduation honors (currently 3.40).*

**The Silver Key:** A junior and senior honor society. To be eligible for membership a student must have (1) earned a minimum of 60 semester hours of credit at Alderson Broaddus University and, at the beginning of the second semester, a cumulative average of 3.60; (2) evidenced high qualities of character, both on and off the campus; and (3) made a significant contribution to University life through participation in student and campus activities.

## GRADUATION INFORMATION

An undergraduate student may earn the Bachelor of Arts, Bachelor of Music, Bachelor of Music Education, Bachelor of Science in Nursing, Bachelor of Science, Associate in Arts, or Associate in Science degree.

The University will confer a second baccalaureate degree or a second associate's degree upon any student who has completed the stated requirements for the second degree, whether this is accomplished along with the completion of the first degree or at any later time. A "second degree" is interpreted to exclude more than one Bachelor of Arts, Bachelor of Science, Associate in Arts or Associate in Science degree from Alderson Broaddus University. The latter will instead be recorded as a second or additional major.

### Graduation Requirements

A student must file an Application for Degree with the Registrar's Office the semester before his or her last full semester.

- A degree will be conferred on a student only when all graduation requirements have been met and all financial obligations to the University have been met.
- In addition to the annual Commencement, degrees will be conferred at the end of the first semester and at the end of the summer term. The list of graduates prepared for the annual spring Commencement will include the names of those persons who graduated at the end of the first semester as well as those anticipating graduation the following August. Students whose graduation date is at the end of the first semester or at the end of the summer term who wish to participate in Commencement exercises must do so at the Commencement when their names are officially listed, as indicated above.

### Bachelor's Degree

Students must meet the following requirements in order to graduate with a Bachelor of Arts or Bachelor of Science degree:

1. The Liberal Studies Program for bachelor degrees must be completed.
2. The specific requirements of the student's academic program must be completed with a minimum cumulative GPA of 2.00 in those courses unless a higher GPA is a program requirement.
3. A minimum of 120 semester hours of college-level courses must be earned with a cumulative GPA of at least 2.00 for all work attempted at the University.

#### Notes:

- Requirements of a student's academic major may include a comprehensive exam and if so will be listed on the major's check sheet.

- Developmental courses do not count toward the 120 credits needed to graduate. These currently include DEVL-010 *Developmental Reading*, DEVL-011 *Developmental Math*, DEVL-018 *Developmental English*, and DEVL-020 *Applied Learning Skill Development*.
- A minimum of 30 semester hours must be awarded by Alderson Broaddus University.
- The residency requirement for a specific major is determined by the appropriate college or school.
- Alderson Broaddus University will not issue a diploma or a transcript to any student until all financial obligations to the University are paid in full and the Financial Aid exit interview has been completed.

## Associate's Degree

Students who are working toward the Associate's degree should check the specific requirements for the program in which they are enrolled. All students seeking the Associate's degree must meet the following requirements:

1. The Liberal Studies Program for associate degrees must be completed.
2. The specific requirements of the student's academic program must be completed with a minimum cumulative GPA of 2.00 in those courses unless a higher GPA is a program requirement.
3. A minimum of 60 semester hours of college-level courses must be earned with a cumulative GPA of at least 2.00 for all work attempted at the University.
4. No more than four one-credit elective courses may be counted in the electives selected to meet graduation requirements.
5. Fifteen semester hours of a student's program must be earned through Alderson Broaddus University.

### Notes:

- Developmental or remedial courses do not count toward the required credits needed to graduate. These include *English as a Second Language*, *Developmental English*, *Developmental Math*, *Developmental Reading* and *Applied Learning Skill Development*.
- Alderson Broaddus University will not issue a diploma or a transcript to any student until all financial obligations to the University are paid in full and the Financial Aid exit interview has been completed.

## Graduation Honors

Undergraduate students whose academic work has been of unusual distinction will be graduated with honors based on their cumulative GPA as follows:

<b>summa cum laude</b>	3.9 to 4.00
<b>magna cum laude</b>	3.7 to 3.89
<b>cum laude</b>	3.4 to 3.69

To be eligible for these graduation honors, a student must have completed at least 60 semester hours at the University.

# PROGRAMS OF STUDIES

## BACHELOR DEGREE PROGRAMS

### Accounting

leading to a Bachelor of Science Degree

#### Required Courses:

Business	100	(3)	Introduction to Business
Business	120	(3)	Introduction to Marketing
Business	140	(3)	Introductory Accounting I
Business	150	(3)	Introductory Accounting II
Business	160	(3)	Introduction to Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I
Business	290	(3)	International Business
Business	320	(3)	Business Finance
Business	333	(3)	Business Statistics and Analysis
Business	485	(3)	Business Internship
Business	495	(3)	Strategic Management/Business Policy
Economics	201	(3)	Macro-Economics*
Economics	211	(3)	Micro-Economics

#### PLUS THE FOLLOWING COURSES:

Business	260	(3)	Intermediate Accounting I
Business	265	(3)	Intermediate Accounting II
Business	285	(3)	Business Law II
Business	300	(3)	Cost Accounting
Business	311	(3)	Auditing I
Business	315	(3)	Auditing II
Business	410	(3)	Federal Income Tax I
Business	415	(3)	Federal Income Tax II
Business	420	(3)	Advanced Accounting
Business	425	(3)	Government/Not for Profit Accounting

ADDITIONAL HOURS: Students must be cognizant that 150 hours of coursework is required to sit for the CPA Examination. This may include taking a variety of additional courses to be selected as the student desires. Accounting advisors will insure students are aware of this 150-hour requirement and assist them to plan accordingly.

\*Indicates courses that also meet Liberal Studies requirements.

### Biology

leading to a Bachelor of Science Degree

#### Required Courses:

Biology	210	(4)	General Biology I*
Biology	211	(4)	General Biology II
Biology	212	(4)	Botany
Biology	240	(4)	Microbiology
Biology	341	(4)	Genetics
Biology	370	(4)	Cell Biology
Natural Science	261	(1)	Research Methods I
Natural Science	262	(1)	Research Methods II
Natural Science	461	(1)	Senior Research Project

#### PLUS ONE ECOLOGY AND EVOLUTION COURSE TO BE CHOSEN FROM THE FOLLOWING:

Biology	354	(4)	WV Flora
Biology	355	(4)	Mammalogy
Biology	360	(4)	Ecology
Biology	380	(4)	Aquatic Entomology



Biology	382	(4)	Entomology
Biology	410	(4)	Limnology
Biology	420	(4)	Parasitology**
Biology	455	(4)	Ornithology
Biology	482	(4)	Herpetology

## PLUS ALLIED FIELDS:

Chemistry	200	(4)	General Chemistry I
Chemistry	210	(4)	General Chemistry II

## PLUS ONE OF THE FOLLOWING OPTION SETS OF COURSES:

Option 1:			
Chemistry	310	(4)	Organic Chemistry I**
Chemistry	311	(4)	Organic Chemistry II**
<b>OR</b>			
Option 2:			
Chemistry	300	(4)	Principles of Organic Chemistry
Chemistry	370	(4)	Biochemistry**

Mathematics	141	(3)	Trigonometry*
<b>OR</b>			
Mathematics	151	(3)	Pre-calculus

Mathematics	251	(3)	Statistics
<b>OR</b>			
Mathematics	261	(3)	Statistics for Biologists
<b>OR</b>			
Psychology	260	(3)	Statistics and Data Analysis

Physics	211	(4)	Introduction to Physics
<b>OR</b>			
Physics	221	(4)	General Physics I**
Physics	222	(4)	General Physics II**

PLUS A TRACK: Choose 12 credits in the **Health Science Track** OR 12 credits in the **Ecology Track**

**Health Science Track**

Anatomy	390	(4)	Special Topics in Human Anatomy
Biology	245	(2)	Evolution
Biology	270	(4)	Anatomy and Physiology I**
Biology	271	(4)	Anatomy and Physiology II**
Biology	350	(4)	General Physiology**
Biology	390		Special Topics in Biology
Biology	420	(4)	Parasitology
Biology	454	(4)	Histology
Biology	483	(3)	Immunology
Biology	500		Internship in Biology

**OR**  
**Ecology Track**

Biology	245	(2)	Evolution
Biology	354	(4)	West Virginia Flora
Biology	355	(4)	Mammalogy
Biology	360	(4)	Ecology
Biology	365	(3)	Experimental Design and Data Analysis
Biology	375	(3)	Conservation Biology
Biology	380	(4)	Aquatic Entomology
Biology	382	(4)	Entomology
Biology	390		Special Topics in Biology
Biology	410	(4)	Limnology
Biology	420	(4)	Parasitology
Biology	455	(4)	Ornithology
Biology	482	(4)	Herpetology
Biology	500		Internship in Biology

Environmental Science	210	(4)	Introduction to Environmental Science
Environmental Science	215	(4)	Introduction to GIS
Environmental Science	420	(4)	Wetlands Ecology and Regulations
Natural Resource Mgt.	440	(4)	Forest Ecology and Management
Natural Resource Mgt.	475	(4)	Wildlife Ecology and Management

Among REQUIREMENTS FOR GRADUATION:

- Completion of the Liberal Studies Program
- Foreign Language: not required, but handled on advisory basis.
- Student must have a 2.00 GPA in the major and successfully complete a research project.

\*Indicates courses that also meet Liberal Studies requirements

\*\*Recommended course for students planning to attend professional healthcare programs

NOTE: Students planning on applying to medical school will need a semester of calculus.

## **Business Administration**

leading to a Bachelor of Science Degree

Required Courses:

Business	100	(3)	Introduction to Business
Business	120	(3)	Introduction to Marketing
Business	140	(3)	Introductory Accounting I
Business	150	(3)	Introductory Accounting II
Business	160	(3)	Introduction to Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I
Business	290	(3)	International Business
Business	320	(3)	Business Finance
Business	333	(3)	Business Statistics and Analysis
Business	485	(3)	Business Internship
Business	495	(3)	Strategic Management/Business Policy
Economics	201	(3)	Macro-Economics*
Economics	211	(3)	Micro-Economics

PLUS THE FOLLOWING COURSES:

Business	155	(3)	Business Communication
Business	235	(3)	Human Resource Management
Business	300	(3)	Cost Accounting
Business	301	(3)	Organization Behavior and Change
Business	336	(3)	Operations Management

PLUS ONE COURSE: Chosen from any business course offering (cannot be double-counted toward another business major).

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

## **Business Administration (Extended Learning)**

leading to a Bachelor of Business Administration Degree

**NOTE: This is a degree completion program and not available for students on AB's campus.**

Required Courses:

Business	120	(3)	Introduction to Marketing
Business	140	(3)	Introduction to Accounting I
Business	160	(3)	Introduction to Management
Business	235	(3)	Human Resource Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I

Business	320	(3)	Business Finance
Business	336	(3)	Operations Management
Business	495	(3)	Strategic Management/Business Policy
Economics	201	(3)	Macro-Economics*
Economics	211	(3)	Micro-Economics
Psychology	260	(3)	Statistics and Data Analysis*

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

## **Chemistry**

leading to a Bachelor of Science Degree

Required Courses:

Chemistry	200	(4)	General Chemistry I*
Chemistry	210	(4)	General Chemistry II
Chemistry	215	(4)	Inorganic Chemistry
Chemistry	250	(4)	Analytical and Instrumental Methods
Chemistry	310	(4)	Organic Chemistry I
Chemistry	311	(4)	Organic Chemistry II
Chemistry	315	(4)	Physical Chemistry
Chemistry	350	(4)	Instrumental Analysis and Design
Chemistry	370	(4)	Biochemistry
Computer Science	101	(3)	Introduction to Computers*
Mathematics	231	(4)	Calculus I
Mathematics	251	(3)	Statistics*
Natural Science	261	(1)	Research Methods I
Natural Science	262	(1)	Research Methods II
Natural Science	461	(1)	Senior Research Project
Physics	221	(4)	General Physics I
Physics	222	(4)	General Physics II

PLUS: An Elective Minor (minimum 14 semester hours) to be approved by the advisor and the dean of the College of Health, Science, Technology and Mathematics as contributing to the student's career goals.

FOREIGN LANGUAGE: Not required, but at least one semester of German is recommended for students anticipating graduate study in chemistry.

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and successfully complete a research project.

\*Indicates courses that also meet Liberal Studies requirements

## **Computer Science**

leading to a Bachelor of Science Degree

Required Courses:

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	120	(4)	Introduction to Object-Oriented Programming
Computer Science	130	(3)	Computer Organization and Architecture
Computer Science	160	(3)	Operating Systems
Computer Science	210	(3)	Fundamental Software Design
Computer Science	220	(3)	Software Engineering
Computer Science	240	(3)	Web and Mobile Application Development
Computer Science	245	(3)	Computer Networks
Computer Science	315	(3)	Theory of Computation
Computer Science	330	(3)	Data Structures and Algorithms
Computer Science	340	(3)	Database Management Systems
Computer Science	490	(1)	Senior Design Seminar
Computer Science	491	(2)	Senior Design

Mathematics	166	(3)	Discrete Mathematics I*
Mathematics	167	(4)	Discrete Mathematics II
Mathematics	231	(4)	Calculus I
Mathematics	251	(3)	Statistics

**PLUS THREE OF THE FOLLOWING COURSES:**

Computer Science	390	(3)	Special Topics in Computer Science
Computer Science	410	(3)	Programming Language Design
Computer Science	420	(3)	Computer Graphics
Computer Science	430	(3)	Information Assurance and Security
Computer Science	440	(3)	Distributed Computing
Computer Science	450	(3)	Artificial Intelligence

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

## **Criminal Justice**

leading to a Bachelor of Arts Degree

**Required Courses:**

Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	210	(3)	Crime and Deviant Behavior
Criminal Justice	300	(3)	Law Enforcement and Police Operations
Criminal Justice	320	(3)	Correctional Systems
Criminal Justice	340	(3)	Principles of Criminal Law
Criminal Justice	390	(3)	Special Topics in Criminal Justice
Criminal Justice	400	(3)	Criminal Investigations
Criminal Justice	410	(3)	Ethics in Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Procedures
Criminal Justice	500	(3)	Field Practicum in Criminal Justice
Criminal Justice	550	(3)	Seminar in Criminal Justice
Political Science	200	(3)	American National Government *
Political Science	210	(3)	State and Local Government
Political Science	310	(3)	Constitutional Law
Psychology	260	(3)	Statistics and Data Analysis*
Psychology	400	(3)	Social Psychology
Psychology	420	(3)	Abnormal Psychology
Sociology	190	(3)	Introduction to Sociology*
Sociology	240	(3)	Social Problems
Sociology	350	(3)	Criminology
Spanish	110	(3)	Elementary Spanish I
Spanish	111	(3)	Elementary Spanish II
Spanish	220	(3)	Intermediate Spanish I
Spanish	221	(3)	Intermediate Spanish II

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

\*Indicates courses that also meet Liberal Studies requirements.

## **Criminal Justice (Extended Learning)**

leading to a Bachelor of Science Degree

**NOTE: This is a degree completion program and not available for students on AB's campus.**

**Required Courses:**

Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	210	(3)	Crime and Deviant Behavior
Criminal Justice	300	(3)	Law Enforcement and Police Operations

Criminal Justice	320	(3)	Correctional Systems
Criminal Justice	340	(3)	Principles of Criminal Law
Criminal Justice	390	(3)	Special Topics in Criminal Justice
Criminal Justice	400	(3)	Criminal Investigations
Criminal Justice	410	(3)	Ethics in Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Procedures
Criminal Justice	500	(3)	Field Practicum in Criminal Justice
Criminal Justice	550	(3)	Seminar in Criminal Justice
Communication	150	(3)	Interpersonal Communication
Geography	250	(3)	World Geography
Political Science	200	(3)	American National Government *
Political Science	210	(3)	State and Local Government
Political Science	310	(3)	Constitutional Law
Psychology	400	(3)	Social Psychology
Psychology	420	(3)	Abnormal Psychology
Religion	280	(3)	Religions of the World
Sociology	190	(3)	Introduction to Sociology*
Sociology	240	(3)	Social Problems
Sociology	250	(3)	Social Science Research Methods
Sociology	320	(3)	Minorities
Sociology	350	(3)	Criminology

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

\*Indicates courses that also meet Liberal Studies requirements.

## **Cyber Security**

leading to a Bachelor of Science Degree

### Required Courses:

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	120	(4)	Introduction to Object-Oriented Programming
Computer Science	130	(3)	Computer Organization and Architecture
Computer Science	160	(3)	Operating Systems
Computer Science	240	(3)	Web and Mobile App Development
Computer Science	245	(3)	Computer Networks
Computer Science	330	(3)	Data Structures and Algorithms
Cyber Security	111	(3)	Introduction to Computer Security
Cyber Security	221	(4)	Network Security
Cyber Security	231	(3)	Software Security
Cyber Security	341	(4)	Web Security
Cyber Security	351	(3)	Information and System Security
Cyber Security	371	(4)	System Administration
Cyber Security	431	(4)	Ethical Hacking
Cyber Security	451	(4)	Security Operation Technology

### Capstone Requirements:

Cyber Security	480	(3)	Internship
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**OR**

Computer Science	490	(1)	Senior Design Seminar
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Computer Science	491	(2)	Senior Design
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**OR**

CompTIA Security+ Certification

### **Mathematics (Required)**

Mathematics	166	(3)	Discrete Mathematics 1
Mathematics	251	(3)	Statistics*

### **Electives (select 1):**

Cyber Security	390	(3)	Special Topics in Cyber Security
Cyber Security	406	(3)	Cryptography
Cyber Security	411	(3)	Cyber Risk Management

Cyber Security	421	(3)	Secure Healthcare Informatics
Cyber Security	441	(3)	Digital Forensics

FOREIGN LANGUAGE: Not required.

LIBERAL STUDIES PROGRAM: As listed on the appropriate Liberal Studies Check sheet.

Among REQUIREMENTS FOR GRADUATION, the student must have a Grade Point Average of 2.0 or better on the courses credited on this Check sheet.

\*Indicates courses that also meet Liberal Studies requirements.

## **Education**

Students in teacher education earn a bachelor's degree and are eligible for certification to teach in West Virginia and other states as arranged through reciprocity by the West Virginia Department of Education (WVDE). All teacher education programs are approved by the West Virginia Department of Education and go through and accreditation process with the Council for Accreditation of Educator Preparation (CAEP)

- The College or Education offers teaching specializations in
  - ✓ Elementary Education K-6,
  - ✓ Secondary Education 5-Adult
  - ✓ Physical Education PK-12
- Elementary Education results in a K-6 certification. Additional field in Multi-Categorical Special Education K-6 is available as endorsement to the Elementary K-6 program.
- Secondary Education has the specializations in Social Studies 5-Adult. In addition, PreK-Adult specializations include Physical Education, Health Education.
- Prior to being formally admitted into the Teacher Education Program (TEP), all students in a teacher education major must take a practice Core Academic Skills for Educators (CASE) test. Students are required by the state of West Virginia to pass the official CASE basic skills competency test offered by Educational Testing Service (ETS). CASE must be attempted, but not necessarily passed, before admission into EDUC 260 and may be retaken multiple times at the student's expense. Remediation assistance is available in the Academic Center for Educational Success, the student achievement office. Students will not be formally admitted to the Teacher Education Program (TEP) until CASE is passed. Exemptions from taking CASE occur under the following conditions:
  - Candidate has attained a score of 25 on ACT prior to November 1989
  - Candidate has attained a score of 26 on the Enhanced ACT beginning November 1989
  - Candidate has attained a score of 1035 on SAT prior to April 1995
  - Candidate has attained a re-centered SAT score of 1125 beginning April 1995
  - Candidate has a SAT combined Verbal and Math score of 1170 beginning March 2005
- Education students must:
  - be officially admitted to the Teacher Education Program prior to taking content specific education methods courses and professional education methods courses at the 300 level and higher
  - maintain a 2.5 in content specialty major
  - maintain a 2.5 GPA in professional education studies and earn a minimum of a "C" or better in all Professional Education courses
  - maintain a 2.0 GPA in liberal studies
- In order to be certified as a teacher in the state of WV students must:
  - pass (or be exempt from) the ETS Praxis Series-- CASE, the Praxis II Content tests; the Principles of Learning and Teaching Examination (PLT); (and for Elementary Education, Teaching Reading Elementary Education {TREE})
  - complete Clinical Experience with a grade of C or better
  - receive a bachelor's degree
  - pass a certified background check as required by the WV Department of Education
  - complete WV Department of Education application requirements for certification
  - complete the minimum number of field experience observation hours as per WVDE Policy 5100

- Programs are coordinated within the College of Education in collaboration with respective schools where the discipline is housed.

## Requirements to Be Formally Admitted to Teacher Education Program (TEP)

Students must achieve full admission prior to taking 300 level education methods courses. Newly enrolled students at Alderson Broaddus University may request formal admission to the Teacher Education Program once requirements for entry to program checklist are met and verified.

A student must be admitted once criteria for the entry to program checklist are met prior to taking any content specific education methods and professional education methods courses 300 level and higher. Before a student may make application for admission into Teacher Education, the following requirements must be met for Full Admission:

1. Completion of at least 28 semester hours
2. Minimum of 2.5 GPA in each content specialty area
3. Minimum of 2.5 GPA in professional education
4. Minimum of 2.0 GPA in Liberal Studies
5. Passed all pre-professional skills components; that is,
  - ETS Core Academic Skills for Educators (CASE) at appropriate cut-off score
  - Successful completion of Communication 130,
  - Passed Education 190, Education 260 and Education 288 with a grade of "C" or better earned in each course. A limit of 2 attempts to meet the "C" requirement with additional considerations to be approved by the College of Education Dean.
6. Approval of an electronic portfolio, reviewed by the academic advisor which includes an essay relevant to the student's plans to enter the teaching profession.
7. Receipt of TEP-reference forms from three faculty members at the University, including one from an AB faculty member and two from a TEP faculty members.
8. Meet the criteria of personal dispositions determined to be necessary for successful performance in teaching.
9. Enrollment to TEP will be held at the beginning of each semester. Candidates for admission to TEP will meet with teacher education faculty, content faculty, and the administrative assistant to review and verify that the checklist criteria are met.
10. Application for probationary semester may be approved after consultation with the academic advisor if the deficit in one area exists. If deficiencies are not cleared within that semester, entrance will be denied.

## Requirements for Clinical Experience

Criteria for Admission to Student Teaching must be met the semester before student teaching:

1. Minimum 2.5 GPA in each content specialty area.
2. Minimum 2.5 GPA in professional education.
3. Minimum 2.5 GPA overall, including all credit taken elsewhere.
4. Minimum 2.0 in Liberal Studies.
5. Completion of all content specialty courses prior to student teaching, unless the specialty area advisor and the College of Education dean approve otherwise, with disclosure to the county school board contact.
6. At least a "C" in all Professional Education classes. A limit of two attempts per class to meet the "C" requirement with additional considerations to be approved by the College of Education Dean.
7. Complete background and fingerprint checks plus forms to apply for and receive a permit from WVDE.

## Requirements for Graduation

Graduation and being recommended for West Virginia Certification from Alderson Broaddus University are not the same. Graduation criteria are:

1. Minimum 2.5 GPA in each content specialty area.
2. Math
3. Minimum 2.5 GPA in professional education, including student teaching.
4. Minimum 2.5 GPA overall, including all credit taken elsewhere.
5. Passed the appropriate Praxis II Content Specialization Test(s) and Principles of Learning and Teaching.
6. Minimum of "C" in Clinical Experience.

## Requirements to Be Certified in West Virginia and be Considered a "Program-Completer"

Certification requirements are:

1. Minimum 2.5 GPA in each content specialty area.
2. Minimum 2.00 in Liberal Studies.
3. Minimum 2.5 GPA in professional education, including student teaching.
4. Minimum 2.5 GPA overall, including all credit taken elsewhere.
5. Minimum of "C" in Clinical Experience.



6. Successfully passed the appropriate Praxis II Content Specialization Test(s) at passing scores and Principles of Learning and Teaching, and Teaching Reading Elementary Education (TREE).

## **Elementary Education**

### **Elementary Education K-6 Teaching Specialization**

leading to Bachelor of Arts degree

Required Courses: Minimum of 2.5 GPA in these courses and Pass all with a "C" or better

#### Social Sciences:

Economics	201	(3)	Macroeconomics*
Geography	200	(3)	Principles of Physical and Human Geography
History	160	(2)	World History 1500-Present*
History	200	(3)	History of the United States to 1877
History	210	(3)	History of the United States since 1877
Political Science	200	(3)	American National Government
Sociology	190	(3)	Introduction to Sociology*

#### Mathematics:

Education	221	(3)	Math for Elementary Teachers I*
Education	222	(3)	Math for Elementary Teachers II
Mathematics	113	(3)	College Algebra

#### Sciences:

Biology	110	(4)	Introduction to Biology*
Natural Science	185	(4)	Applied Science
Natural Science	190	(4)	Earth Science

#### Special Content Courses:

Education	230	(3)	Elementary Creative Arts*
Education	255	(3)	Children's Literature*
Psychology	240	(3)	Child Development

#### The Professional Education requirements (2.5 GPA required)

Education	050	(0)	Alderson Broaddus Education Lyceum**
Education	170	(3)	Foundations of Public Education
Education	190	(3)	Educational Technology Applications*
Education	260	(3)	Educational Psychology*
Education	288	(3)	General Methods
Special Education	100	(3)	Areas of Exceptionality in Special Education

#### TEP Admission Required

Education	301	(3)	Co-teaching
Education	320	(3)	Middle School Design and Issues
Education	410	(3)	Mathematics in Elementary School
Education	411	(3)	Elementary Science Methods
Education	412	(3)	Elementary Social Studies Methods
Education	485	(11)	Clinical Experience
Education	490	(1)	Education Capstone
Education	495	(1)	Seminar in Teaching
Reading	320	(3)	Reading in the Elementary School
Reading	322	(3)	Language Arts in the Elementary School
Reading	450	(3)	Corrective Techniques in Reading Instruction
Special Education	340	(3)	Strategies for Inclusive Settings

Among REQUIREMENTS FOR GRADUATION - completion of the Liberal Studies Program

\*Indicates courses that meet Liberal Studies

\*\*The student must successfully complete 1 semesters of EDUC-050 for each semester that the student is an education major.

**Special Education****Multi-Categorical Special Education K-6 Teaching Specialization***Must be coupled with Elementary K-6 Specialization*

## Required Courses:

Special Education	100	(3)	Areas of Exceptionality in Special Education
Special Education	230	(3)	Mild to Moderate Educational Needs
Special Education	240	(3)	Instructional Strategies and Behavior Management
Special Education	310	(3)	Assessment
Special Education	340	(3)	Strategies for Inclusive Settings
Special Education	400	(3)	Practicum in Special Education

**Secondary Education***leading to a Bachelor of Arts or a Bachelor of Science Degree***Social Studies 5-Adult Teaching Specialization:**

## Required Courses:

Economics	201	(3)	Introduction to Macroeconomics*
Economics	211	(3)	Introduction to Microeconomics
Geography	250	(3)	World Geography
History	150	(3)	World History to 1500
History	160	(3)	World History 1500 to Present
History	200	(3)	History of the United States to 1877
History	210	(3)	History of United States Since 1877
Political Science	190	(3)	Introduction to Political Science
Political Science	200	(3)	American National Government
Political Science	210	(3)	State and Local Government
Psychology	190	(3)	General Psychology*
Psychology	420	(3)	Abnormal Psychology
Sociology	190	(3)	Introduction to Sociology
Sociology	230	(3)	Appalachian Studies
Sociology	320	(3)	Minorities

## PLUS ONE COURSE FROM THE FOLLOWING:

Geography	200	(3)	Principles of Physical and Human Geography
Environmental Science	215	(3)	Introduction to GIS

## PLUS ONE COURSE FROM THE FOLLOWING US HISTORY COURSES:

History	310	(3)	US History, Revolution to 1850
History	315	(3)	Modern US History 1880-1945

## PLUS ONE COURSE FROM THE FOLLOWING WORLD HISTORY COURSE:

History	350	(3)	World History 500-1450
History	355	(3)	Early Modern World History 1400-1750
History	365	(3)	Modern World History 1750-1940

## PLUS

**Professional Education Requirements for all Secondary Teaching Specializations:**

Education	050	(0)	Alderson Broadbush Education Lyceum
Education	170	(3)	Foundations of Public Education
Education	190	(3)	Educational Technology Applications
Education	260	(3)	Educational Psychology*
Education	288	(3)	General Methods
Education	301	(3)	Co-Teaching
Education	320	(3)	Middle School Design and Issues
Education	435	(3)	Social Studies Methods: Grade 9-Adult Learners
Reading	300	(3)	Reading in the Secondary Schools
Special Education	100	(3)	Areas of Exceptionality in Special Education
Special Education	340	(3)	Creating Inclusive Classrooms: Strategies for Teachers
Education	485	(11)	Clinical Experience

Education	490	(1)	Education Capstone
Education	495	(1)	Seminar in Teaching
Among REQUIREMENTS FOR GRADUATION - completion of the Liberal Studies Program			

\*Indicates courses that also meet Liberal Studies requirements.

\*\* The student must successfully complete 1 semesters of EDUC-050 for each semester that the student is an education major.

## **Environmental Science**

leading to a Bachelor of Science Degree

### Required Courses:

Biology	210	(4)	General Biology I
Biology	211	(4)	General Biology II
Biology	212	(4)	Botany
Chemistry	200	(4)	General Chemistry I*
Chemistry	210	(4)	General Chemistry II
Environmental Science	210	(4)	Environmental Science
Environmental Science	215	(4)	Introduction to GIS
Environmental Science	240	(3)	Environmental Policy and Regulation
Environmental Science	250	(3)	Applied Environmental Regulation
Environmental Science	335	(4)	Watershed Hydrology <b>or</b> Geology 350 (4) Hydrogeology
Environmental Science	420	(4)	Wetlands Ecology and Regulations
Geology	190	(4)	Introduction to Geology
Mathematics	141	(3)	Trigonometry* or Mathematics 231 (4) Calculus I
Mathematics	261	(3)	Statistics for Biologists
Natural Science	261	(1)	Research Methods I
Natural Science	262	(1)	Research Methods II
Natural Science	461	(1)	Senior Research Project
Physics	211	(4)	Introduction to Physics
OR			
Physics	221	(4)	General Physics I <b>and</b> Physics 222 (4) General Physics II

In addition, students will choose 20 credit hours of appropriate upper level courses chosen to meet their professional goals. The student may choose the Applied Environmental Science concentration (see below) or another concentration of appropriate upper level courses.

Total Credits for Environmental Science BS                      79 or 84

Among REQUIREMENTS FOR GRADUATION, the student must have a 2.0 GPA in the major and successfully complete a research project. An internship with an approved business, agency or other organization involved in environmental work is strongly recommended.

\*Indicates courses that also meet Liberal Studies Requirements.

### **Applied Environmental Science Concentration**

Students will choose a minimum of 20 credits from the following, with the restriction that CHEM 303, Environmental Chemistry; ENVS 330, Environmental Engineering; and ENVS 345, Environmental Risk Analysis must be included in the minimum of 20 credit hours.

Biology	360	(4)	Ecology
Chemistry	303	(4)	Environmental and Toxicological Chemistry*
Environmental Science	310	(4)	Applied Remote Sensing
Environmental Science	315	(4)	Advanced GIS
Environmental Science	330	(3)	Environmental Engineering *
Environmental Science	335	(4)	Watershed Hydrology
Environmental Science	345	(3)	Environmental Risk Analysis*
Natural Science	490	(1)	Resource Seminar
Geology	350	(4)	Hydrogeology

Total Credits for Concentration = minimum of 20

\*Indicates courses required for the Applied Environmental Science Concentration

## **Exercise Science**

leading to a Bachelor of Science Degree

### **Core Required Courses:**

Biology	210	(4)	General Biology*
Biology	270	(4)	Anatomy and Physiology I
Biology	271	(4)	Anatomy and Physiology II
Exercise Science	101	(2)	Introduction to Exercise Science
Exercise Science	305	(3)	Kinesiology/Biomechanics
Exercise Science	350	(4)	Orthopedic Evaluation of the Lower Extremity
Exercise Science	360	(4)	Orthopedic Evaluation of the Upper Extremity
Exercise Science	370	(4)	Rehabilitation of Ortho Injuries
Exercise Science	400	(4)	General Medical Conditions in Exercise Science
Exercise Science	420	(3)	EBP Research in Healthcare
Exercise Science	430	(3)	Administration and Organization in Exercise Science
Exercise Science	450	(3)	Field Experience in Exercise Science
Health Science	260	(3)	Nutrition
Mathematics/Psychology†	—	(3)	Statistics
Psychology	190	(3)	General Psychology*
Psychology	220	(3)	Human Development

† Students may choose between MATH 251 Statistics, MATH 261 Statistics for Biologists or PSYC 260 Statistics and Data Analysis based on the requirements of their intended graduate program.

### **CONCENTRATION REQUIREMENTS:**

#### **Athletic Training**

Biology	111	(3)	Human Biology
Chemistry	190	(4)	Introduction to Chemistry
Exercise Science	150	(1)	Taping and Bracing
Exercise Science	161	(3)	Strength Training and Conditioning
Exercise Science	270	(3)	Injury Control and Management
Exercise Science	315	(3)	Physiology of Exercise
Health Education	250	(3)	Personal Health
Physics	211	(4)	Introduction to Physics
Psychology	315	(3)	Introduction to Sports Psychology

#### **Chiropractic Medicine**

Biology	111	(3)	Human Biology
Chemistry	200	(4)	General Chemistry I
Chemistry	210	(4)	General Chemistry II
Chemistry	300	(4)	Principles of Organic Chemistry
Chemistry	370	(4)	Biochemistry
Exercise Science	410	(3)	Exercises for Populations with Chronic Conditions
Health Science	100	(2)	Health Care Terminology
Physics	211	(4)	Intro to Physics

#### **Occupational Therapy**

Biology	111	(3)	Human Biology
Exercise Science	410	(3)	Exercises for Populations with Chronic Conditions
Health Science	100	(2)	Health Care Terminology
Philosophy	210	(3)	Ethics*
Psychology	420	(3)	Abnormal Psychology
Physics	211	(4)	Intro to Physics
Sociology	190	(3)	Intro to Sociology

#### **Orthotics and Prosthetics**

Biology	211	(4)	General Biology II
Chemistry	200	(4)	General Chemistry I
Chemistry	210	(4)	General Chemistry II
Mathematics	141	(3)	Trigonometry*
Physics	221	(4)	General Physics I

Physics	222	(4)	General Physics II
Psychology	420	(3)	Abnormal Psychology

**Strength and Conditioning ++**

Biology	111	(3)	Human Biology
Exercise Science	161	(3)	Strength Training and Conditioning
Exercise Science	270	(3)	Injury Control and Management
Exercise Science	315	(3)	Physiology of Exercise
Exercise Science	341	(3)	Resistance Training and Exercise Technique
Exercise Science	361	(3)	Advanced Principles of Strength and Conditioning
Exercise Science	410	(3)	Exercises for Populations with Chronic Conditions
Exercise Science	451	(3)	Field Experience in Strength and Conditioning
Exercise Science	490	(3)	Test Taking Strategies for the CSCS Exam
Physics	211	(4)	Introduction to Physics
Psychology	315	(3)	Introduction to Sports Psychology

**Physical Therapy**

Biology	211	(4)	General Biology II
Chemistry	200	(4)	General Chemistry I
Chemistry	210	(4)	General Chemistry II
Exercise Science	315	(3)	Physiology of Exercise
Mathematics	141	(3)	Trigonometry*
Physics	221	(4)	General Physics I
Physics	222	(4)	General Physics II

††The requirements for the Strength & Conditioning concentration will meet the course needs of the Strength & Conditioning minor. However, students will need to submit appropriate documentation to declare the minor and show proof of a current First-Aid/CPR card. Completion of the major may allow students to sit for the CSCS exam.

\*Indicates courses that also meet Liberal Studies requirements

Students must meet the following criteria to remain in good standing within the program:

- Declare a Concentration before the start of their 5<sup>th</sup> semester.
- Earn no grade below a "C" within major course work
- Maintain a cumulative GPA of 2.75 in major courses

*Completion of the Athletic Training, Physical Therapy, Occupational Therapy, Orthotics & Prosthetics, and Chiropractic concentrations DO NOT qualify graduates to sit for national certification examinations*

LIBERAL STUDIES PROGRAM: As outlined on [Liberal Studies Check Sheet](#).

Students must meet the following criteria to remain in good standing within the program:

- Declare a Concentration before the start of their 5<sup>th</sup> semester.
- Earn no grade below a "C" within major course work.
- Current trends indicate that many professional programs require students to maintain a GPA at or above 3.0 in required coursework.

Completion of a concentration DOES NOT qualify graduates to sit for national certification or practitioner examinations.

*It is recommended that students take HSCI 100 Health Care Terminology in the spring of their first year.*

**Health Care Management (Extended Learning)**

leading to a Bachelor of Science degree

**NOTE: This is a degree completion program and not available for students on AB's campus.**

**Required Courses:**

Business	120	(3)	Introduction to Marketing
Business	160	(3)	Introduction to Management
Business	170	(3)	Health Care Administration
Business	250	(3)	Ethics in Business
Business	253	(3)	Human Resource Management

Communication	210	(3)	Health Care Communication*
Health Education	400	(3)	Community Health Education and Promotion
Philosophy	391	(3)	Ethics of Health Care*
Psychology	395	(3)	Death and Dying
Religion	285	(3)	Spirituality and Health Care*

**Choose one of the two tracks listed below:**

Marketing Track

Business	345	(3)	Marketing Research
Business	350	(3)	Consumer Behavior
Business	435	(3)	Marketing Management
Communication	251	(3)	Advertising
Communication	350	(3)	Social Media

Office Management Track

Business	140	(3)	Introductory Accounting I
Business	150	(3)	Introductory Accounting II
Business	175	(3)	Risk Management and Insurance
Business	281	(3)	Business Law I
Business	320	(3)	Business Finance

LIBERAL STUDIES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet.

Among REQUIREMENTS FOR GRADUATION, the student must have a grade point average of 2.00 in the major, have 120 college level credit hours.

\*Indicates courses that also meet Liberal Studies requirements.

## **Integrated Marketing and Communication**

leading to a Bachelor of Science degree

**Required Courses**

Business	120	(3)	Introduction to Marketing
Business	345	(3)	Marketing Research
Business	350	(3)	Consumer Behavior
Business	435	(3)	Marketing Management
Communication	155	(3)	Introduction to Mass Communication
Communication	175	(3)	Media Writing
Communication	185	(3)	Principles and Practices of Public Relations
Communication	251	(3)	Advertising
Communication	340	(3)	Non-Profit and Corporate PR Case Studies
Communication	350	(3)	Social Media
Communication	355	(3)	Mass Communication Law and Ethics
Communication	490	(3)	PR and Communication Campaigns
Psychology	260	(3)	Statistics and Data Analysis

Traditional Students take the following:

Communication	495	(3)	Internship
Journalism	160	(1)	Journalism Practicum
Journalism	165	(1)	Advanced Journalism Practicum
Journalism	165	(1)	Advanced Journalism Practicum

Extended Learning Students take the following:

Business	160	(3)	Introduction to Management
Business	343	(3)	Database Management

LIBERAL STUDIES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet.

Among REQUIREMENTS FOR GRADUATION, the student must have a grade point average of 2.00 in the major, have 120 college level credit hours.

\*Indicates courses that also meet Liberal Studies requirements.

**Interdisciplinary Studies**leading to a Bachelor of Science degree

Students may not complete the Interdisciplinary Studies Degree and another degree program simultaneously.

**TRACK ONE - EMPHASIS CHOICE:**

Business (ACCT, BUSI, ECON, SPMT)  
 Health Science (EXSC, HEED, HSCI, NRSG, Anatomy and Physiology, Medical Informatics)  
 Humanities (COMM, ENGL, HUMN, JOUR, MDIA, MUAP, MUSC, RELG, PHIL, SPAN)  
 Computers and Math (CSCI, CSEC, MATH)  
 Natural Science (BIOL, CHEM, ENVS, GEOL, NSCI, PHYS)  
 Social Science (CRJS, GEOG, HIST, LGLS, POLS, PSYC, SOCI)

**REQUIRED:**

- 36 hours in an emphasis with 18 of these hours to be at upper level
- and an additional 9 hours of upper level elective courses.
- IDST-490 (3) Interdisciplinary Capstone

**TRACK TWO – DISCIPLINE CONCENTRATION:**

Students choose two unrelated disciplines to fulfill the major requirements (e.g., biology and psychology; chemistry and math; education and philosophy; etc.).

**REQUIRED**

- 18 Hours in Concentration \_\_\_\_\_ toward Degree  
With 9 hours at upper level
- 18 Hours in Concentration \_\_\_\_\_ toward Degree  
With 9 hours at upper level
- ELECTIVES: 9 Upper Level Hours in Concentration \_\_\_\_\_ toward Degree
- IDST-490 (3) Interdisciplinary Capstone

**TRACK THREE – SINGLE CONCENTRATION:**

- Students choose a single disciplines to fulfill the major requirements.
- Student may not complete the Interdisciplinary Studies Degree and another degree program simultaneously.
- Student must complete a total of 27 upper division courses.

**REQUIRED**

- 18 Hours in Concentration \_\_\_\_\_ toward Degree  
With 9 hours at upper level
- ELECTIVES:
- IDST-490 (3) Interdisciplinary Capstone

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

**Interdisciplinary Studies (Extended Learning)**leading to a Bachelor of Science degree

**NOTE: This is a degree completion program and not available for students on AB's campus.**

Students may not complete the Interdisciplinary Studies Degree and another degree program simultaneously

**REQUIRED**

- Students choose a single discipline to fulfill the major requirements.
- Students must complete 27 hours in upper division courses.
- 18 Hours in Concentration \_\_\_\_\_ toward Degree
- IDST-490 (3) Interdisciplinary Capstone
- ELECTIVES:



Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

Students must complete a minimum of 30 credits through Alderson Broaddus University.

## **Journalism and Professional Writing**

leading to a Bachelor of Arts degree

Required Courses:

Communication	175	(3)	Media Writing
Communication	251	(3)	Advertising
Communication	355	(3)	Mass Communication Law and Ethics
Communication	490	(3)	PR/Communication Campaigns
English	230	(3)	Creative Writing
English	250	(3)	Advanced Grammar
English	260	(3)	Technical Writing
Journalism	160	(1)	Journalism Practicum I
Journalism	200	(3)	Introduction to Journalism
Journalism	210	(3)	News Editing and Production
Media	135	(3)	Digital Photography

PLUS 6 SEMESTER HOURS FROM AT LEAST TWO OF THE FOLLOWING COURSES:

Journalism	165	(1)*	Journalism Practicum II (on <i>Battler Columns</i> staff)
English	245	(1)*	Practicum in Grant Writing

PLUS ONE OF THE FOLLOWING COURSES:

English	495	(3)	Internship in Professional Writing
Journalism	495	(3)	Internship in News Editing and Production

\*May be repeated for credit

ADMISSION REQUIREMENTS: Students must have a score of at least 20 on the ACT English test or 450 on the SAT Verbal test to be admitted as freshmen into the Journalism and Professional Writing major.

FOREIGN LANGUAGE: Four semesters of one modern foreign language are required. (See policy on placement in courses.)

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

## **Legal Studies**

leading to a Bachelor of Arts Degree

Required Courses:

Communication	240	(3)	Argumentation and Persuasion
Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	340	(3)	Principles of Criminal Law
Criminal Justice	450	(3)	Criminal Courts and Process
Legal Studies	200	(3)	Introduction to Law and Society
Legal Studies	280	(3)	American Legal History
Legal Studies	300	(3)	Civil Rights and Liberties
Legal Studies	350	(3)	Legal Research and Writing
Legal Studies	500	(3)	Field Practicum
Philosophy	290	(3)	Applied Logic
Political Science	200	(3)	American National Government *
Political Science	310	(3)	Constitutional Law

PLUS 3 credit hours in a law elective from any discipline (International Law or Business Law recommended).

PLUS 3 credit hours of ethics from any discipline.

**PLUS ONE OF THE FOLLOWING COURSES:**

Criminal Justice	550	(3)	Seminar in Criminal Justice
History	510	(3)	Seminar in History
Political Science	550	(3)	Seminar in Political Science

**FOREIGN LANGUAGE:** Three semesters of one modern foreign language are required.  
(See policy on placement in courses.)

Among **REQUIREMENTS FOR GRADUATION:** Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

**Legal Studies (Extended Learning)**

leading to a Bachelor of Science Degree

**NOTE: This is a degree completion program and not available for students on AB's campus.**

**Required Courses:**

Business	281	(3)	Business Law 1
Communication	240	(3)	Argumentation and Persuasion
Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	340	(3)	Principles of Criminal Law
Criminal Justice	410	(3)	Ethics in Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Process
Criminal Justice	550	(3)	Seminar in Criminal Justice
Legal Studies	200	(3)	Introduction to Law and Society
Legal Studies	280	(3)	American Legal History
Legal Studies	300	(3)	Civil Rights and Liberties
Legal Studies	350	(3)	Legal Research and Writing
Legal Studies	500	(3)	Field Practicum
Philosophy	290	(3)	Applied Logic
Political Science	200	(3)	American National Government *
Political Science	310	(3)	Constitutional Law

Among **REQUIREMENTS FOR GRADUATION:** Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

**Marketing**

leading to a Bachelor of Science Degree

**Required Courses:**

Business	100	(3)	Introduction to Business
Business	120	(3)	Introduction to Marketing
Business	140	(3)	Introductory Accounting I
Business	150	(3)	Introductory Accounting II
Business	160	(3)	Introduction to Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I
Business	290	(3)	International Business
Business	320	(3)	Business Finance
Business	333	(3)	Business Statistics and Analysis
Business	485	(3)	Business Internship
Business	495	(3)	Strategic Management/Business Policy
Economics	201	(3)	Macro-Economics*
Economics	211	(3)	Micro-Economics

## PLUS THE FOLLOWING COURSES:

Business	345	(3)	Marketing Research
Business	350	(3)	Consumer Behavior
Business	422	(3)	Digital Marketing
Business	435	(3)	Marketing Management
Communication	251	(3)	Advertising

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

## **Mass Communication**

leading to a Bachelor of Arts Degree

## Core Required Courses:

Business	120	(3)	Introduction to Marketing
Communication	155	(3)	Introduction to Mass Communication
Communication	175	(3)	Media Writing
Communication	230	(3)	Media and Society*
Communication	251	(3)	Advertising
Communication	271	(4)	Video Production I
Communication	350	(3)	Social Media
Communication	355	(3)	Mass Communication Law and Ethics
Communication	490	(3)	PR/Communication Campaigns
Communication	495	(3)	Internship

PLUS 17 SEMESTER HOURS FROM ONE OF THE FOLLOWING CONCENTRATIONS:

### **General Concentration**

Business	345	(3)	Marketing Research
Communication	370	(4)	Video Production II
Journalism	200	(3)	Introduction to Journalism
Media	211	(3)	Film Genres*

PLUS FOUR SEMESTER HOURS FROM THE FOLLOWING:

Communication	220	(1)	Media Practicum**
Journalism	160	(1)	Journalism Practicum (on <i>Battler Columns</i> staff)
Journalism	165	(1)	Advanced Journalism Practicum**

\*\*May be repeated for credit.

### **Digital Media Concentration**

Communication	220	(1)	Media Practicum
Media	135	(3)	Digital Photography
Media	180	(3)	Introduction to Digital Design
Media	255	(3)	Web Design
Media	370	(4)	Advanced Digital Applications
Psychology	340	(3)	Cyberpsychology

FOREIGN LANGUAGE: Four semesters of one modern foreign language are required.

(See policy on placement in courses.)

\*COMM-130 Introduction to Public Speaking is required to fulfill Liberal Studies' Goal 1-A.3.

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

**Mathematics**leading to a Bachelor of Science Degree

## Required Courses:

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	120	(3)	Introduction to Object Oriented Programming
Mathematics	166	(3)	Discrete Math I*
Mathematics	167	(3)	Discrete Math II
Mathematics	231	(4)	Calculus I
Mathematics	232	(4)	Calculus II
Mathematics	251	(3)	Statistics*
Mathematics	310	(3)	Modern Algebra
Mathematics	315	(3)	Linear Algebra
Mathematics	333	(4)	Advanced Calculus
Mathematics	351	(3)	Probability Theory
Mathematics	371	(3)	Principles of Geometry
Mathematics	441	(3)	Differential Equations
Mathematics	450	(3)	Mathematics and Computer Science Capstone Course
Physics	221	(4)	General Physics I*

## PLUS 6 SEMESTER HOURS SELECTED FROM:

Computer Science	315	(3)	Theory of Computation
Computer Science	330	(3)	Data Structures and Algorithms
Computer Science	410	(3)	Programming Language Design
Computer Science	420	(3)	Computer Graphics
Computer Science	450	(3)	Artificial Intelligence
Environmental Science	215	(3)	Introduction to GIS
Environmental Science	310	(3)	Applied Remote Sensing
Environmental Science	315	(3)	Advanced GIS
Mathematics	600	(2-4)	Undergraduate Research
Physics	222	(4)	General Physics II

FOREIGN LANGUAGE: Not required

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies program. The student must have a 2.00 GPA in the major and must successfully complete a research project.

\*Indicates courses that also meet Liberal Studies requirements.

**Natural Resource Management**leading to a Bachelor of Science Degree

## Required Courses:

Biology	210	(4)	General Biology I
Biology	212	(4)	Botany
Business	160	(3)	Introduction to Management
Economics	211	(3)	Microeconomics
Environmental Science	210	(4)	Environmental Science*
Environmental Science	340	(3)	Environmental Policy and Regulation
Environmental Science	215	(4)	Introduction to GIS
Environmental Science	420	(4)	Wetlands Ecology and Regulations
Geology	190	(4)	Introduction to Geology
Mathematics	141	(3)	Trigonometry*
Mathematics	261	(3)	Statistics for Biologists
Natural Resource Mgt.	440	(4)	Forest Ecology and Management
Natural Resource Mgt.	475	(4)	Wildlife Ecology and Management

**Choose One Chemistry Option**

Chemistry	190	(4)	Introduction to Chemistry
Chemistry	210	(4)	General Chemistry II

**Choose One Environmental Science Option**

Environmental Science	250	(3)	Applied Environmental Regulation
Environmental Science	345	(3)	Environmental Risk Analysis

**Choose Two Business Options**

Business	140	(3)	Introduction to Accounting I
Business	235	(3)	Human Resource Management
Business	336	(3)	Operations Management

**Choose One Capstone Option**

Business	485	(3)	Business Internship
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**Or the Natural Science Sequence Below**

Natural Science	261	(1)	Research Methods I
Natural Science	262	(1)	Research Methods II
Natural Science	461	(1)	Senior Research Project

**Choose One CONCENTRATION**
**Water Resources: Select 3 courses**

Biology	360	(4)	Ecology
Biology	380	(4)	Aquatic Entomology
Biology	410	(4)	Limnology
Environmental Science	335	(4)	Watershed Hydrology
Geology	350	(4)	Hydrogeology
Natural Resource Mgt.	390	(3-4)	Special Topics

**Wildlife Resources: Select 3 courses**

Biology	211	(4)	General Biology II
Biology	355	(4)	Mammalogy
Biology	360	(4)	Ecology
Biology	375	(3)	Conservation Biology
Biology	382	(4)	Entomology
Biology	455	(4)	Ornithology
Biology	482	(4)	Herpetology
Natural Resource Mgt.	390	(3-4)	Special Topics

**General: Select 2 courses from either of the above CONCENTRATIONS, PLUS**

Physics	211	(4)	Introduction to Physics
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FOREIGN LANGUAGE: not required

LIBERAL STUDIES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet.

\*Indicates courses that also meet Liberal Studies requirements.

\*\*Special Topics course pre-approved by the College of HSTM to meet this CONCENTRATION

Among REQUIREMENTS FOR GRADUATION, the student must have a 2.00 average in the major and successfully complete a capstone project or an internship with an approved business, agency, or other organization. Students are encouraged to take more electives from the check sheet above to make them more competitive in the job market.

Students are encouraged to take PHIL-240 to meet Lib Studies Goal II-B.2.

## **Nursing Program**

Culminates with a Bachelor of Science in Nursing Degree (B.S.N.)

Upon graduation from the program, the graduate has completed the educational requirements to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). This program offered by the School of Nursing is accredited by the Accreditation Commission for Education in Nursing, Inc. (ACEN) and approved by the West Virginia Board of Examiners for Registered Professional Nurses. The School of Nursing is an agency member of the National League for Nursing.

**Accrediting Agencies:**

Accreditation Commission for Education in Nursing, Inc. (ACEN)  
 (ACEN)  
 3390 Peachtree Road NE, Suite 1400  
 Atlanta, GA 30326  
 (404) 975-5000  
[www.acenursing.org](http://www.acenursing.org)

State of West Virginia Board of Examiners for  
 Registered Professional Nurses  
 (WVBOE-RN)  
 90 MacCorkle Ave., SW Suite 203  
 South Charleston, WV 25303  
 (304) 558-3596  
[www.wvrnboard.wv.gov](http://www.wvrnboard.wv.gov)

A modified program is offered for qualified Licensed Practical Nurses known as the LPN-BSN Program. An online program for Registered Nurses (RN-BSN) is also available for registered nurses desiring a bachelor's degree.

**Admission to the Nursing Major****Traditional Program:**

Students must first qualify for admission to the University and designate an interest in nursing. The University Office of Admissions designates the student as nursing. Upon admission, the sequence of nursing courses is influenced by the student's ACT (or SAT equivalent) scores. Completion of the following prerequisite courses, with a grade of C or better with a GPA of 2.5 in those core courses are required: BIOL-270, BIOL-271, CHEM-190, MATH-113 (or higher) and HSCI-100.

**Transition into Nursing:**

To progress in the nursing program a student must have successfully completed prerequisites BIOL-270, BIOL-271, CHEM-190, College Math, and HSCI-100, with a grade of "C" or higher, attain a core course GPA of 2.5, and attain a passing score of Proficient or higher on the ATI TEAS Admission Assessment Exam (see School of Nursing Admission Policy II B-1). Students must successfully complete all prerequisites as listed above as well as complete all health forms, and the required background check and drug screen for progression as a student in the School of Nursing. The School of Nursing Faculty, Admission and Mission Committee will determine which students meet the criteria.

**The ATI TEAS Admission Assessment Exam**

- ATI TEAS assessment exam is required in order to progress into the program with a minimal score of Proficient or higher.
- All students will purchase and take the ATI TEAS admission assessment exam in the Spring of the freshman year. Students who do not attain the minimum score will have an opportunity to purchase and re-take the ATI TEAS 30 days after the initial exam with the second test occurring before July 15. Only two attempts at passing the ATI TEAS will be permitted.

**Admission of Transfer Students to the Traditional Curriculum**

An applicant with nursing credit from an accredited college or university is eligible for consideration for admission by applying to the Alderson Broaddus University and sending all official transcripts to the Registrar's Office.

**Criteria for Transfer Credit:**

1. Transcripts from all prior academic work must have a cumulative GPA of 2.5 or greater.
2. Take the ATI TEAS Admission Assessment at the discretion of the Faculty, Admission and Mission Committee.
3. All nursing credits to be transferred in will be reviewed by the Faculty, Admission and Mission Committee to determine the student's proper placement in the Nursing Curriculum.
4. The courses required by the School of Nursing that are non-nursing courses must have been passed with a grade of "C" or higher to be transfer-eligible for the School of Nursing.

5. All *nursing* courses must have been passed with a grade of “B” or higher to be considered for equivalent transfer credit. In determining equivalency, the Faculty, Admission and Mission Committee will evaluate any discrepancies in credit hours between the transfer courses and courses at Alderson Broaddus University.
6. All nursing courses passed with a grade of “C” will be accepted as an elective nursing credit, but may not be accepted for equivalent transfer *nursing* credit. The Faculty, Admission and Mission Committee will have the final determination in evaluation, progression and sequencing of nursing courses for transfer students.

*All students will complete the required health forms and immunizations as well as the background check and drug screen, per policy, by July 15.*

## Transfer Student Admission Criteria

1. Each applicant will be required to meet all admission criteria for the program to which they are applying.
2. Nursing transfer credits will be evaluated individually with no more than 9 credit hours of nursing credits to be accepted for the traditional or LPN-BSN programs. Any nursing credits accepted must be a grade of “B” or higher on the transcript. Transfer credits to meet the nursing course requirements in the RN-BSN program will not be accepted. Applicants are responsible for submitting syllabi from the transferring program to the Alderson Broaddus University School of Nursing. Faculty will review transfer courses on a case-by-case basis to determine if the courses meet the AB SON course objectives.
3. All liberal studies courses will be reviewed by the Alderson Broaddus University Registrar to determine transferability.
4. Nursing courses from other institutions may also be considered for transfer as nursing elective credits.

## Admission to LPN-BSN Curriculum

**Applicants to the *LPN to Bachelor of Science in Nursing Program* will meet the following criteria.**

1. Students must have a current unencumbered license as a licensed practical nurse.
2. ATI TEAS assessment exam is required in order to progress into the program with a minimal score of Proficient or higher.
3. All students will purchase and take the ATI TEAS admission assessment exam within two years of applying to the program. Students who do not attain the minimum score will have an opportunity to purchase and re-take the ATI TEAS 30 days after the initial exam. Only two attempts at passing the ATI TEAS will be permitted.
4. Transcripts of all academic work from an approved program in Licensed Practical Nursing, as well as any other academic work, must be submitted to the registrar.
5. A list of all work experience since graduation must be provided to the Director of the LPN to BSN Program.

*All students will complete the required health forms and immunizations as well as the background check and drug screen, per policy, by May 1.*

❖ **The preceding documents must be on file in the School of Nursing by:**

- May 1 - LPN-BSN
- July 15 - Traditional

## NURSING TRADITIONAL PROGRAM

leading to a Bachelor of Science in Nursing Degree

Required Courses:

Biology	270	(4)	Anatomy and Physiology I
Biology	271	(4)	Anatomy and Physiology II
Chemistry	190	(4)	Introduction to Chemistry*
Health Science	100	(2)	Health Care Terminology
Health Science	225	(3)	Medical Informatics*
Health Science	260	(3)	Nutrition
Mathematics	113	(3)	College Algebra**
Nursing	210	(2)	Introduction to the Art of Healing
Nursing	220	(6)	Care of the Patient across the Lifespan
Nursing	250	(3)	Health Assessment



Nursing	260	(3)	Acute Psychosocial Nursing
Nursing	270	(3)	Pharmacology for Nursing
Nursing	280	(5)	Care of the Adult I
Nursing	310	(3)	Nursing Research
Nursing	330	(5)	Care of the Childbearing Family and Women's Health
Nursing	340	(5)	Care of the Adult II
Nursing	370	(6)	Nursing Care of Children
Nursing	380	(5)	Care of the Adult III
Nursing	410	(5)	Care of the Patient with Complex Health Issues I
Nursing	420	(4)	Community Mental Health Nursing
Nursing	430	(1)	Improving Critical Thinking through Test-Taking Strategies: NCLEX-RN Part I
Nursing	450	(3)	Nurse as Manager
Nursing	460	(5)	Care of the Patient with Complex Health Issues II
Nursing	470	(4)	Community as Client
Nursing	480	(1)	Improving Critical Thinking through Test-Taking Strategies: NCLEX-RN Part II
Philosophy	391	(3)	Ethics of Health Care*

\*Indicates courses that also meet Liberal Studies requirements.

\*\*or any mathematics course meeting Liberal Studies Goal I-B or ACT/SAT score meeting Liberal Studies Goal I-B requirement.

REQUIREMENTS FOR GRADUATION: The student must earn a grade of C or higher in all required nursing and support courses, a 2.5 cumulative GPA, and must pass (or meet remediation requirements for) the ATI Exit comprehensive examination.

## **NURSING LPN-BSN PROGRAM**

leading to a Bachelor of Science in Nursing Degree

### Required Courses:

Health Science	225	(3)	Medical Informatics*
Math	113	(3)	College Algebra*
Philosophy	391	(3)	Ethics of Health Care*
Psychology	220	(3)	Human Development*

### PLUS THE FOLLOWING PROFESSIONAL COURSES:

Nursing	205	(4)	Transition to Professional Nursing
Nursing	250	(3)	Lifespan Physical and Health Assessment
Nursing	260	(3)	Acute Psychosocial Nursing
Nursing	270	(3)	Pharmacology for Nursing Care of Adults I
Nursing	280	(5)	Nursing Care of Adults I
Nursing	310	(3)	Nursing Research
Nursing	330	(5)	Nursing Care of Childbearing Families
Nursing	340	(5)	Nursing Care of Adults II
Nursing	370	(6)	Nursing Care of Children
Nursing	380	(5)	Nursing Care of Adults III
Nursing	410	(5)	Care of the Patient with Complex Health Issues I
Nursing	420	(4)	Community Mental Health Nursing
Nursing	430	(1)	Improving Critical Thinking through Test taking Strategies: NCLEX-RN Part I
Nursing	450	(3)	Nurse as Manager
Nursing	460	(5)	Care of the Patient with Complex Health Issues II
Nursing	470	(4)	Community as Client
Nursing	480	(1)	Improving Critical Thinking through Test taking Strategies: NCLEX-RN Part II

FOREIGN LANGUAGE: Not Required

LIBERAL STUDIES PROGRAM: As outlined on Liberal Studies Check Sheet.

**REQUIREMENTS FOR GRADUATION:** The student must earn a grade of C or higher in all required nursing and support courses, a 2.5 cumulative GPA, and must pass (or meet remediation requirements) for ATI Exit comprehensive examination.

## **LPN-BSN Program**

### **Program Features**

The LPN-BSN Program is designed to be completed in 36 months. LPNs admitted to the Alderson Broaddus University School of Nursing LPN-BSN Program will be assigned a full-time nursing faculty member. This faculty member will advise the student relative to course registration and other academic issues as needed. Making the transition from practical nursing to professional nursing can be challenging, and as one of the steps to success, the student will take a required course designed to facilitate that transition. Credits may be earned by any or all of the following methods:

1. Credit by examination (policies applicable to the overall University, see Alderson Broaddus University Catalog).
2. Credit by transfer.
3. Credit by escrow. Upon completion of 12 credits at Alderson Broaddus University in the nursing major, and a grade point average of 2.5 (on a 4.0 scale), the student will receive up to 20 hours of credit toward the required 120 credits necessary for graduation. Escrow credit can be awarded for the following courses: Anatomy and Physiology, Chemistry, Nutrition, Medical Terminology and Nursing Fundamentals.
4. Credits earned by taking course work toward degree requirements.

## **NURSING RN-BSN PROGRAM**

leading to a Bachelor of Science in Nursing Degree

### **Required Courses:**

Nursing	405	(3)	Transition to Professional Baccalaureate Nursing Practice
Nursing	415	(3)	Health Assessment
Nursing	425	(3)	Nursing Research
Nursing	435	(3)	Nurse as Manager
Nursing	445	(3)	Nursing Professional Development
Nursing	455	(3)	Community Mental Health Nursing
Nursing	465	(3)	Community as Client
Nursing	475	(3)	Excellence in Nursing

### **Program Features**

The Online RN-BSN Program is designed to be completed in 18 months. RNs admitted to the Alderson Broaddus University School of Nursing Online RN-BSN Program will be assigned a nursing faculty member who advises the student relative to course registration and other academic issues as needed. Making the transition from associate degree nursing to baccalaureate professional nursing can be challenging and as one of the steps to success, the program includes a required course that facilitates that transition.

1. Credit by examination.
2. Credit by transfer. There is no limit to the amount of credits that can be transferred.
3. Credit by escrow. Upon completion of 10 semester credit hours at Alderson Broaddus University in the Nursing major and a GPA of 2.5, the student may receive up to 40 semester hours of credit toward the required 120 credits necessary for graduation. Escrow credits are held in trust until the student demonstrates their academic competency as defined in the policy. These credits are granted for a block of coursework commensurate with the student's prior education and licensure.
  - A. Each student's academic transcript will be evaluated by the academic advisor, in consultation with the registrar, for the following:
    - i. Original degree granting institution and/or other higher education institution where nursing classes are identifiable as "Nursing" on the transcript.
    - ii. A record of transcripts for nursing classes and applicable credits where a passing grade of "C" or better was obtained. No nursing credits will be accepted from courses where a grade of "D" or "F" was earned.
    - iii. Calculate the total number of academic credits for nursing courses.

### **CREDIT TOWARD DEGREE COMPLETION:**

1. Credit by examination.
2. Credit by transfer.
3. Credit by escrow. Upon completion of 10 semester credit hours at Alderson Broaddus University in the Nursing major and a GPA of 2.5, the student may receive up to 40 semester hours of credit toward the required 120 credits necessary for graduation.

FOREIGN LANGUAGE: Not required.

LIBERAL STUDIES PROGRAM: As outlined on Liberal Studies Check Sheet.

REQUIREMENTS FOR GRADUATION: The student must earn a grade of C or higher in all required nursing courses, with a 2.5 cumulative GPA.

### **Nursing with School Nurse Certification Option:**

School Health Nursing Option: Through the cooperative efforts of the School of Nursing and School of Teacher Education, a School Health Nursing option is offered. Bachelor of Science in Nursing degree individuals with an unencumbered West Virginia Registered Professional Nurse license, and who have completed the course requirements for this option, may apply for certification from the West Virginia Department of Education. Course requirements including Nursing 496: (3) Educational foundations and Laws for School Health Nursing and Nursing 497: (3) School Health Nursing: Practicum.

### **Physical Education**

leading to a Bachelor of Arts Degree

Required Courses:

Biology	111	(3)	Human Biology
Health Education	250	(3)	Personal Health
Physical Education	195	(3)	Philosophy and Orientation in Physical Education and Recreation
Physical Education	220	(2)	Elementary Physical Education
Physical Education	253	(3)	Teaching Physical Education Content in the areas of Team and Individual Sports
Physical Education	310	(3)	Physiology of Exercise for Physical Education
Physical Education	320	(3)	Kinesiology for Physical Education
Physical Education	325	(3)	Adapted Physical Education/Recreation
Physical Education	360	(3)	Psychological and Sociological Principles of Physical Education
Physical Education	365	(3)	Assessment and Measurement
Physical Education	400	(3)	Organization, Administration, and Management

PLUS

The Professional Education requirements:

Education	050	(0)	Alderson Broaddus Education Lyceum**
Education	170	(3)	Foundations of Public Education
Education	190	(3)	Educational Technology Applications *
Education	260	(3)	Educational Psychology*
Education	288	(3)	General Methods
Education	301	(3)	Co-Teaching
Education	320	(3)	Middle Schools: Design and Issues
Education	323	(3)	Physical Education Methods
Education	485	(11)	Clinical Experience
Education	490	(1)	Education Capstone
Education	495	(1)	Seminar in Teaching
Reading	300	(3)	Reading in the Secondary Schools
Special Education	100	(3)	Areas of Exceptionality in Special Education
Special Education	340	(3)	Creating Inclusive Classrooms: Strategies for Teachers

PLUS:

Among REQUIREMENTS FOR GRADUATION - completion of the Liberal Studies Program.

\*Indicates course that also meet Liberal Studies requirements.

\*\* The student must successfully complete 1 semesters of EDUC-050 for each semester that the student is an education major.

**Health Education Pre K-Adult Specialization****Must be coupled with the Physical Education major**

Required Courses (required in addition to Physical Education program):

Education	327	(3)	Health Education Methods
Health Education	240	(3)	School Health and School Health Programs
Health Education	280	(2)	Contemporary Health Issues
Health Education	400	(3)	Community Health Education and Promotion
Health Science	260	(3)	Nutrition
Physical Education	270	(1)	Personal Wellness and Fitness

**Professional Leadership (Extended Learning)****leading to a Bachelor of Science Degree****NOTE: This is a degree completion program and not available for students on AB's campus.**

Required Courses:

Leadership	310	(3)	Introduction to Leadership
Leadership	311	(3)	Historical Leadership*
Leadership	315	(3)	Theories of Leadership*
Leadership	316	(3)	Ethical Leadership*
Leadership	320	(3)	Communication Skills for Leaders*
Leadership	321	(3)	Religious and Social Diversity*
Leadership	325	(3)	Organizational Behavior*
Leadership	326	(3)	Organizational and Group Communication
Leadership	330	(3)	Social Media for Leaders*
Leadership	331	(3)	Visual Literacy*
Leadership	335	(3)	Human Capital
Leadership	336	(3)	Team Building
Leadership	410	(3)	Strategic Leadership
Leadership	411	(3)	Change Management
Leadership	415	(3)	Negotiation
Leadership	416	(3)	Leadership Capstone

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

\*Indicates courses that also meet Liberal Studies requirements.

**Psychology****leading to a Bachelor of Arts Degree**

Required Courses:

Psychology	190	(3)	General Psychology*
Psychology	220	(3)	Human Development
Psychology	260	(3)	Statistics and Data Analysis
Psychology	295	(3)	Human Sexuality
Psychology	301	(3)	Behavior Modification
Psychology	360	(3)	Research Methods
Psychology	420	(3)	Abnormal Psychology
Psychology	495	(3)	Seminar in Psychology

PLUS 15 HOURS OF CREDIT FROM THE OPTIONS LISTED BELOW, SO THAT A MINIMUM OF 36 CREDIT HOURS IN PSYCHOLOGY IS COMPLETED.

Psychology	230	(3)	Human Adjustment
Psychology	302	(3)	Perception and Cognition
Psychology	315	(3)	Introduction to Sport Psychology
Psychology	330	(3)	Industrial Organization Psychology
Psychology	340	(3)	Cyber Psychology
Psychology	395	(3)	Death and Dying

Psychology	400	(3)	Social Psychology
Psychology	430	(3)	Counseling Theories and Skills
Psychology	485	(2)	Field Practicum

FOREIGN LANGUAGE: Two semesters of one modern foreign language are required (see policy on placement in courses).

Among REQUIREMENTS FOR GRADUATION: Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major and must pass a comprehensive examination.

\*Indicates courses that meet Liberal Studies requirements.

## **Public Administration**

leading to a Bachelor of Arts Degree

### REQUIRED:

Business	160	(3)	Principles of Management
Communication	150	(3)	Interpersonal Communication
Economics	201	(3)	Macroeconomics*
Public Administration	101	(3)	Introduction to Public Administration*
Public Administration	430	(3)	Public Policy
Public Administration	490	(3)	Internship
Public Administration	495	(3)	Senior Seminar
Political Science	200	(3)	American National Government*
Political Science	210	(3)	State and Local Government*
Psychology	260	(3)	Statistics and Data Analysis*
Psychology	330	(3)	Industrial Organizational Psychology
Sociology	250	(3)	Social Science Research Methods

Choose ONE ethics class from the following:

Business	250	(3)	Ethics in Business
Criminal Justice	410	(3)	Ethics in Criminal Justice
Communication	355	(3)	Mass Communication Law and Ethics
Philosophy	210	(3)	Ethics*
Philosophy	391	(3)	Ethics of Health Care*

Choose THREE electives from the following:

Business	170	(3)	Healthcare Management
Business	235	(3)	Human Resource Management
Business	336	(3)	Operations Management
Business	281	(3)	Business Law I
Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Processes
Communication	185	(3)	Principles of Public Relations
Political Science	310	(3)	Constitutional Law
Sociology	240	(3)	Social Problems

LIBERAL STUDIES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet.

\*Indicates courses that also meet Liberal Studies requirements.

Among REQUIREMENTS FOR GRADUATION, the student must have a 2.00 or above average in the major.

## **Public Relations**

leading to a Bachelor of Arts Degree

### Required Courses

Business	120	(3)	Introduction to Marketing
Business	345	(3)	Marketing Research
Communication	150	(3)	Interpersonal Communications
Communication	175	(3)	Broadcast Writing

Communication	185	(3)	Principles and Practices of Public Relations
Communication	251	(3)	Advertising
Communication	271	(4)	Video Production I: Drama and Documentary
Communication	340	(3)	Non-profit and Corporate PR Case Studies
Communication	350	(3)	Social Media
Communication	355	(3)	Mass Communication Law and Ethics
Communication	490	(3)	PR/Communication Campaigns
Communication	495	(3)	Internship
Journalism	200	(3)	Introduction to Journalism

**PLUS THREE CREDITS FROM THE FOLLOWING:**

English	245	(1)	Practicum in Grant Writing*
Journalism	160	(1)	Journalism Practicum I
Journalism	165	(1)	Advanced Journalism Practicum II

\*May be repeated for credit.

\*\*Students who wish to major in Public Relations are also strongly encouraged to pick up a minor in another field to round out their PR education. Any minor would do, but common ones for PR minors include Journalism, Video and Radio, Art or Business. In addition, Introduction to Management (BUSI-160) and Human Resource Management (BUSI-235) are strongly recommended, but not required, courses.

**FOREIGN LANGUAGE:** Four semesters of one modern foreign language are required. (See policy on placement in courses.)

**LIBERAL STUDIES PROGRAM:** As outlined on Liberal Studies Check Sheet with the following exceptions:

- ENGL-260, Technical Writing should be taken to fulfill Goal I-A.2.
- COMM-130 Introduction to Public Speaking should be taken to fulfill Goal 1-A.3.
- Media-135, Digital Photography, should take fulfill Goal II-F.

Among **REQUIREMENTS FOR GRADUATION:** Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

## **Religion and Philosophy**

leading to a Bachelor of Arts Degree

**Required Courses:**

Philosophy	190	(3)	Introduction to Philosophy*
Philosophy	290	(3)	Applied Logic
Philo/Religion	320	(3)	Philosophy of Religion
Philo/Religion	390	(3)	Special topics in Religion and Philosophy
Psychology	395	(3)	Death and Dying
Religion	280	(3)	Religions of the World
Religion	290	(3)	Introduction to the Old Testament*
Religion	295	(3)	Introduction to the New Testament
Religion	325	(3)	Christian Theology
Religion	332	(3)	Introduction to Christian Ministry and Leadership
Religion	360	(3)	The Christian Church through the Ages

**PLUS ONE OF THE FOLLOWING COURSES:**

Philosophy	210	(3)	Ethics
Philosophy	240	(3)	Environmental Ethics
Philosophy	391	(3)	Ethics of Health Care

**FOREIGN LANGUAGE:** Four semesters of one modern foreign language are required. (See policy on placement in courses.)

Among **REQUIREMENTS FOR GRADUATION:** Completion of the Liberal Studies Program. The student must have a 2.00 GPA in the major.

\*Indicates courses that also meet Liberal Studies requirements.

**Sport Management**leading to a Bachelor of Arts Degree

## Required Courses:

Business	111	(1)	Professionalism and Business Leadership
Psychology	315	(3)	Introduction to Sport Psychology
Sport Management	101	(3)	Introduction to Sport Management
Sport Management	130	(3)	Budget and Finance of Sport Management
Sport Management	150	(3)	Technology in Sport
Sport Management	215	(3)	Social Media and Public Relations in Sport
Sport Management	240	(3)	Sport Facility and Event Management
Sport Management	260	(3)	Sport Management
Sport Management	305	(3)	Sport Law and Ethics
Sport Management	485	(6)	Sport Management Internship

Required: Three of the following four courses

Sport Management	315	(3)	NCAA Compliance
Sport Management	320	(3)	Organizational Behavior in Sport
Sport Management	355	(3)	Leadership in Sport
Sport Management	400	(3)	Program Planning in Recreational Sport

PLUS REQUIREMENTS OF ANY OF THE FOLLOWING MINORS:

_____ Accounting	_____ Entrepreneurial Studies
_____ Business Administration	_____ Marketing
OR	

Requirements of a Business Major

FOREIGN LANGUAGE: Not Required

LIBERAL STUDIES PROGRAM: As outlined on Liberal Studies Check Sheet

Among REQUIREMENTS FOR GRADUATION, the student must have a 2.00 GPA in the major and must pass a comprehensive exam.



## **ASSOCIATE DEGREE PROGRAMS**

### **Academic Policies for Associate Degrees**

1. 2.00 Cumulative grade point average in all courses required for graduation.
2. All prerequisites must be met for admission to specific courses.
3. Admissions standards are identical to those in effect for bachelor's degree program.
4. Associate degree students will be eligible for consideration for Dean's List on the same basis as bachelor-degree students.
5. Associate degree students will be eligible for consideration for class honors on the same basis as bachelor-degree students.
6. No more than four one-credit courses may be counted among the electives selected to meet graduation requirements.
7. Twenty of the last forty semester hours must be taken under auspices of Alderson Broaddus University.

### **Business**

#### leading to an Associate of Science Degree

##### Required Courses:

Business	120	(3)	Introduction to Marketing
Business	140	(3)	Introduction to Accounting I
Business	150	(3)	Introduction to Accounting II
Business	160	(3)	Introduction to Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I
Business	290	(3)	International Business
Economics	201	(3)	Macro-Economics*
Psychology	260	(3)	Statistics and Data Analysis*
PLUS THREE OTHER COURSES FROM ANY OTHER BUSINESS OFFERING			
		(3)	
		(3)	
		(3)	

FOREIGN LANGUAGE: Not required.

LIBERAL STUDIES PROGRAM: As listed on the appropriate Liberal Studies Check sheet.

\*Indicates courses that also meet Liberal Studies requirements.

### **Cyber Security**

#### leading to an Associate of Science Degree

##### Required Courses:

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	130	(3)	Computer Organization and Architecture
Computer Science	245	(3)	Computer Networks
Cyber Security	111	(3)	Intro to Computer Security
Cyber Security	221	(4)	Network Security
Cyber Security	231	(3)	Software Security
Cyber Security	341	(4)	Web Security

##### Electives (select 1):

Cyber Security	351	(3)	Information and System Security
Cyber Security	371	(4)	System Administration
Cyber Security	390	(3)	Special Topics in Cyber Security
Cyber Security	406	(3)	Cryptography
Cyber Security	411	(3)	Cyber Risk Management
Cyber Security	421	(3)	Secure Healthcare Informatics
Cyber Security	431	(4)	Ethical Hacking

Cyber Security	441	(3)	Digital Forensics
Cyber Security	451	(4)	Security Operation Technology

FOREIGN LANGUAGE: Not required.

LIBERAL STUDIES PROGRAM: As listed on the appropriate Liberal Studies Check sheet.

Among REQUIREMENTS FOR GRADUATION, the student must have a Grade Point Average of 2.0 or better on the courses credited on this Check sheet.

\*Indicates courses that also meet Liberal Studies requirements.

## **Education**

leading to an Associate of Arts Degree

Education	170	(3)	Foundations of Public Education **
Education	190	(3)	Educational Technology Applications*
Education	260	(3)	Educational Psychology (*) (**)
Education	288	(3)	General Method**
Special Education	100	(3)	Areas of Exceptionality in Special Education**

\*\*Courses which include a 10 to 20-hour field experience in the school's requirement.

PLUS: 6 ADDITIONAL CREDIT HOURS IN EDUCATION OR RELATED AREAS  
(SEE LIST OF APPROVED COURSES BELOW).

Education	221	(3)	Mathematics for Teachers I*
Education	222	(3)	Mathematics for Teachers II
Education	230	(3)	Elementary Creative Arts*
Education	255	(3)	Children's Literature*
Psychology	240	(3)	Child Development*
Special Education	230	(3)	Mild to Moderate Educational Needs**
Special Education	230	(3)	Instructional Strategies and Behavior Management**

\*Indicates course that also meet Liberal Studies requirements.

\*\*Courses which include a 10 to 20-hour field experience in the school's requirement.

LIBERAL STUDIES COURSES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet. (English 200, Communication 130 and Education 190 are required for Associate of Education majors in fulfilling the liberal studies requirements.)

### **ADDITIONAL CREDIT REQUIREMENTS:**

Only credits towards liberal studies requirements towards a Bachelor degree, OR credits towards a School Teacher Education approved content specialization area, OR credits towards professional education requirements, will be counted for the remaining credits of the Associate of Education Degree.

### **REQUIREMENTS FOR GRADUATION:**

- The student must complete a minimum of 62 credit hours.
- The student must have a grade point average of 2.00 in the major course work.

## **General Studies**

leading to an Associate of Arts Degree

### **Required Courses:**

- Twenty-one semester hours in one of the three liberal studies areas:  
Humanities and Music, Science, Technology and Mathematics, Social Science and Economics.
- Fifteen semester hours in each of the other two liberal studies areas:  
Humanities and Music, Science, Technology and Mathematics, Social Science and Economics.
- The Liberal Studies Check Sheet for Associate Degrees must be completed.

Among the REQUIREMENTS FOR GRADUATION, the student must have at least 60 semester hours and a 2.00 average.

**Surgical Technology (Extended Learning)**

leading to an Associate of Applied Science Degree

**REQUIRED:**

CORE TAUGHT THROUGH West Virginia Department of Education Office of Adult Education  
Surgical Technologist Certification is required and will be awarded 45 credits

Communication	210	(3)	Health Care Communication*
Computer Science		(3)	Computer Literacy Liberal Studies Course*
English	190	(3)	Freshman Composition*
Mathematics		(3)	Mathematics Liberal Studies Course*
Religion	285	(3)	Spirituality and Health Care*

LIBERAL STUDIES PROGRAM: As outlined on appropriate Liberal Studies Check Sheet.

\*Indicates courses that also meet Liberal Studies requirements

Students must fulfill 15 hours in Liberal Studies courses, which include the above.

Among REQUIREMENTS FOR GRADUATION, the student must have a 2.00 or above averaging the major and complete a minimum of 15 hours through Alderson Broaddus University

## **LIBERAL STUDIES PROGRAM**

### **The Liberal Studies Program for Bachelor Degree Majors**

- All degree-earning students are required to meet the following Goals by completing the Liberal Studies Program.
- Choose one course for each Goal unless otherwise indicated.
- Within the Liberal Studies program, no course can be counted as meeting more than one Goal. "Double counting" is allowed between liberal studies courses and courses required in a student's major and (if elected) minor. This means that the same course may be used for meeting both a major's requirement and a liberal studies requirement.
- Group I A Goal requires a grade of C or better in all requirements except for COMM-140.
- INST-200 and INST-380 may be used to meet any Liberal Studies II Goal except for Goal II-A.

#### **GOAL I-A: Demonstration of effective use of written and spoken English including the appropriate information literacy learning outcomes.**

Students must complete all three areas with a grade of C or better except in COMM-140 and COMM-210 to complete the Goal.

- Goal I-A.1  
ENGL-190 *Freshman Composition*
- Goal I-A.2  
ENGL-200 *Advanced Composition* or ENGL-260 *Technical Writing*
- Goal I-A.3  
COMM-130 *Public Speaking*, or COMM-140 *Principles of Communication*, or COMM-210 *Health Care Communication*

#### **GOAL I-B: Demonstration of basic skills in the use of math to solve problems encountered in a technological society.**

MATH-113 *College Algebra*, or Math higher than 113, or PSYC-260, *Statistics and Data Analysis*

#### **GOAL I-C: Demonstration of basic computer literacy in area such as word processing/data base management/basic programming.**

CSCI-101 *Intro to Computers*, CSCI-102 *Business Application Development*, CSCI-103 *Programming with Visual Basic*, CSCI-110 *Intro to Computer Science*, EDUC-190 *Educational Technology Applications*, ENVS-215 *Intro to GIS*, HSCI-225 *Medical Informatics*, MDIA-255 *Web Design*

#### **GOAL II-A: Demonstration of ability to apply scientific method to investigation of the natural world and understanding of conclusions which result concerning the nature of the universe.**

ASTR-190 *Intro to Astronomy*, BIOL-110 *Intro to Biology*, BIOL-210 *General Biology I*, CHEM-190 *Intro to Chemistry*, CHEM-200 *General Chemistry I*, ENVS-210 *Environmental Science*, GEOL-190 *Intro to Geology*, NSCI-185 *Applied Science*, NSCI-190 *Earth Science*, NSCI-210 *Physical Geography*, PHYS-211 *Intro to Physics*, PHYS-221 *General Physics*

#### **GOAL II-B: Demonstration of basic understandings of the role of philosophical reflection and Christian commitment in world view and in the moral and ethical valuing and decision making of the individual and society.**

Students must complete both areas to complete the Goal.

- Goal II-B.1  
RELG-280 *Religions of the World*, RELG-285 *Spirituality and Health Care*, RELG-290 *Intro Old Testament*, RELG-295 *Intro New Testament*, RELG-350 *Leadership in Christian Service*, RELG-360 *Christian Church through the Ages*
- Goal II-B.2  
PHIL-190 *Intro to Philosophy*, PHIL-210, *Ethics*, PHIL-240 *Environmental Ethics*, PHIL-290 *Applied Logic*, PHIL-320 *Philosophy of Religion*, PHIL-391 *Ethics of Health Care*, RELG-280 *Religions of the World*

#### **GOAL II-C: Demonstration of basic understanding of humans as social, psychological, and political beings responsible for their own economic, social, and political structures and organizations.**

Students must complete both areas to complete the Goal.

- Goal II-C.1  
EDUC-260 Educational Psychology, PSYC-190 *General Psychology*, PSYC-220 *Human Development*, SOCI-190 *Intro to Sociology*
- Goal II-C.2  
ECON-201 *Macro-Economic*, ECON-211 *Micro-Economics*, EDUC-170 *Foundations of Public Education*, ENVS-340 *Environmental Policy and Regulation*, GEOG-250 *World Geography*, PADM-101 *Introduction to Public Administration*, POLS-190 *Intro to Political Science*, POLS-200 *American National Government*, POLS-210 *State and Local Government*, POLS-220 *International Studies*

**GOAL II-D: Demonstration of an understanding of Western historical tradition in a global context.**

HIST-150 *World History to 1500*, HIST-160 *World History 1500-Present*, HIST-200 *US History to 1877*, HIST-210 *US History Since 1877*, HIST-220 *Western Tradition*, HIST-230 *Appalachian Studies*, HIST-250 *Contemporary US History*, HIST-255 *History of Medicine in the Western World*, HIST-260 *US and the World*, HIST-270 *Civil War*, HIST-280 *World Wars*, HIST-290 *Contemporary World History*, HIST-310 *US History Revolution to 1850*, HIST-315 *Modern US*, HIST-325 *History of Modern Middle East*, HIST-350 *World History 500-1450*, HIST-355 *Early Modern World History*, HIST-360 *Christian Church Through the Ages*, HIST-365 *Modern World History*, HIST-375 *Modern Latin American History*, HIST-390 *Special Topics in History*, HIST-400 *US in 20th Century*, INST-160 *Contemporary European Culture*

**GOAL II-E: Demonstration of understanding of the value and role of human expression as found in literature.**

EDUC-255 *Children's Literature*, ENGL-220 *Appalachian Literature*, ENGL-225 *Ethnic Literature in the US*, ENGL-280 *Science Fiction*, ENGL-281 *Drama*, ENGL-282 *Nonfiction Prose*, ENGL-283 *Fiction*, ENGL-284 *Poetry*, ENGL-290 *Shakespeare*, ENGL-295 *Literature of Sport*, ENGL-350 *Early American Lit*, ENGL-355 *Modern American Lit*, ENGL-360 *World Lit*, ENGL-365 *19<sup>th</sup> and 20th Century World Masterpieces*, ENGL-370 *Early British Lit*, ENGL-375 *British Lit since 1785*, ENGL-390 *Special Topics in Literature*

**GOAL II-F: Demonstration of an understanding of the value and role of aesthetic expression as found in the fine arts.**

3 credits from:

COMM-230 *Media and Society*, EDUC-230 *Elementary Creative Arts*, ENGL-230 *Creative Writing*, HIST-220 *Western Tradition*, HUMN-101 *Introduction to Humanities*, HUMN-210 *Images and Words*, HUMN-215 *Popular Novels and Film Adaptations*, HUMN-220 *Arts in Literature and Film*, MDIA-135 *Digital Photography*, MDIA-180 *Intro to Digital Design*, MDIA-211 *Film Genre*, MDIA-255 *Web Design*, MUAP-230 *Symphonic Band*, MUAP-235 *Marching Band*, MUAP-236 *Athletic Band*, MUAP-240 *University Chorale*, MUAP-250 *"The West Virginians"*, MUAP-253 *Musical Theater*, MUAP-265 *Handbell*, MUSC-190 *Intro to Music*.

**GROUP III GOALS AND POLICY STATEMENT:** Group III Goals are process Goals which will be accomplished through a student's college career, especially within the student's major program of study. All courses in the curriculum have been designed with these Goals in mind. Therefore, specific courses are not listed under each of the following Goals.

**GOAL III-A: Development of the ability to learn; development of information literacy and the ability to build knowledge bases for specified purposes; the overall development of lifelong learning skills.**

**GOAL III-B: Development of basic skills in logical thinking, creative and critical thinking, and problem solving.**

## **The Liberal Studies Program for Associate of Arts and Associate of Science Degree Majors**

- All associate degree students are required to meet the same liberal studies Goals by completing the Associate Degree Liberal Studies Program during their collegiate education.
- No courses can be counted as meeting more than one Goal. However, double counting will be permitted between liberal studies courses and courses required in a student's major and (if elected) minor.
- Three credits must be earned in each Goal area with the exception of Goal IIF. Goal IIF requires that 2 credit hours are earned, at least one credit from each area.

The Goals and their respective course offerings are as follows:

**GOAL I-A: Demonstration of effective use of written and spoken English including the appropriate information literacy learning outcomes.**

Students must complete all three areas with a grade of C or better except in COMM-140 and COMM-210 to complete the Goal.

- Goal I-A.1  
ENGL-190 *Freshman Composition*
- Goal I-A.2  
ENGL-200 *Advanced Composition* or ENGL-260 *Technical Writing*
- Goal I-A.3  
COMM-130 *Public Speaking*, or COMM-140 *Principles of Communication*, or COMM-210 *Health Care Communication*

**GOAL I-B: Demonstration of basic skills in the use of math to solve problems encountered in a technological society.**

MATH-113 *College Algebra*, or Math higher than 113, or PSYC-260 *Statistics and Data Analysis*

**GOAL I-C: Demonstration of basic computer literacy in area such as word processing/data base management/basic programming.**

CSCI-101 *Intro to Computers*, CSCI-102 *Business Application Development*, CSCI-103 *Programming with Visual Basic*, CSCI-110 *Intro to Computer Science*, EDUC-190 *Educational Technology Applications*, ENVS-215 *Intro to GIS*, HSCI-225 *Medical Informatics*, MDIA-255 *Web Design*

**GOAL II-A: Demonstration of ability to apply scientific method to investigation of the natural world and understanding of conclusions which result concerning the nature of the universe.**

ASTR-190 *Intro to Astronomy*, BIOL-110 *Intro to Biology*, BIOL-210 *General Biology I*, CHEM-190 *Intro to Chemistry*, CHEM-200 *General Chemistry I*, ENVS-210 *Environmental Science*, GEOL-190 *Intro to Geology*, NSCI-185 *Applied Science*, NSCI-190 *Earth Science*, NSCI-210 *Physical Geography*, PHYS-211 *Intro to Physics*, PHYS-221 *General Physics*

**Social Science Goals: Students take one course from Goal II-C or Goal II-D**

**GOAL II-C: Demonstration of basic understanding of humans as social, psychological, and political beings responsible for their own economic, social, and political structures and organizations.**

EDUC-260 *Educational Psychology*, PSYC-190 *General Psychology*, PSYC-220 *Human Development*, SOCI-190 *Intro to Sociology*, ECON-201 *Macro-Economic*, ECON-211 *Micro-Economics*, EDUC-170 *Foundations of Public Education*, ENVS-340 *Environmental Policy and Regulation*, GEOG-250 *World Geography*, PADM-101 *Introduction to Public Administration*, POLS-190 *Intro to Political Science*, POLS-200 *American National Government*, POLS-210 *State and Local Government*, POLS-220 *International Studies*

**GOAL II-D: Demonstration of an understanding of Western historical tradition in a global context.**

HIST-150 *World History to 1500*, HIST-160 *World History 1500-Present*, HIST-200 *US History to 1877*, HIST-210 *US History Since 1877*, HIST-220 *Western Tradition*, HIST-230 *Appalachian Studies*, HIST-250 *Contemporary US History*, HIST-255 *History of Medicine in the Western World*, HIST-260 *US and the World*, HIST-270 *Civil War*, HIST-280 *World Wars*, HIST-290 *Contemporary World History*, HIST-310 *US History Revolution to 1850*, HIST-315 *Modern US*, HIST-325 *History of Modern Middle East*, HIST-350 *World History 500-1450*, HIST-355 *Early Modern World History*, HIST-360 *Christian Church Through the Ages*, HIST-365 *Modern World History*, HIST-375 *Modern Latin American History*, HIST-390 *Special Topics in History*, HIST-400 *US in 20th Century*, INST-160 *Contemporary European Culture*

**Humanities Goals: Students take three credits from Goal II-B or Goal II-E or Goal II-F**

**GOAL II-B: Demonstration of basic understandings of the role of philosophical reflection and Christian commitment in world view and in the moral and ethical valuing and decision making of the individual and society.**

RELG-280 *Religions of the World*, RELG-285 *Spirituality and Health Care*, RELG-290 *Intro Old Testament*, RELG-295 *Intro New Testament*, RELG-350 *Leadership in Christian Service*, RELG-360 *Christian Church through the Ages*, PHIL-190 *Intro to Philosophy*, PHIL-210 *Ethics*, PHIL-240 *Environmental Ethics*, PHIL-290 *Applied Logic*, PHIL-320 *Philosophy of Religion*, PHIL-391 *Ethics of Health Care*

**GOAL II-E: Demonstration of understanding of the value and role of human expression as found in literature.**

EDUC-255 *Children's Literature*, ENGL-220 *Appalachian Literature*, ENGL-225 *Ethnic Literature in the US*, ENGL-280 *Science Fiction*, ENGL-281 *Drama*, ENGL-282 *Nonfiction Prose*, ENGL-283 *Fiction*, ENGL-284 *Poetry*, ENGL-290 *Shakespeare*, ENGL-295 *Literature of Sport*, ENGL-350 *Early American Lit*, ENGL-355 *Modern American Lit*, ENGL-360 *World Lit*, ENGL-365 *19<sup>th</sup> and 20<sup>th</sup> Century World Masterpieces*, ENGL-370 *Early British Lit*, ENGL-375 *British Lit since 1785*, ENGL-390 *Special Topics in Literature*

**GOAL II-F: Demonstration of an understanding of the value and role of aesthetic expression as found in the fine arts.**

2 credits from:

COMM-230 *Media and Society*, EDUC-230 *Elementary Creative Arts*, ENGL-230 *Creative Writing*, HIST-220 *Western Tradition*, HUMN-101 *Introduction to Humanities*, HUMN-210 *Images and Words*, HUMN-215 *Popular Novels and Film Adaptations*, HUMN-220 *Arts in Literature and Film*, MDIA-135 *Digital Photography*, MDIA-180 *Intro to Digital Design*, MDIA-211 *Film Genre*, MDIA-255 *Web Design*, MUAP-230 *Symphonic Band*, MUAP-235 *Marching Band*, MUAP-236 *Athletic Band*, MUAP-240 *University Chorale*, MUAP-250 *"The West Virginians"*, MUAP-253 *Musical Theater*, MUAP-265 *Handbell*, MUSC-190 *Intro to Music*

**Group III Goals** are not required of students earning an associate degree.

## **The Liberal Studies Program for Associate of Applied Science Degree Majors**

- All applied science associate degree students are required to meet the same liberal studies Goals by completing the Degree Liberal Studies Program for Associate of Applied Science degree majors during their collegiate education.
- No courses can be counted as meeting more than one Goal. However, double counting will be permitted between liberal studies courses and courses required in a student's major and (if elected) minor.
- Three credits must be earned in each Goal area with the exception of Goal IIF. Goal IIF requires that 2 credit hours are earned, at least one credit from each area.

The Goals and their respective course offerings are as follows:

**GOAL I-A: Demonstration of effective use of written and spoken English including the appropriate information literacy learning outcomes.**

Students must complete earn a grade of C or better in ENGL-190.

- ENGL-190 *Freshman Composition*
- COMM-210 *Health Care Communication*

**GOAL I-B: Demonstration of basic skills in the use of math to solve problems encountered in a technological society.**

MATH-113 *College Algebra*, or Math higher than 113, or PSYC-260 *Statistics and Data Analysis*

**GOAL I-C: Demonstration of basic computer literacy in area such as word processing/data base management/basic programming.**

CSCI-101 *Intro to Computers*, CSCI-102 *Business Application Development*, CSCI-103 *Programming with Visual Basic*, CSCI-110 *Intro to Computer Science*, EDUC-190 *Educational Technology Applications*, ENVS-215 *Intro to GIS*, HSCI-225 *Medical Informatics*, MDIA-255 *Web Design*

**GOAL II-B: Demonstration of basic understandings of the role of philosophical reflection and Christian commitment in world view and in the moral and ethical valuing and decision making of the individual and society.**

RELG-285 *Spirituality and Health Care*



# MINORS

Minors must be completed at the time of graduation.

## Accounting

Required Courses:

Business	140	(3)	Introduction to Accounting I
Business	150	(3)	Introduction to Accounting II
Business	260	(3)	Intermediate Accounting
Business	300	(3)	Cost Accounting
Business	410	(3)	Federal Income Tax I

PLUS ONE OF THE FOLLOWING COURSES:

Business	265	(3)	Intermediate Accounting II
Business	311	(3)	Auditing I
Business	415	(3)	Federal Income Tax II

## Athletic Coaching

Required Courses:

Exercise Science	161	(3)	Strength Training and Conditioning
Exercise Science	270	(3)	Athletic Injury Control and Management
Health Science	260	(3)	Nutrition
Physical Education	253	(3)	Teaching Physical Education Content in the areas of Team and Individual Sports
Physical Education	280	(3)	Coaching: Theory, Tactics, Officiating and Legal Aspects
Physical Education	480	(4)	Internship in Coaching

## Audio Engineering

Required Courses:

Communication	155	(3)	Intro to Broadcasting
Communication	271	(3)	Video Production

PLUS:

Recording Workshop  
Courses (Off Campus)

MUS	310	(9)	Recording Engineering/Music Production (5 weeks)
MUS	311	(1)	Recording Studio Maintenance (1 week)

*Recording Workshop Courses are transferred to Alderson Broaddus through Capital University*

## Biology

Required Courses:

Biology	210	(4)	General Biology I
Biology	211	(4)	General Biology II
Biology	240	(4)	Microbiology

PLUS SIX HOURS OF BIOLOGY COURSES, FOUR HOURS OF WHICH MUST BE 300 LEVEL OR ABOVE

## Business Administration

Required Courses:

Business	140	(3)	Introduction to Accounting I
Business	160	(3)	Introduction to Management

PLUS ONE OF THE FOLLOWING COURSES:

Economics	201	(3)	Macro-Economics
Economics	211	(3)	Micro-Economics

PLUS THREE OF THE FOLLOWING COURSES:

Business	235	(3)	Human Resource Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I

Business	336	(3)	Operations Management
Economics	280	(3)	Money and Banking

### **Chemistry**

Chemistry	200	(4)	General Chemistry I
Chemistry	210	(4)	General Chemistry II

PLUS:

Chemistry	310	(4)	Organic Chemistry I
Chemistry	311	(4)	Organic Chemistry II
OR			
Chemistry	300	(4)	Principles of Organic Chemistry
Chemistry	370	(4)	Biochemistry

PLUS:

One other Chemistry Course with a lab above the CHEM-210 level.

### **Communications**

#### **Required Courses:**

Communication	130	(3)	Introduction to Public Speaking
Communication	150	(3)	Interpersonal Communications

PLUS THREE OF THE FOLLOWING COURSES:

Communication	155	(3)	Introduction to Mass Communication
Communication	175	(3)	Media Writing
Communication	185	(3)	Principles and Practices of Public Relations
Communication	230	(3)	Media and Society
Communication	240	(3)	Argumentation and Persuasion
Communication	251	(3)	Advertising
Communication	271	(4)	Video Production I
Communication	340	(3)	Non-Profit and Corporate PR Case Studies
Communication	350	(3)	Social Media
Communication	355	(3)	Mass Communications Law and Ethics
Communication	370	(4)	Video Production II

PLUS THREE HOURS FROM THE FOLLOWING COURSES:

Communication	160	(1)	Analysis and Performance in Theater*
Communication	220	(1)	Media Practicum*

\*All courses in this block may be repeated indefinitely for credit within this requirement.

### **Computer Science**

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	120	(4)	Introduction to Object-Oriented Programming
Computer Science	210	(3)	Fundamental Software Design
Computer Science	330	(3)	Data Structures and Algorithms

PLUS TWO ADDITIONAL COMPUTER SCIENCE COURSES ABOVE CSCI-120

### **Creative Writing**

Required Courses:

9 semester hours of creative writing

English	230	(3)	Creative Writing
English	230	(3)	Creative Writing
English	230	(3)	Creative Writing

PLUS 2 SEMESTER HOURS FROM THE FOLLOWING COURSES:

English	240	(1)	Practicum in Publication of Creative Work
English	240	(1)	Practicum in Publication of Creative Work

PLUS TWO COURSES FROM THE FOLLOWING COURSES:

English	281	(3)	Forms of Literature: Drama
English	282	(3)	Forms of Literature: Nonfiction Prose

English	283	(3)	Forms of Literature: Fiction
English	284	(3)	Forms of Literature: Poetry

### **Criminal Justice**

#### **Required Courses:**

Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	210	(3)	Crime and Deviance
Criminal Justice	340	(3)	Principles of Criminal Law

#### PLUS ONE OF THE FOLLOWING COURSES:

Criminal Justice	300	(3)	Law Enforcement and Police Operations
Criminal Justice	320	(3)	Correctional Systems

#### PLUS ONE OF THE FOLLOWING COURSES:

Criminal Justice	390	(3)	Special Topics in Criminal Justice
Criminal Justice	410	(3)	Ethics in Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Procedures

### **Cyber Security**

Computer Science	110	(4)	Introduction to Computer Science
Computer Science	245	(3)	Computer Networks
Cyber Security	111	(3)	Introduction to Computer Security
Cyber Security	221	(4)	Network Security
Cyber Security	341	(4)	Web Security

Average of 2.0 or better on the courses required for minor

### **Digital Media**

Communication	175	(3)	Media Writing
Communication	350	(3)	Social Media
Media	135	(3)	Digital Photography
Media	180	(3)	Introduction to Digital Design
Media	255	(3)	Web Design
Media	370	(3)	Advanced Digital Applications

### **Education**

#### **Required Courses:**

Education	170	(3)	Foundations of Public Education
Education	190	(3)	Educational Technology Applications
Education	260	(3)	Educational Psychology
Education	288	(3)	General Methods
Psychology	220	(3)	Human Development
OR			
Psychology	240	(3)	Child Development

PLUS THREE HOURS IN EDUCATION OR RELATED AREAS as approved by the School of Teacher Education Chairperson

### **Entrepreneurship**

#### **Required Core:**

Business	108	(3)	Introduction to Entrepreneurship
Business	140	(3)	Introduction to Accounting I
Business	150	(3)	Introduction to Accounting II
Business	180	(1)	Introduction to QuickBooks
Business	380	(3)	Entrepreneurial Finance
Business	480	(3)	New Entrepreneurial Venture

#### PLUS ONE OF THE FOLLOWING COURSES:

____ Business	485	(3)	Business Internship (entrepreneur focused)
____ Business	390	(3)	Special Topics in Entrepreneurship

\*Students working towards this minor are strongly encouraged to take ECON 201 Macroeconomics as their Liberal Studies requirement for Goal II-C.2.

## **Environmental Science**

### Required Courses:

Environmental Science	210	(4)	Environmental Science
Environmental Science	340	(3)	Environmental Policy and Regulation
Environmental Science	420	(4)	Wetlands Ecology and Regulations

PLUS 6 additional credits from other ENVS courses.

The Student must achieve at least a C grade in each of the ENVS courses to be awarded a Minor in Environmental Science.

## **Geographic Information Systems (GIS)**

### Required Courses:

Environmental Science	215	(4)	Introduction to GIS
Environmental Science	315	(4)	Advanced GIS

### PLUS THREE OF THE FOLLOWING COURSES:

Computer Science	110	(4)	Introduction to Computer Science*
Computer Science	120	(4)	Introduction to Object-Oriented Programming
Computer Science	240	(3)	Web and Mobile Application Development
Environmental Science	310	(4)	Applied Remote Sensing
Geography	200	(3)	Principles of Physical and Human Geography
Geography	250	(3)	World Geography
Mathematics	261	(3)	Statistics for Biologists
Natural Science	210	(4)	Physical Geography

## **Health Communication**

### Required Courses:

Business	170	(3)	Healthcare Administration
Communication	150	(3)	Interpersonal Communications
Communication	210	(3)	Communication in Health Care
Philosophy	391	(3)	Ethics in Health Care
Psychology	395	(3)	Death and Dying

### PLUS ONE FROM THE FOLLOWING COURSES:

Communication	230	(3)	Media and Society
Communication	390	(3)	Special Topics

## **Healthcare Administration**

### Required Courses:

Business	140	(3)	Introduction to Accounting I
Business	170	(3)	Healthcare Administration
Business	175	(3)	Health Insurance
Health Science	100	(2)	Healthcare Terminology

### PLUS TWO OF THE FOLLOWING COURSES:

Business	120	(3)	Introduction to Marketing
Business	235	(3)	Human Resource Management
Business	250	(3)	Ethics in Business
Business	281	(3)	Business Law I
Psychology	260	(3)	Statistics and Data Analysis*
Economics	201	(3)	Macro-Economics

or

Economics	211	(3)	Micro-Economics
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ONLY ONE Economics course can be applied toward the minor.

## **History**

### Required course:

- Choose three courses from the 100-400 level, one of which must be above the 300 level
- PLUS at least two courses at the 300 or 400 level

**International Studies (off campus)**

## Required Courses:

German	100	(4)	Conversational German
International Studies	380	(4)	Seminar in European Studies
International Studies	380	(4)	Seminar in European Studies

## PLUS ONE OF THE FOLLOWING COURSES:

Business	290	(3)	International Business
English	360	(3)	World Literature
English	365	(3)	19th and 20th Century World Masterpieces
Geography	250	(3)	World Geography
History	290	(3)	Contemporary World
History	220	(3)	The Western Tradition
History	350	(3)	World History
History	355	(3)	Early Modern World History
History/Religions	360	(3)	Christian Church through the Ages
History	365	(3)	Modern World History
Political Science	320	(3)	Comparative Governments
Political Science	340	(3)	International Law

**International Studies (on-campus)**

## Required Course:

History	160	(3)	World History 1500-Present
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## PLUS FIVE OF THE FOLLOWING COURSES:

Business	290	(3)	International Business
English	360	(3)	World Literature
English	365	(3)	19th and 20th Century World Masterpieces
Geography	250	(3)	World Geography
History	150	(3)	World History to 1500
History	220	(3)	The Western Tradition
History	290	(3)	Contemporary World
History	350	(3)	World History
History	355	(3)	Early Modern World History
History/Religions	360	(3)	Christian Church through the Ages
History	365	(3)	Modern World History
Political Science	320	(3)	Comparative Governments
Political Science	340	(3)	International Law

**Journalism**

## Required Courses:

English	250	(3)	Advanced Grammar
Journalism	160	(1)	Journalism Practicum
Journalism	165	(1)	Advanced Journalism Practicum
		(1)	(two registrations required)
Journalism	200	(3)	Introduction to Journalism
Journalism	210	(3)	News Editing and Production
Media	135	(3)	Digital Photography

## PLUS THREE HOURS FROM THE FOLLOWING:

Communication	185	(3)	Principles and Practices of Public Relations
Communication	251	(3)	Advertising

**Leadership Studies (Extended Learning)****REQUIRED: Take 15 hours of Professional Leadership classes**

**Legal Studies**

## Required Courses:

Legal Studies	200	(3)	Introduction to Law and Society
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## PLUS TWO OF THE FOLLOWING COURSES:

Business	281	(3)	Business Law I
Criminal Justice	340	(3)	Principles of Criminal Law
Political Science	310	(3)	Constitutional Law
Political Science	340	(3)	International Law

## PLUS TWO OF THE FOLLOWING COURSES:

Legal Studies	280	(3)	American Legal History
Legal Studies	300	(3)	Civil Rights and Liberties
Legal Studies	390	(3)	Special Topics in Legal Studies

**Literature**

## Three of the following:

English	290	(3)	Shakespeare
English	360	(3)	World Literature
English	365	(3)	Nineteenth and Twentieth Century World Masterpieces
English	375	(3)	British Literature since 1785
English	410	(3)	Development of the English Language

## PLUS TWO OF THE FOLLOWING COURSES:

English	220	(3)	Appalachian Literature
English	225	(3)	Ethnic Literature in the United States
English	350	(3)	Early American Literature
English	355	(3)	Modern American Literature

**Marketing**

## Required Courses:

Business	120	(3)	Introduction to Marketing
Business	281	(3)	Business in Law I

## PLUS ONE OF THE FOLLOWING COURSES:

Economics	201	(3)	Macro-Economics
Economics	211	(3)	Micro-Economics

## PLUS THREE COURSE FROM THE FOLLOWING

Business	350	(3)	Consumer Behavior
Business	435	(3)	Marketing Management
Business	343	(3)	Database Management
Communication	251	(3)	Advertising
Communication	350	(3)	Social Media
Psychology	400	(3)	Social Psychology

**Mathematics**

## Required Courses:

Mathematics	166	(3)	Discrete Mathematics I
Mathematics	167	(3)	Discrete Mathematics II
Mathematics	231	(4)	Calculus I
Mathematics	232	(4)	Calculus II

## PLUS ONE OF THE FOLLOWING COURSES:

Mathematics	310	(3)	Modern Algebra
Mathematics	315	(3)	Linear Algebra
Mathematics	333	(4)	Advanced Calculus
Mathematics	351	(3)	Probability Theory
Mathematics	441	(3)	Differential Equations

**Psychology**

## Required Courses:

Psychology	190	(3)	General Psychology
Psychology	220	(3)	Human Development

**OR**

Psychology	230	(3)	Human Adjustment
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## PLUS AT LEAST THREE OF THE FOLLOWING COURSES:

Psychology	295	(3)	Human Sexuality
Psychology	301	(3)	Behavior Modification
Psychology	302	(3)	Perception and Cognition
Psychology	315	(3)	Sports Psychology
Psychology	330	(3)	Industrial Organization Psychology
Psychology	395	(3)	Death and Dying
Psychology	400	(3)	Social Psychology
Psychology	420	(3)	Abnormal Psychology
Psychology	430	(3)	Counseling Theories and Issues

**Public Administration**

## Required Courses:

Business	160	(3)	Introduction to Management
Public Administration	101	(3)	Introduction to Public Administration*
Public Administration	430	(3)	Public Policy
Political Science	200	(3)	American National Government

## PLUS ONE COURSE FROM THE FOLLOWING COURSES:

Business	170	(3)	Healthcare Management
Business	235	(3)	Human Resource Management
Business	275	(3)	Operation Management
Business	281	(3)	Business Law I
Criminal Justice	200	(3)	Introduction to Criminal Justice
Criminal Justice	450	(3)	Criminal Courts and Procedures
Communication	185	(3)	Principles and Practices of Public Relations
Political Science	310	(3)	Constitutional Law
Sociology	240	(3)	Social Problems

**Public Relations**

## Required Courses:

Business	120	(3)	Introduction to Marketing
Communication	185	(3)	Principles and Practices of Public Relations
Communication	340	(3)	Non-Profit and Corporate PR Case Studies
Journalism	200	(3)	Introduction to Journalism
Media	180	(3)	Introduction to Digital Design

## PLUS THREE HOURS FROM THE FOLLOWING COURSES:

Journalism	160	(1)	Journalism Practicum
Journalism	165	(1)	Advanced Journalism Practicum

**Religion and Philosophy**

## Required Courses:

Philosophy	190	(3)	Introduction to Philosophy
Religion	290	(3)	Introduction to the Old Testament
Religion	295	(3)	Introduction to the New Testament

## PLUS ONE FROM THE FOLLOWING COURSES:

Philosophy	210	(3)	Ethics
Philosophy	290	(3)	Applied Logic
Philosophy/Religion	320	(3)	Philosophy of Religion

## PLUS ONE FROM THE FOLLOWING COURSES:

Religion	280	(3)	Religions of the World
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Religion 325 (3) Christian Theology

PLUS:

Any other course in Religion or Philosophy (3)

## **Sociology**

Required Course:

Sociology 190 (3) Introduction to Sociology

PLUS FOUR FROM THE FOLLOWING COURSES:

Sociology	210	(3)	The Family
Sociology	230	(3)	Appalachian Studies
Sociology	240	(3)	Social Problems
Sociology	310	(3)	Social Gerontology
Sociology	320	(3)	Minorities
Sociology	350	(3)	Criminology

## **Sport Communication**

Required Courses:

Communication	155	(3)	Intro to Mass Communication
Communication	175	(3)	Media Writing
Communication	350	(3)	Social Media
Sport Management	260	(3)	Sport Marketing
Sport Management	305	(3)	Sport Law & Ethics

PLUS ONE OF THE FOLLOWING COURSES:

Communication	185	(3)	Principles of Public Relations
Journalism	200	(3)	Intro to Journalism

PLUS ONE OF THE FOLLOWING COURSES:

Communication	220	(1)	Media Practicum
Journalism	160	(1)	Journalism Practicum

## **Sport Management**

Required Courses:

Business	140	(3)	Beginning Accounting I
Sport Management	101	(3)	Introduction to Sport Management
Sport Management	260	(3)	Sport Marketing
Sport Management	305	(3)	Sport Law and Ethics
Sport Management	485	(3)	Sport Management Internship

PLUS ONE OF THE FOLLOWING COURSES:

Sport Management	240	(3)	Sport Facility and Event Management
Sport Management	400	(3)	Program Planning in Recreational Sport

## **STEM Research**

Required Courses:

TRACK 1

Natural Science	261	(1)	Research Methods 1
Natural Science	262	(1)	Research Methods 2
Natural Science	461	(1)	Senior Research Project
Natural Science	462	(1)	Scientific Communication
Mathematics	231	(4)	Calculus 1
Mathematics	261	(3)	Statistics for Biologists
OR Mathematics	251		Statistics

OR:

TRACK 2

Mathematics	450	(3)	Mathematics and Computer Science Capstone
Natural Science	462	(1)	Scientific Communication
Mathematics	231	(4)	Calculus 1
Mathematics	261	(3)	Statistics for Biologists OR Math 251 Statistics

PLUS 6-7 HOURS FROM THE FOLLOWING:

Natural Science 501 (3-6) Research

An upper level 300- or 400-level course directly relevant to the research project

### **Strength and Conditioning**

Required Courses:

Biology	270	(4)	Anatomy and Physiology I
Biology	271	(4)	Anatomy and Physiology II
Exercise Science	161	(3)	Strength Training and Conditioning
Exercise Science	361	(3)	Advanced Strength and Conditioning
Exercise Science	305	(3)	Kinesiology / Biomechanics
Exercise Science	315	(3)	Physiology of Exercise

PLUS ONE OF THE FOLLOWING COURSES:

Exercise Science	410	(3)	Exercises for Populations with Chronic Conditions
Exercise Science	490	(3)	Test Taking Strategies for the CSCS Exam

\*Student must show proof of Emergency Cardiac Care (CPR) certification

*A photocopy of the front and back of a current and valid CPR card must be submitted to the college dean prior to graduation.*

Any student could be eligible to complete the course work to prepare him/her to become a Personal Fitness Instructor or a Certified Strength **and** Conditioning Specialist. By successfully completing the course work, the student will be eligible to "sit" for either the Personal Fitness Instructor's examination or the Certified Strength and Conditioning Specialist's examination.

Students are eligible to sit for the American College of Sports Medicine and American Cancer Society Cancer Exercise Trainer certification upon completing a Bachelor's Degree along with 599 hours of experience training older adults or individuals with chronic conditions.

## HONORS PROGRAM

The Alderson Broaddus University Honors Program was developed to provide intellectual challenge and stimulation for academically superior students who are strongly motivated toward academic success; to provide impetus for independent scholarship, research, and creative endeavors by academically gifted students; and to provide a public forum for the presentation of scholarly and creative work by students and faculty.

### Expectations and Benefits for Honors Students

Students in the Honors Program are expected to:

- complete at least three Honors seminars;
- design and carry out an independent research project in the junior or senior year;
- design and carry out a semester-long service project or off-campus service experience;
- incorporate an overseas or international experience;
- present results of the independent research project, overseas experience, and service project at a public forum on campus, or publish an article in the *Battler Columns*, or posting their report on the Honors Blog.

Among the benefits students will receive are:

- stimulating classes and scholarly experiences with other academically superior students;
- international engagement and broader global perspective;
- service experience and community engagement;
- public speaking or media experience;
- recognition as Honors Program graduates on their diplomas and transcripts;
- inscription of their names as Honors Program graduates on a plaque displayed in a prominent place on campus.

### Admission Criteria

All students invited to participate in the Honors Program will write an essay in response to a subject proposed by the Honors Program Advisory Committee. The committee will evaluate the essays and decide whether to admit students to the program.

### Incoming Freshmen

High school students identified as potential Honors students on the basis of markedly superior performance in high school and on national college entrance examinations will be invited to apply to the Honors Program.

Minimum Criteria:

1. ACT composite score of 26 or SAT combined score of 1140.
2. Placement in the top 10% of graduating class or a high school GPA of 3.5.

### Transfer Students

Any qualified transfer student who has completed 60 or fewer credit hours OR who will be a full-time student at Alderson Broaddus University for at least four semesters may apply for admission to the Honors Program.

Minimum Criteria:

1. ACT composite score of 26 or SAT combined score of 1140.
2. 3.40 cumulative GPA from previous institution.

Transfer students who participated in the Honors Program at the previous institution and wish to join the Honors Program at Alderson Broaddus need to

- meet AB acceptance requirements
- submit an application essay
- request the syllabi of previously taken Honors classes for one of them to be credited towards AB Honors requirements. The remaining two Honors courses must be taken at AB.

## Current Students

Any qualified student currently enrolled at Alderson Broaddus University who has completed 60 or fewer hours may apply for admission to the Honors Program. The minimum criterion is a 3.40 cumulative GPA at Alderson Broaddus University.

## Honors Program Course of Study

The Honors Program is a four-year program for students from all academic and professional majors. In order to be designated an Honors Program graduate, a student in the Honors Program must complete three 3-hour interdisciplinary Honors seminars, incorporate overseas or international experience, as well as design and carry out a semester-long service project and an independent research project during the junior or senior year.

Since Honors courses may be used to meet the requirements of the liberal studies program, students in the Honors Programs are not required to take more hours for graduation than other students. In addition, the independent research project may in some cases be taken as a 3-hour independent study courses in fulfillment of a requirement in a student's major.

## Honors 200 and 400

Both Honors 200 and Honors 400 are taught in a seminar format that encourages students' regular participation in an exchange of ideas and diverse viewpoints. Each seminar focuses on a different theme, exploring that theme from the perspectives of the several academic disciplines. All Honors courses involve intensive reading and discussion, with presentations by guest lecturers when appropriate. Students learn the methods of scholarly research and writing through semester-long research projects that give them time to explore topics in depth. They also make oral class presentations of their research.

- Honors 200 is open to students in the Honors Program and students with at least a 3.5 GPS (excluding remedial courses.)
- Honors 400, a more advanced seminar that emphasizes significant independent research by students is open Honors Program students and students with at least a 3.5 GPS (excluding remedial courses.)
- Both courses carry 3 semester hours of credit, and both may be repeated once for credit.

## General Objectives of the Honors Seminars

The Honors Seminars are intended to help students:

1. Perceive the histories, intentions, and methodologies of the different academic disciplines and the relationships among them.
2. Achieve a better understanding of the nature of evidence.
3. Exercise critical thinking in response to both written and spoken information, ideas, and opinions.
4. Engage in productive discussion of subjects based on reasoned evaluation of evidence.

## Contracting Honors Courses

To fulfill the 9 credit hours required for completing the AB Honors program, students may contract 3 Honors credits within a non-Honors course. Under the contract, students will take the initiative to complete course work in addition to regular projects and assignments of that course.

## Independent Research Project

**The ultimate focus of the Honors Program is significant independent or guided research by its participants.**

Each Honors student will design and carry out a research project during his or her junior or senior year. The project will culminate in an Honors senior project that will be evaluated by the Honors Program Director and the Honors Program Advisory Committee.

Students frequently are able to use as their Honors Program senior project a research paper already completed, or currently being completed, to fulfill requirements in their majors. Students must consult with

the Honors Program Director in advance as to the acceptability of their project in fulfilling Honors Program requirements.

After his or her senior project has been approved by the Honors Program Director, the student will present the results of the project in a public forum on campus, open to the entire campus community of faculty, staff and students, as well as the general public. Presentations of the research projects to national, state or regional conferences or symposia will also fulfill this requirement.

In lieu of an Honors research paper, students may substitute other major senior level accomplishments, such as portfolio readings for writing majors, or art gallery exhibits and talks for art majors. It is the responsibility of the students to have these projects approved in advance by the Honors Program Director.

### **Service Project or Off-Campus Experience**

The goal of the service project is to gain a first-hand experience and deeper understanding of social or environmental issues as well as of their effects on communities. Students should find, contact, and offer help to a local community, church, government, campus service organization or a healthcare provider that serves people in need. After the student's plan of engagement with the organization has been approved by the Honors Program Director, the student should work with this organization regularly for at least one semester and provide a written report and a presentation/article based on this experience.

In lieu of working with a local organization and with the approval of the Honors Program Director, students can participate in an off-campus service activity, such as a mission trip, in another city in the United States.

### **Overseas or International Experience**

The goal of overseas or international experience is to become familiar with cultures outside of the United States and with the place of the United States among the nations of the world. To fulfill this requirement, students can participate in the Semester in Europe program; if a student's plan of studies does not allow a semester-long trip, the student will, with the approval of the Honors Program Director, design and carry out a plan of engagement with a culture outside the United States (for example, take advanced foreign language courses or work with an international organization).

Upon the completion of the overseas or international activity, the student must provide a written report and a presentation/article based on this experience.

### **Reporting Project Results**

Students will submit to the Program Director written reports of the service project and overseas experience. In addition, to benefit not only the Honors students but also the Alderson Broaddus community, all activities required for the completion of the Honors Program will culminate in a presentation at a public forum on campus open to the entire campus community of faculty, staff and students, as well as the general public, or in an article published in the *Battler Column*, or a post on the Honors Blog. The presentation/article must explain the goals of the project, provide engaging details, and draw conclusions.

### **Program Standards**

A student must maintain at least a 3.4 cumulative GPA in order to remain in the Honors Program.

A student whose cumulative GPA falls below 3.4 but not below 3.0 will be placed on Honors probation for one semester but will be permitted to take an Honors seminar during the probationary period.

At the end of the probationary period, a student whose cumulative GPA has risen to 3.4 or above will be returned to normal status in the program.

A student whose cumulative GPA is still below 3.4 but not below 3.0 at the end of the probationary semester will continue on probation for an additional semester but will not be permitted to enroll in an Honors seminar.

If at the end of a second probationary semester a student's cumulative GPA is still below 3.4, the student will be dismissed from the program.

A student whose cumulative GPA at any time falls below 3.0 will be dismissed from the program without a probationary period.

Regardless of cumulative GPA, a student whose semester GPA for any semester falls below 2.6 will be placed on Honors probation for one semester and will not be permitted to take an Honors seminar during the probationary period. If for the probationary semester the student's semester GPA is again below 2.6, he or she will be dismissed from the program regardless of cumulative GPA.

A student may voluntarily withdraw from the Honors Program at any time upon notifying the Honors Program Director.

## **LPN-to-BSN HONORS PROGRAM**

### **Admission Criteria**

All LPN-to-BSN students invited to participate in the Honors Program will write an essay in response to a subject proposed by the Honors Program Advisory Committee. The committee will evaluate the essays and decide whether to admit them to the program.

### **Transfer Students**

Any qualified transfer student who has completed 60 or fewer credit hours OR who will be a student at Alderson Broaddus University for at least six semesters may apply for admission to the Honors Program. Minimum Criteria:

1. ACT composite score of 26 or SAT combined score of 1140.
2. 3.40 cumulative GPA from previous institution.

### **Current Students**

Any qualified student currently enrolled at Alderson Broaddus University who has completed 60 or fewer hours may apply for admission to the Honors Program. Minimum Criterion:

1. 3.40 cumulative GPA at Alderson Broaddus.

### **Program Standards**

In order to remain in the Honors Program, LPN-to-BSN Honors students must maintain at least a 3.4 cumulative GPA.

### **Expectations for LPN to BSN Honors Students**

In order to be designated an Honors Program graduate, an LPN-to-BSN Honors student must

- complete three 3-hour interdisciplinary Honors seminars or contract 9 Honors credits within non-Honors courses (adding to the course 1 credit hour of Independent Study);
- design and carry out an independent research project during the junior or senior year; and
- present results of the independent research project at a public forum on campus or publish an article in the *Battler Columns*.

The additional work completed while contracting courses for Honors credits must include seminar components, such preparing discussion questions for the class, leading discussion, presenting reports, etc.

**Waiver of International Experience and Service Project**

The requirements for the Honors international and service projects can be waived on a case-by-case basis if the student can demonstrate that, by the nature of their work, they have had opportunities to reach the goals of these projects, namely:

- to gain a first-hand experience and deeper understanding of social or environmental issues as well as of their effects on communities; and
- to become familiar with cultures outside of the United States and with the place of the United States among the nations of the world.

To demonstrate the accomplishment of these goals, the student will submit written reports to be reviewed by the Honors Advisory Committee.

**For more information about the Honors Program contact:**

**Dr. Jonathan Wolf**  
**Director of the Honors Program**  
**Alderson Broaddus University**  
**101 College Hill Drive**  
**Box 2158**  
**Philippi, WV 26416**  
[wolfjw@ab.edu](mailto:wolfjw@ab.edu)  
**(304) 457-6498**

**STUDY AWAY PROGRAMS****International Studies Opportunities**

Alderson Broaddus University offers eligible students an academic minor in international studies and opportunities for students to study in, and experience, other countries.

**The Semester in Europe** holds the most intense and extensive opportunity for international study, travel, and experiencing international culture. It provides the students with a semester of coursework (12 semester hours) at the Alderson Broaddus University Campus in Salzburg, Austria, and the ability to travel throughout Europe. A German language course taught by an Austrian German language professor is also required. Students may also enroll in online courses as long as the total hours for the semester do not exceed 18. Room and board and tuition are the same as those for students on the main campus. A program fee to cover roundtrip airfare, ground transportation, and a Eurail train pass is in addition to these costs.

**The Spring Break Mission Trip** challenges students physically, mentally, and spiritually. Students and select representatives of the campus community travel to Nicaragua to work with AMOS, a faith based public health advocacy group based in Managua. The work of the mission includes distributing and maintain home water filters, construction, health education, and community building. While the trip spans the week of Spring Break, students start preparing for the trip in the Fall Semester. Students also have the opportunity to earn college credit for successfully completing the trip.

For more information on the Semester in Europe Program or the annual Mission Trip, contact Mr. William Klaus, Director of International Learning and Service, program director at, (304) 457-6345.

**Domestic Opportunities**

Domestic missions planned through the AB Mission Team, a student-led organization, provide opportunities to engage students in cross-cultural mission. At present, this work involves partnership with UrbanPromise (Camden, NJ), and the ABMen of West Virginia Disaster Relief Team. For most of the participating students, these mission trips become life-changing experiences. Contact Dr. Jon Villers, Interim Chaplain, for more information.



## COURSES OF INSTRUCTION

Courses may be offered in an online format after achieving approval of the Deans' Council. The University expresses its academic credits in semester hours.

The numbers may be interpreted as follows:

### COURSE LEVEL

<b>000</b> <b>Transfer Courses</b>	Courses taken at other institutions which meet a liberal studies requirement. The specific liberal studies goal is noted in the course name.
<b>001-099</b> <b>Developmental/Remedial</b>	Courses or prerequisite courses needed to meet certain conditions relative to admission, progression, assessment or other non-credit bearing requirements. These credits do not apply toward any degree requirements and do not count toward the required credits toward graduation. The credit attached to these courses is used to determine full time semester status.
<b>100-199</b> <b>Lower-Division Undergraduate I</b>	Generally introductory lower-division undergraduate courses, usually designed for freshman or first-year students, and do not typically require a prerequisite course, but may require SAT or ACT scores as prerequisite. These courses are usually skill-building courses (writing, introductory mathematics) or courses that serve as an introduction to a specific discipline.
<b>200-299</b> <b>Lower-Division Undergraduate II</b>	Lower-division undergraduate courses available to first-year students but generally designed for second- or third-year students; content is built on materials from the first-year level and may include a minimal prerequisite preparation. A course at this level assumes moderate student academic maturity and experience; depending upon the discipline, courses at this level may or may not represent an intermediate level of discipline-specific content or methodological knowledge.
<b>300-399</b> <b>Upper-Division Undergraduate I</b>	Upper-division undergraduate courses, usually designed for third- or fourth-year students, and normally courses in the major; those at the highest levels of the core curriculum; and those that often include significant prerequisite preparation. These courses should represent a fairly high level of student academic maturity and experience; including, a fairly high level of discipline-specific content or methodological knowledge.
<b>400-499</b> <b>Upper-Division Undergraduate II</b>	Upper-division undergraduate courses usually available to third-year students though designed primarily for fourth-year students. This course designation is appropriate for senior level courses that require a high degree of disciplinary sophistication or a high degree of specificity in content, advanced study course designations indicating courses that comprise degree-completion curricula, represent senior seminars or require a high degree of independent practice (i.e., student teaching, field placements and/or experiences, internships). Courses in this level may be departmental seminars and individual study courses, including but not limited to capstone course requirements and/or experiences.

Courses are sometimes offered more than once within an academic year, while other courses are taught only in alternate years. To determine the frequency of course offerings, students should consult the current edition of the *Master Schedule* issued by the Office of the Registrar.

The University reserves the right to withdraw or postpone any courses for which the enrollment is judged to be insufficient.

WPI = With Permission of Instructor

## **Alderson Broaddus First Year (ABFY)**

### **ABFY-101 First Year Seminar**

The Alderson Broaddus First Year Seminars are designed for incoming first-year students, including those with no prior college experience and those with fewer than 24 hours of transfer credit. The seminars will take students beyond the traditional classroom of lectures and tests into shared topical interest that invite and encourage discussion and active exploration. Each section of the first year seminars will include a brief description addressing the central focus of the seminar and identify the institutional student learning outcome(s) addressed. Grading: Satisfactory or Unsatisfactory.

**1 semester hour**

## **Anatomy (ANAT)**

### **ANAT-390 Advanced Gross Human Anatomy**

The Advanced Gross Human Anatomy course includes study of gross anatomy of the vertebral column and back, head and neck, thorax, abdomen, upper extremities, lower extremities and pelvis and perineum. Advanced Gross Human Anatomy will be taught using a combined approach of classroom teaching, cadaveric prosection and educational anatomy learning computer software. This course is formulated to give an in-depth knowledge of human gross anatomy to the students through comprehensive classroom teaching, rigorous training through cadaveric prosection, as well as digitally operated program. The Advanced Gross Human Anatomy course will also teach the students anatomical structural relationship and organization through the six modules along with their normal function and clinical significance.

**4 semester hours**

## **Astronomy (ASTR)**

### **ASTR-190 Introduction to Astronomy**

The solar system in particular, including the sun, planets, comets, and meteors, in addition to the universe, its components and processes in a larger context. Brief history of manned space vehicles. Problems of fundamental celestial mechanics. A laboratory is included.

**4 semester hours**

## **Biology (BIOL)**

### **BIOL-110 Introduction to Biology**

A non-majors level course designed to introduce students to the biological world and the fundamentals of scientific inquiry. Topics covered include cellular processes, inheritance, evolution of life, a brief survey of the six kingdoms of life with ecological interactions, and a survey of selected human body systems. Topics in lecture are emphasized through corresponding laboratory exercises. Lecture 3 hours, laboratory 2 hours per week. Cannot be used to satisfy a requirement in the College of Health, Science, Technology, and Mathematics.

**4 semester hours**

### **BIOL-111 Human Biology**

A one-semester study of the structure and function of the human organ systems. Basic anatomy and physiology of each system is discussed.

**3 semester hours**

### **BIOL-210 General Biology I**

An introductory level study of cellular and molecular biology. Basic concepts of cellular structure, genetics, reproduction, locomotion, protein synthesis, metabolism, chemistry and physiology are presented. The laboratory component emphasizes the use of the scientific method to study cellular processes with a focus on the communication of results in scientific format. Lecture 3 hours, laboratory 2 hours per week.

**4 semester hours**

**BIOL-211 General Biology II**

An introductory level study of organism biology. A taxonomic approach is used to develop a sequential presentation of multicellular animals. Form and function is used as the format to present organs, organ systems, structure, metabolism, physiology and other similarities and differences among animal groups. The laboratory component permits continued emphasis in this area using selected animals as model systems, field observations and experimentation to highlight basic principles. Lecture 3 hours, laboratory 2 hours per week. Prerequisite: Grade of C or better in BIOL-210 or WPI.

**4 semester hours****BIOL-212 Botany**

Botany is the scientific study of plants. Course outcomes include demonstrated knowledge of the cellular biology, structure and function, development, evolution, and ecology of plants. The lab serves to reinforce lecture material through microscopy, lab experiments, and field experiments. Skills emphasized include experimental design and data analysis. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-210.

**4 semester hours****BIOL-240 Microbiology**

Study of microscopic life forms that are directly related to human health and welfare. Bacteria, viruses and the eukaryotic microbial forms are emphasized. Comparisons of structure, morphology, reproduction and taxonomy are used to highlight the diversity of these forms. Emphasis is given to selected forms associated with human disease and host immune responses. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-210 or WPI.

**4 semester hours****BIOL-245 Evolution**

A study of the progression of life with emphasis on the mechanisms of evolution. An analysis of the distribution patterns of plants and animals. Consideration of the theory and fossil records.

**2 semester hours****BIOL-270 Anatomy and Physiology I**

A study of the structure and normal functions of the human body. Basic cell biology and chemistry is reviewed. Basic histology is then covered followed by study of body systems including the muscular, skeletal, and nervous and senses. Lecture 3 hours, laboratory 2 hours per week. Prerequisite: ACT Score of 20 or above; or SAT Combined Score of 900 or above; or Grade of C or better in BIOL-111, or BIOL-210, or WPI.

**4 semester hours****BIOL-271 Anatomy and Physiology II**

Continuation of Biology 270 with study of the cardiovascular, lymphatic, respiratory, urinary, digestive, endocrine and reproductive systems. Lecture 3 hours, laboratory 2 hours per week. Prerequisite: Grade of C or better in BIOL-270 or WPI.

**4 semester hours****BIOL-341 Genetics**

A course to present the mechanisms of inheritance and the concept of the gene. Both traditional Mendelian as well as molecular concepts included. Genome organization, packaging, regulation and function are presented in depth. Prerequisite: Grade of C or better in BIOL-211 or BIOL-271, or WPI. Lecture 3 hours, laboratory 3 hours per week.

**4 semester hours****BIOL-350 General Physiology**

A study of animal physiology with focus on individual capabilities of organ systems. The concept of homeostasis and the significance of nervous, excretory and endocrine regulation. Prerequisite: Grade of C or better in BIOL-211 or WPI. Lecture 3 hours, laboratory 3 hours per week.

**4 semester hours****BIOL-354 West Virginia Flora**

Introduction to the taxonomy and distribution of West Virginia plants. Emphasis is placed on common wildflower and tree species. Basic form and function of vascular plants is also discussed. Techniques of field identification, collection, and preservation are covered in the laboratory component. There will be 2 hours of lecture per week and 4 hours of laboratory per week, as well as field trips. Prerequisite: Grade of C or better in BIOL-211, or ENVS-210.

**4 semester hours**

**BIOL-355 Mammalogy**

A class designed to introduce students to the systematics, behavior, and major taxa, physiology and ecology of mammals. Emphasis will be on, but not restricted to, North American mammals. Laboratories will be field-based, focusing on identification of local mammalian fauna as well as current techniques for the field study of mammals. Prerequisites: Grade of C or better in BIOL-211 and/or ENVS-210. Lecture 3 hours, laboratory 3 hours per week, as well as field trips.

**4 semester hours****BIOL-360 Ecology**

The study of the interaction of organisms with their environment. The students will learn the theory behind ecology processes in terrestrial and aquatic systems and how to use field and lab techniques to assess these processes for themselves. During the first part of the course the students will learn about abiotic conditions and how they impact ecological processes, including biogeochemical cycles at local and global scales. During the second part of the course the students will learn about population and community processes and how humans interact with terrestrial and aquatic ecosystems. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210. Lecture 3 hours, laboratory 3 hours per week, as well as field trips.

**4 semester hours****BIOL-365 Experimental Design and Data Analysis**

This course introduces the concepts of experimentation. It also covers the interpretation of common statistical procedures not included in Statistics (MATH-251). Laboratory will include use of various computer statistical programs. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210.

**4 semester hours****BIOL-370 Cell Biology**

A molecular approach to the study of the cell as a fundamental unit of life. Structural and functional characteristics of cellular components, regulation, signal transduction and metabolism are covered. Special emphasis on current methods of study are introduced in lecture and performed in the laboratory component. Prerequisite: Grade of C or better in BIOL-210. Lecture 3 hours, laboratory 2 hours per week.

**4 semester hours****BIOL-375 Conservation Biology**

An introduction to the tools, policies and dilemmas associated with conservation of natural resources and the environment on a local and global scale. Prerequisite: Grade of C or better in ENVS-210 or BIOL-211.

**3 semester hours****BIOL-380 Aquatic Entomology**

Aquatic entomology is the scientific study of insects that live in water. Course outcomes include demonstrated knowledge of the structure and function, development, evolution, ecology, and systematics of aquatic insects. The lab serves to reinforce lecture material through specimen dissection and field experiences. Skills emphasized include entomological field techniques for collecting and preserving aquatic insect specimens, identification of preserved specimens, and stream health assessment using aquatic insects as bioindicators. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210.

**4 semester hours****BIOL-382 Entomology**

Entomology is the scientific study of insects. Course outcomes include demonstrated knowledge of the structure and function, development, evolution, ecology, and systematics of insects. The lab serves to reinforce lecture material through specimen dissection and field experiences. Skills emphasized include entomological field techniques for collecting and preserving insect specimens and identification of preserved specimens. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210.

**4 semester hours****BIOL-390 Special Topics in Biology**

A course to permit the offering of courses that are not regular offerings in biology. Offerings are determined to address the expertise of faculty or to enrich programs of study when enrollment may not permit scheduled regular offerings. The title and semester hour credit may vary. Examples of

possible topics include mycology, comparative anatomy, and population biology. Specific topics are advertised at scheduled registration periods. Prerequisites vary depending on the course offered.

**3-4 semester hours**

#### **BIOL-410 Limnology**

This course surveys the various types of aquatic ecosystems, with an introduction to relevant organisms. Both flowing and static waters are included. Emphasis is given to study techniques used by aquatic ecologists. Laboratory includes basic identification of aquatic organisms. Prerequisite: Grade of C or better in BIOL-211 or ENVIS-210. Lecture 3 hours, laboratory 3 hours per week, as well as field trips.

**4 semester hours**

#### **BIOL-420 Parasitology**

Study of parasites that infect man or animals that are economically important to man: taxonomy, structures, identifying characteristics and effects on man. (More than 150 protozoan and helminth parasites are agents of human disease; approximately one-third of these are common associates and comprise the scope of this course.) The laboratory component is used to permit visual observation of forms, structure and life cycle stages introduced in lecture. Prerequisite: Grade of C or better in BIOL-211. Lecture 3 hours, laboratory 3 hours per week, as well as field trips.

**4 semester hours**

#### **BIOL-454 Histology**

A course designed to study the structure of animals at tissue and organs levels. Emphasis is placed on the recognition of mammalian tissues at the microscopic level as well as their basic functions. Proper microscope techniques also stressed. Techniques of animal tissue fixation, staining, and microscope slide mounting are covered in the laboratory component. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-211.

**4 semester hours**

#### **BIOL-455 Ornithology**

Ornithology is the scientific study of birds. Course outcomes include demonstrated knowledge of the structure and function, development, evolution, ecology, and systematics of birds. The lab serves to reinforce lecture material through specimen dissection and field experiences. Skills emphasized include visual and auditory identification of birds in the field and lab. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in BIOL-211 or ENVIS-210.

**4 semester hours**

#### **BIOL-482 Herpetology**

A course designed to investigate the taxonomy, distribution and natural history of reptiles and amphibians. Emphasis is placed on local forms. Laboratories will include a comparative study of amphibian and reptilian anatomy as well as field-based labs focusing on identification of local herpetofauna as well as current techniques for the field study of amphibians and reptiles. Lecture 3 hours, laboratory 3 hours per week as well as field trips. Prerequisite: Grade of C or better in BIOL-211, or ENVIS-210.

**4 semester hours**

#### **BIOL-483 Immunology**

An introduction to the anatomy and physiology of the human immune systems. Prerequisite: Grade of C or better in BIOL-211.

**3 semester hours**

#### **BIOL-500 Internship in Biology**

This special course is only available as opportunities are presented for work/study in an off campus environment. Prerequisites dependent on the nature of the internship.

**1-6 semester hours**

### **Business (BUSI)**

#### **BUSI-108 Introduction to Entrepreneurship**

An introductory course for business and non-business majors to introduce the student to the world of entrepreneurship and small business, including the analysis of personal strengths and weaknesses as they relate to launching an entrepreneurial endeavor. This course provides

considerable attention to elementary concepts of planning, financing, starting, and managing a new business.

**3 semester hours**

**BUSI-100 Introduction of Business**

This course is a survey of business principles, practices, and procedures. IT analyzes business functions and focuses on the management of resources through organization, finance, production, marketing, law, ethics, and technology.

**3 semester hours**

**BUSI-120 Introduction to Marketing**

Basic marketing concepts, principles and functions. Analysis of activities through which business firms direct the flow of their goods and services to consumers. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-140 Introduction to Accounting I**

An introductory course designed to provide the student with a firm foundation of accounting fundamentals, practices, theory, techniques, principles, and methods of accounting. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-150 Introduction to Accounting II**

Continuation of BUSI-140, with a foundation of accounting principles and basic accounting theory. Includes fundamentals, analysis, and interpretation of financial statements and methods. Prerequisite: BUSI-140. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-155 Business Communication**

A course designed for students majoring in business. Topics include organization of measurements, determining measures of central tendency, variability, counting, probability, statistical inference, hypothesis testing, simple and multiple regression and correlation, non-parametric methods, and time series. Prerequisite: ENGL-190

**3 semester hours**

**BUSI-160 Introduction to Management**

An introduction to the management of organizations. Study of the processes and functions of management, the structures and designs of business organizations, and of social responsibility. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-170 Healthcare Administration**

A survey of business management principles, concepts, and skills as applied to the healthcare field. Topics will include human resource management, budgeting, strategic planning, operations management and marketing. The course is designed to prepare healthcare professionals for administrative responsibilities. Field research in the health care area will be explored. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-175 Risk Management and Insurance**

An overview of health insurance contracts including group and individual policies. Topic coverage will include major medical policies, supplemental insurance, dental insurance, health maintenance organizations and preferred provider organizations. An emphasis will be placed on the role of the government in health insurance (Medicare and Medicaid) as well as health reform and cost containment issues. (Not restricted to majors in the College of Business.)

**3 semester hours**

**BUSI-180 Introduction to QuickBooks**

This course is an introduction to computerized accounting using a widely available, commercial software package that is designed for small to medium-sized businesses.

**1 semester hour**

**BUSI-210 Personal Finance**

An overview of personal financial planning in the areas of money management and investment strategies. Includes discussion of taxes, consumer credit, housing and other consumer decisions, legal protection, insurance, investments, retirement planning and estate planning.

**3 semester hours**



**BUSI-235 Human Resource Management**

An overview of the concepts and principles relating to the management of human resources in profit and not-for-profit organizations. Topics include employee recruitment, selection, training and development, compensation systems, performance appraisal, discipline, employee benefits, safety, labor relations and employment law. Special emphasis will be placed on the role of motivation and leadership in a team oriented organization. (Not restricted to majors in the College of Business.) Prerequisite: BUSI-160 or WPI.

**3 semester hours****BUSI-250 Ethics in Business**

A study of the ethical, moral and social issues of business management. Topics include the theories of moral reasoning, organizational culture, responsiveness to stakeholders, public policy and government regulation. Students will study how political, social, and legal factors affect decision making. Course includes emphasis on practical, real-world case studies. (Not restricted to majors in the College of Business.)

**3 semester hours****BUSI-260 Intermediate Accounting I**

Intensive study of accounting concepts and principles underlying the preparation of financial statements, with special attention to applications in measurement and reporting of selected balance sheet items and related revenue and expense recognition. Emphasis given to Accounting Principles Board opinions and Financial Accounting Standards Board statements and their ramifications on financial accounting. Prerequisite: Grade of C or better in BUSI-150.

**3 semester hours****BUSI-265 Intermediate Accounting II**

Continuation of BUSI-260, including a study of stockholders' equity, statement of cash flows and correction of statements. Special problems of income determination will be explored. Prerequisite: BUSI-260.

**3 semester hours****BUSI-281 Business Law I**

An introduction to the legal environment of domestic and international business. Topics include dispute resolution, business torts, business ethics and social responsibility, legal forms of business organization, international business law, employment law, government regulation, administrative law, consumer protection, environmental regulation and antitrust law. (Not restricted to majors in the College of Business.)

**3 semester hours****BUSI-285 Business Law II**

An advanced course in business law with an emphasis on contract law as prescribed by the Uniform Commercial Code. Students will explore the nature and classification of contracts, contract torts and remedies, negotiable instruments, credit regulation, agency relationships, personal property, real property, bankruptcy and landlord-tenant relationships.

**3 semester hours****BUSI-290 International Business**

A study of issues encountered in the global business arena. Coverage includes international trade, marketing, production, human resources, cultural differences and political risk. Intended as a prerequisite to further study and as an overview for the student who wishes to take only one international course. (Not restricted to majors in the College of Business.)

**3 semester hours****BUSI-300 Cost Accounting**

Exploration of the nature, objectives, basic systems and procedures of cost accounting and control; cost-profit volume relationships; standard costs and variance analysis; direct costing; and relevant costs. Prerequisite: BUSI-150.

**3 semester hours****BUSI-301 Organizational Behavior and Change**

This course introduces students to many of the basic principles of human behavior that effective managers use when managing individuals and teams in organization. These include theories relating to individual differences in abilities and attitudes, attribution, motivation, group dynamics,



power and politics, leadership, conflict resolution, organizational culture, and organizational structure and design. Prerequisite: BUSI-160.

**3 semester hours**

**BUSI-311 Auditing I**

An introduction to audit theory, internal control, development of auditing programs, evidential matter and reporting. Special emphasis is given to duties, legal responsibilities and ethics of auditors. Prerequisite: BUSI-265.

**3 semester hours**

**BUSI-315 Auditing II**

Continuation of Business 311, addressing more advanced auditing topics such as audit statements, auditing standards, application of statistical sampling, auditing computerized accounting systems and internal auditing. Prerequisite: BUSI-311.

**3 semester hours**

**BUSI-320 Business Finance**

A study of the financial structure of business institutions. The application of managerial accounting and economic concepts to the solution of the financial problems of the firm. Prerequisite: BUSI-150, ECON-211, or WPI.

**3 semester hours**

**BUSI-333 Business Statistics**

A course designed for students majoring in business. Topics include organization of measurements, determining measures of central tendency, variability, counting, probability, statistical inference, hypothesis testing, simple and multiple regression and correlation, non-parametric methods, and time series. Prerequisite: MATH-113

**3 semester hours**

**BUSI-336 Operation Management**

Analysis of the concepts, theories, and trends in the operation of service and manufacturing organizations. Topics include quality management, customer service, facilities planning, product/service planning, and productivity improvement. Prerequisite: BUSI-160.

**3 semester hours**

**BUSI-343 Data Base Management Systems**

This course is designed to provide the foundations of data base management. Topics include definition of database, storage structures, data access and retrieval, hardware and software considerations, security standards and performance controls. It will explore data base structures in the hospital, coding and classification systems, hardware and software, data access and retention, and security concerns. (Not restricted to majors in the College of Business.) Prerequisite: CSCI-101.

**3 semester hours**

**BUSI-345 Marketing Research**

An introduction to fundamentals of research methodology and use of research information in marketing decision-making. An emphasis is placed on the collection and application of marketing research regarding product development, branding, packaging and promotion. Topics include research design, data collection methods, sampling, tabulation and presentation of research information. Students design and execute a marketing research project. Prerequisite: BUSI-120 or WPI.

**3 semester hours**

**BUSI-350 Consumer Behavior**

A study of consumer activity and the consumer decision making process. This course is designed to acquaint the student with basic behavioral science applications in buyer motivation and behavior. Theories and current research findings are examined so as to understand the behavioral patterns of consumers. Cultural, sociological and psychological influences are considered, in addition to the traditional economic interpretations. Prerequisite: BUSI-120 or WPI.

**3 semester hours**

**BUSI-361 E-Commerce and Web Development**

This course will introduce the student to the basic concepts of the Internet and how to do business via the Internet. It takes into account both the technology aspect and the business aspect as well as legal issues that arise in doing business on the Internet. Students will learn to create and

maintain a website using HTML, DHTML, XML, Java, and FrontPage. The course will also focus on how e-business applications are used for Internet, Intranet, and Extranet based applications. Students will also create a relational database and move it to the internet. Prerequisite: WPI.

**3 semester hours**

### **BUSI-380 Entrepreneurial Finance**

This course covers the financial aspects of small business entrepreneurship for owners of sole proprietorships, partnerships, and small nonpublic corporations. It will focus on: (1) updated financial statement coverage; (2) forecasting definitions and formulas; (3) equipment replacement by using the low cost method; (4) application of operation techniques including capital budgeting and working capital management; (5) use of financial statements for horizontal, vertical, and ratio analysis; and, (6) basic math formulas. Practical applications will include the time value of money and computerized spreadsheet primer using Microsoft Excel.

**3 semester hours**

### **BUSI-390 Special Topics in Business**

Selected subjects, varying offerings, presenting the opportunity for a more detailed examination of a topic than is possible in a general course. May consist of a new and innovative methodology or concept newly developed in the business environment.

**2-4 semester hours**

### **BUSI-410 Federal Income Tax I**

Taxation of individuals and other matters common to both individuals and corporations and partnerships: general tax computation, business and nonbusiness deductions, capital gains and losses, inventories, depreciation, depletion, gross income inclusions and exclusions, disposal of property and installment sales. (Not restricted to majors in the College of Business.)

**3 semester hours**

### **BUSI-415 Federal Income Tax II**

Tax accounting for business and tax entities other than individuals. Topics include taxation as related to corporation, partnerships, decedents, estates, trusts, tax-option, pensions and profit sharing. Prerequisite: BUSI-410.

**3 semester hours**

### **BUSI-420 Advanced Accounting**

Continuation of BUSI-265. Topics covered include partnerships, corporate combination and consolidated financial statements. Prerequisite: BUSI-265.

**3 semester hours**

### **BUSI-422 Digital Marketing**

The purpose of this course is to introduce you to the most current tactics, applications, and trends in digital marketing. In so doing, the student will finish the course with a general understanding of how companies are currently using the internet as part of their marketing plans, and develop the specific skills necessary for carrying out those plans or effectively evaluating the plans of others. Prerequisite: BUSI-120.

**3 semester hours**

### **BUSI-425 Government/Not for Profit Accounting**

A study of the accounting principles applicable to economic units without a profit motive. Emphasis given to budgetary accounting and financial control. Prerequisite: BUSI-265.

**3 semester hours**

### **BUSI-435 Marketing Management**

A capstone integrated study of managerial issues in marketing. Topics will include developing strategic marketing plans, retail management, sales management and management of physical distribution channels. An emphasis will be placed on the practical application of theory through methods such as simulation, case study and field experiences. Prerequisite: BUSI-120 or WPI.

**3 semester hours**

### **BUSI-480 New Entrepreneurship Venture**

This course focuses on identifying the sources of business opportunities, understanding industry characteristics that are more or less favorable for new ventures, generating business ideas, evaluating the feasibility of business ideas, investigating appropriate business models prior to formal business plan development, and developing a business plan.

**3 semester hours**

**BUSI-485 Business Internship**

A work experience in business, usually limited to College of Business majors with junior or senior standing. Prerequisite: Written permission of professor in the student's major field and a prepared action plan (student/professor contract) with grading system and learning outcomes identified.

**3 or 6 semester hours**

**BUSI-495 Strategic Management/Business Policy**

A capstone course where the student is required to exercise the fundamentals gained in all business core and associated course work. Focus areas include: information literacy, business knowledge and industry concepts, logical thinking, creative and critical thinking and comprehensive understanding of the interrelationships among major branches of learning. Prerequisite: Senior standing in the College of Business.

**3 semester hours**

**Chemistry (CHEM)****CHEM-190 Introduction to Chemistry**

This is a course designed to provide students with the foundation to understand chemical phenomena through selected topics. Knowledge of high school algebra or one college mathematics course is recommended. The laboratory is designed to expose the student to the laboratory techniques and to apply scientific methods as means of obtaining information. Prerequisite: Grade of C or better in DEVL-011 or equivalent.

**4 semester hours**

**CHEM-200 General Chemistry I**

This is an introductory chemistry course that focusses on the principles and theories of atomic and molecular structure, chemical bonding, physical and chemical properties of elements along with the basics of Thermodynamics. The laboratory is used to emphasize quantitative chemical analysis. Prerequisite: Grade of C or better, or concurrent enrollment in MATH-113 or equivalent.

**4 semester hours**

**CHEM-210 General Chemistry II**

As a continuation to CHEM 200, CHEM 210 pursues the physical and chemical properties of elements and compounds at an advanced level. The laboratory dwells upon both quantitative and qualitative analysis. Prerequisite: Grade of C or better in CHEM-200 or WPI.

**4 semester hours**

**CHEM-215 Inorganic Chemistry**

This course details atomic structure and chemical bonding alongside the study of the elements in the main body of the periodic table. Laboratory work includes qualitative analysis and the synthesis of several coordination compounds and their characterization. Prerequisite: Grade of C or better in CHEM-210.

**4 semester hours**

**CHEM-250 Analytical and Instrumental Methods**

This course introduces the student to the principles of analytical chemistry and quantitative analysis, along with its application to solutions, reactions and chemical equilibria. The laboratory work deals with quantitative analysis via volumetric and gravimetric analysis. Prerequisite: Grade of C or better in CHEM-210

**4 semester hours**

**CHEM-300 Principles of Organic Chemistry**

This course is designed to introduce the student to the chemistry of organic compounds. Functional groups, nomenclature and organic reactions are covered. in brief. Laboratory work includes. Prerequisite: Grade of C or better in CHEM-210 or WPI.

**4 semester hours**

**CHEM-303 Environmental and Toxicological Chemistry**

Environmental and Toxicological Chemistry is a one semester, 4 credit hour, upper level chemistry/environmental science course. The Goal of this course is for students to gain an understanding and appreciation for the field of chemistry applied to environmental topics and issues. The course focuses on the application of introductory chemical topics for environmental studies and also the chemistry of freshwater systems. This course focuses heavily on freshwater

chemistry and stream chemistry. The chemistry of continental solids and the atmosphere are also discussed. This course is designed to have a field component, and graphing applications in Microsoft Excel are explored. The laboratory experience focuses on wet chemical and instrumental laboratory techniques that are needed to work in an environmental chemistry laboratory. Prerequisites: Grade of C or better in MATH-113 or equivalent, and CHEM-210 or equivalent.

**4 semester hours**

### **CHEM-310 Organic Chemistry I**

Organic Chemistry-1 explores the physical and chemical properties of organic molecules emphasizing their structure and characteristic reactivity via a mechanistic interpretation of their reactions. The laboratory is designed to familiarize the student with the techniques and syntheses of some organic compounds. Prerequisite: Grade of C or better in CHEM-210, or WPI.

**4 semester hours**

### **CHEM-311 Organic Chemistry II**

As a continuation of CHEM-310, this course continues the study of organic molecules via a mechanistic interpretation of their reactions along with spectroscopic interpretation. The laboratory work is also a continuation of the work from CHEM-310; it deals with organic syntheses and analyses of organic compounds. Prerequisite: Grade of C or better in CHEM-310 or WPI.

**4 semester hours**

### **CHEM-315 Physical Chemistry**

This course serves as an introduction to the fundamental physical properties of chemical systems. Topics include Thermodynamics, Chemical Kinetics and Chemical Equilibria. Laboratory work covers the quantitative study of kinetics and thermodynamics. Prerequisite: Grade of C or better in CHEM-215 and CHEM-311.

**4 semester hours**

### **CHEM-350 Instrumental Analysis**

This course is designed to continue the analytical focus of Chemistry 250. A project approach to the study of advanced laboratory techniques and modern chemical instrumental methods. In addition, the course covers the handling and statistical treatment of data and the design, operation, uses and limitations of modern instrumental techniques. Prerequisite: Grade of C or better in CHEM-250.

**4 semester hours**

### **CHEM-370 Biochemistry**

A study of compounds, reactions and processes vital to the functioning of living organisms. The laboratory is used to emphasize the principles and techniques of this study. Prerequisite: Grade of C or better in CHEM-300 or CHEM-311 or WPI.

**4 semester hours**

### **CHEM-390 Special Topics in Chemistry**

A course to present topics not listed as regular offerings. The prerequisites and semester hour credit are dependent on the topic offered.

**3-4 semester hours**

### **CHEM-500 Chemistry Internship**

This special course is only available as opportunities are presented for work/study in an off campus environment. Prerequisites are dependent on the nature of the internship

**1-6 semester hours**

**SPECIAL TOPICS IN CHEMISTRY** (identified by the course number 195 for freshman and sophomore level or 390 for junior and senior level) may become available in certain semesters.

## **Communications (COMM)**

### **COMM-130 Introduction to Public Speaking**

Development of proficiency in oral communication. Construction and extemporaneous delivery of informative and persuasive speeches. Requires a grade of C or above for satisfactory completion.

**3 semester hours**

**COMM-140 Principles of Communication**

This course will explore various aspects of communication theory and includes practical application in the areas of intrapersonal, interpersonal, intercultural, group, organizational, public, mass, and online communication.

**3 Semester hours****COMM-150 Interpersonal Communication**

This course focuses on dyadic (one-on-one) communication, particularly within the context of relationships. Current theories of self-awareness, relationship development and conflict management are highlighted.

**3 semester hours****COMM-155 Introduction to Mass Communication**

This course introduces students to the development, practice and regulation of various mass media types ranging from print to digital media.

**3 semester hours****COMM-160 Analysis and Performance in the Theatre**

Analysis of a play script from the actor's, technician's and director's viewpoints. Translation of the analysis through rehearsal into a fully staged production. Production or rehearsal work required. May be repeated for credit. Prerequisite: WPI.

**1 semester hour****COMM-175 Media Writing**

Principles and practices of writing mass and interactive communication messages in journalism, public relations, advertising, and digital media contexts. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours****COMM-185 Principles and Practices of Public Relations**

Introduction to the basic concepts and principles of public relations. Includes study of the history and development of public relations and the different types of PR jobs as well as examination of the essential role that PR plays for many different types of businesses and organizations such as corporations, governments, non-profit agencies, and educational institutions. Also includes instruction in conducting research on public opinion and creating a PR campaign based on research findings, culminating in the development of a PR campaign for a real-world business, non-profit, or other type of organization.

**3 semester hours****COMM-210 Communication in Health Care**

This course introduces and examines the role of communication within the traditional U.S. health care context - including patient-provider, provider-provider, as well as team/organization level communications. Core course concepts include: understanding various models of communication, highlighting the role of culture in health care and promotion, engaging in assessment/action plan creation, and applying strategies for improved communication as a health care professional.

**3 semester hours****COMM-220 Media Practicum**

This practicum offers hand-on opportunities for students in audio and video production projects for Alderson Broadus University or outside agencies. May be repeated for credit.

**1 semester hour****COMM-230 Media and Society**

This course analyzes how film and other media have addressed social issues in America from 1945-present day. Themes may include, but are not limited to: racism/bigotry, sexism, gender identity, LGBTQIA, criminal justice reform, family, mental health.

**3 semester hours****COMM-240 Argumentation and Persuasion**

This course will provide an introduction to the study and practice of persuasive rhetoric. Students will examine the history/development of persuasive theories, analyze different persuasive campaigns, review the process of developing an argument and conducting research, develop a basic understanding of propaganda and the use of persuasive fallacies versus ethical means of persuasion, and demonstrate using credible research to support their arguments. Prerequisite: COMM-130.

**3 semester hours**

**COMM-251 Advertising**

Theoretical principles and practical techniques for developing contemporary advertising. Application of the basic principles to writing for various media. Tools for analyzing audience reaction and results. Theoretical and practical foundation for persuasion and practical motivation. Examination of broadcast advertising and sales, rate cards, sales package, radio/television ratings.

**3 semester hours****COMM-271 Video Production I**

This course introduces students to the basic operation of video equipment and the foundations needed to create a short video project including: storyboarding, lighting, basic audio/video recording and editing.

**4 semester hours****COMM-340 Non-Profit and Corporate Public Relations Case Studies**

Study of public relations as a management tool, building upon what was learned in COMM-185. Focus on how internal and external PR functions in organizations, with study of many businesses and nonprofit organizations and analysis of many PR campaigns. Students are required to present case studies on organizational PR campaigns throughout the semester. Prerequisite: Grade of C or above in COMM-185.

**3 semester hours****COMM-350 Social Media**

This course provides an overview of various social media platforms, possible advantages/disadvantages of these, and potential applications of social media. This course offers students practical experience developing a social media campaign for a business/organization.

**3 semester hours****COMM-355 Mass Communications Law and Ethics**

This course serves as an introduction to regulatory framework governing mass media as well as ethical issues that concern media and journalists. Topics include, but are not limited to, the following topics: First Amendment rights, slander and libel, intellectual property rights, privacy, credibility and integrity, telecommunication regulations, and reporters' privilege. Prerequisite: Grade of C or above in COMM-155.

**3 semester hours****COMM-370 Video Production II**

Building on the skills and concepts of COMM 271, this course further explores the theory and research of video production. This course focuses on advanced production techniques, including editing and animation. Prerequisite: COMM 217 (passed with C or higher)

**4 semester hours****COMM-380 Communication Theory and Research Methods**

This course analyzes current communication theories and research techniques. Literature reviews and research articles will serve as artifacts for analysis. This course requires students to conduct a pilot study focusing on a communication topic of their choice.

**3 semester hours****COMM-390 Special Topics**

This course offers an opportunity for focused analysis of a current topic/trend. Topics might include: COVID-19 Promotion and Propaganda, Rhetorical Theory, Conflict Resolution, Oral His/Herstory, Linguistics.

**2 semester hours****COMM-460 Senior Project in Communication**

Field or library research project in speech, theater, or broadcast. Prerequisites: Upper class status and WPI.

**3 semester hours****COMM-490 PR/Communication Campaigns**

PR/Communication Campaigns is the capstone class for public relations, mass communication, and journalism and professional writing majors. The course takes a hands-on approach to planning for integrated marketing communications. The entire class will work as a full service public relations/advertising agency to develop a complete integrated communication plan, which includes research, goals and objectives, implementation, and evaluation, for a non-profit organization. Working with a real or hypothetical client, the class will work to prepare a strategic communication



plan that meets the needs of the client and key constituents. The final project is to create a professionally produced plan that will be presented to the client. Through completion of the project, students will apply fundamental public relations skills, learn to work with a team, and gain experience solving communication related problems. Prerequisites: Journalism and Professional Writing, Mass Communication, and Public Relations will take this course during their final spring semester. All students must have completed the following courses: COMM-175 and BUSI-345. PR majors are required to have taken COMM-185 and COMM-340 before this course.

**3 semester hours**

#### **COMM-495 Communication Internship**

This course offers students a guided, hands-on learning experience outside of the traditional classroom. Students locate a non-profit/profit organization, business or other agency willing to take on/facilitate an intern. An on-campus advisor facilitates the off-campus experience. Prerequisites: Upper-class status and WPI.

**3-6 semester hours**

### **Computer Science (CSCI)**

#### **CSCI-101 Introduction to Computers**

This course provides an overview of several commonly used computer applications. This course will focus on understanding the uses and limitations of various software applications in the Microsoft Office suite. The main software applications used will be Word, Excel, and PowerPoint. 3 Credit Hour Lab-based coursework.

**3 semester hours**

#### **CSCI-102 Business Application Development**

This course prepares students to be able to create business applications using MS Access. The students will then learn how it all starts by collecting information about the business application and analyze this information to assure its integrity, completeness, and fitness to the business requirements. After learning the basics of database design using MS Access, students will learn how to design a data model and implement it in MS Access. They will also learn how to design application interface to control their data models and how to design business reports and execute them.

**3 semester hours**

#### **CSCI-103 Programming with Visual Basic**

This course will teach students the means to create windows applications using Microsoft Visual Basic. Students will also learn about the components of a Windows application and the anatomy of a form element. Step by step, they will get to design new forms and write code to utilize the form elements. After learning about the basic data types, they will learn the basic control structures. They also get to build applications with multiple forms with different styles and integrate them into one application.

**3 semester hours**

#### **CSCI-110 Introduction to Computer Science**

This course introduces students to their first programming language. The topics focus on introductory computer science concepts such as: constants and variables, primitive types and objects, conditional and branch instructions, iterations, and method use and declaration. It also teaches elements of a high-level programming language and concepts of algorithm development. Emphasis on good programming style. Lecture 3 hours, 1 credit hour laboratory for 3 hours per week.

**4 semester hours**

#### **CSCI-120 Object Oriented Programming**

This course is an introduction to the programming techniques and concepts of Object-Oriented Programming. Focus will be on advanced programming techniques such as Encapsulation, Inheritance, and Polymorphism, along with a practical introduction to elementary data structures. Prerequisite: Grade of C or better in CSCI-110. Lecture 3 hours, 1 credit hour laboratory 3 hours per week.

**4 semester hours**



**CSCI-130 Computer Organization and Architecture**

This course provides basic knowledge of computing systems and introduces their components and interfaces to software, in addition to assembly language programming. Through this course, students will learn about computer parts and data representation and flow among these parts. The students will also learn logic gates and logic circuit design. They will learn how to create assembly language programs. We will use this language to better understand the differences between high-level and low-level programming languages. Through it, we will also be able to see programs and data in a way that more closely related on a hardware level. Students will also learn how to program a structured program in Assembly using Jump instructions. Prerequisite: Grade of C or better in CSCI-110.

**3 semester hours****CSCI-160 Operating Systems**

In this course, students learn about operating system design principles and common features. They will gain the ability to analyze, explain, critique, and use the design elements and components of any computer operating systems. A special focus will be given to in-depth knowledge of process, memory, and storage management. Advanced topics will also include protection and security, virtual machines, and introduction to distributed systems. Prerequisites: Grade of C or better in CSCI-120 and CSCI-130.

**3 semester hours****CSCI-210 Fundamental Software Design**

This course focuses on teaching common practices, patterns and their application to modern software development practices. Major topics include Design Patterns, Software Development Models, and major software design tools and environments. Prerequisite: Grade of C or better in CSCI-120 or WPI.

**3 semester hours****CSCI-220 Software Engineering**

This course introduces concepts and techniques relevant to the production of large software systems using traditional and modern software engineering practices and methodology. Topics include software process, Requirements engineering, Software Design, Software Quality Assurance, and Software testing, in addition to professional practices. Prerequisite: Grade of C or better in CSCI-210.

**3 semester hours****CSCI-240 Web and Mobile Application Development**

The course provides in-depth knowledge on web application development and introduces the key concepts of developing mobile applications. Topics will include HTML5 layout and address how to structure pages with CSS3. It also covers JavaScript language and framework, jQuery and jQuery Mobile. Prerequisite: Grade of C or better in CSCI-110.

**3 semester hours****CSCI-245 Computer Networks**

This course will provide students with a broad overview of computer networks. The theory behind the implementation of popularly used frameworks will be explored and students will take part in utilizing networking hardware. Industry terms and standards will be studied as well as diagramming techniques. Students also will gain in-depth knowledge and skill sets in network protocol layers and sub-protocols. Prerequisite: Grade of C or better in CSCI-110.

**3 semester hours****CSCI-315 Theory of Computation**

For many computer science students, skills are taught from a physical perspective. Though there is much to be gained from this practice, it is still necessary to consider computing from a theoretical perspective. This course will cover key principles in both language and computational theory. More specifically we will be exploring computational theory in parts, automata theory and languages, computability theory, and complexity theory. At the conclusion of this course, students will be more capable of “thinking” like a computer. They will be able to apply the content from this course in a way that will better allow them to formulate solutions to real-world problems in their professional careers. Prerequisites: Grade of C or better in CSCI-110 and MATH-166 or WPI.

**3 semester hours**

**CSCI-330 Data Structures and Algorithms**

This course will cover advanced data structures and algorithmic analysis from a theoretical and practical perspective. Data Structures covered will include: Trees, Graphs, and Hash Maps. Algorithmic focus will consist of the following topics: Big-O Notation, Graph and Tree Algorithms, Greedy Algorithms, Divide and Conquer Algorithms, and Dynamic Programming. Prerequisites: Grade of C or better in CSCI-120 and MATH-167 or WPI.

**3 semester hours****CSCI-340 Data Base Management Systems**

This course is designed to introduce students to modern database design philosophies. It begins with an overview of fundamental relational database concepts, delves into modern relational database principles, and ends with modern alternatives to relational databases. Through this course, students will learn the fundamental theories of database modelling with extension to high level database models. Students will also be exposed to relational database programming using Structured Query Language (SQL) and advanced topics on relational databases including JDBC, PHP, XML, XSLT, and others. In this course, students will also learn to write programs, analyze data, and perform administrative techniques for relational database. Prerequisite: Grade of C or better in CSCI-330.

**3 semester hours****CSCI-390 Special Topics in Computer Science**

This course will offer a more detailed examination of various topics not included by other courses. Topics will vary and can be taken multiple times for credit if topics differ. Prerequisite: Grade of C or better in CSCI-120.

**3 semester hours****CSCI-410 Programming Languages**

Programming language compilers are essential tools for developing software systems. The principles of programming language design and compiler theory are necessary infrastructural elements that helps students build strong programming skills. This course provides introduction to the design and implementation of programming languages and explores the principles, algorithms, and data structures involved in the design and construction of compilers. Topics include elements of programming languages, syntax, semantics, lexical analysis, context-free grammars, and code parsing techniques. Prerequisite: Grade of C or better in CSCI-315.

**3 semester hours****CSCI-420 Computer Graphics**

This course provides an introduction to computer graphics using the state-of-the-art technology of OpenGL. Through this course, students will gain knowledge about the different computer graphics skills. Then the students will be introduced with the OpenGL technology to learn about basic drawings such as dots, lines, curves, fill-areas, and their attributes. Gradually, the course will navigate through the OpenGL functionalities and learn about its primitive functions. The students will learn some selective algorithms about these graphics' primitives. Geometric transformation of graphics will also be covered. We will learn how to transform graphics in the 2D and the 3D spaces. These transformations will prepare the students for the computer animation which we will also cover in this course. The students will then learn about complex objects and their representations, Illumination and surface rendering, and texturing and coloring. Finally, the students will get to learn about interactive graphics and input/output operations. Prerequisites: Grade of C or better in CSCI-120 and MATH-166.

**3 semester hours****CSCI-430 Information Assurance and Security**

The course focuses on a set of techniques and processes to protect information and information systems by ensuring their confidentiality, integrity, and availability. The topics include access control, defensive programming, threats and attacks, network security, and web security. Prerequisite: Grade of C or better in CSCI-245.

**3 semester hours****CSCI-440 Distributed Computing**

This course is a survey of various topics in the field of Distributed and Parallel Computing. This survey covers the basic conceptual topics of Parallelism, Concurrency, Atomicity, and Consistency

to major implementations such as Cloud Computing and Parallel applications and algorithms. Prerequisite: Grade of C or better in CSCI-160 or WPI.

**3 semester hours**

### **CSCI-450 Artificial Intelligence**

This course is a survey of various topics in the field of Artificial Intelligence. This survey covers the basics of the start of the field of AI from the early thought experiments of Turing to modern AI techniques of Genetic programming and heuristic searching. This survey will cover both conceptual and implementation details relevant to the field of AI. Prerequisite: Grade of C or better in CSCI-330 or WPI.

**3 semester hours**

### **CSCI-490 Senior Design Seminar**

Students in teams determine either a research project or a client-based project and begin determining the project outcomes. In this course, students investigate project choices and discover their area of interest. At the end of the course students will provide a written report and presentations of the goals of the project and a plan for achieving these goals. Prerequisite: Grade of C or better in CSCI-220.

**1 semester hour**

### **CSCI-491 Senior Design**

Student will meet with various constituents (clients, advisors, teams) to complete their chosen project. In this course, the students work in teams to accomplish their research or client-based projects. Upon completion of the project, students will analyze the results and communicate their conclusions through presentations and a formal research paper or project report. Prerequisite: Grade of C or better in CSCI-490.

**2 semester hours**

## **Criminal Justice (CJUS)**

### **CJUS-200 Introduction to Criminal Justice**

This course is designed to acquaint students with the work, professions, and types of organizations in the law enforcement field. The course reviews the conditions associated with the etiology of crime and criminal behavior, types of crime, and contemporary theories of criminology.

**3 semester hours**

### **CJUS-210 Crime and Deviant Behavior**

This course is designed to survey the broad topic of crime and deviant behavior. It reviews the definitions of deviance from a human and personal perspective and considers what it means from theoretical, social, and legal perspectives. The course covers in some depth particular areas of deviance such as specific crimes, legal and illegal drug use, sexual deviance, physical deviance, cognitive deviance, and mental illness. Finally, the ideological, ethical, and moral implications of deviance are reviewed.

**3 semester hours**

### **CJUS-300 Law Enforcement and Police Operations**

This course is an overview of the foundations of American Law Enforcement and includes a review of the history, organizational structure, police practices, and issues faced by police organizations in the United States. Prerequisite: CJUS-210.

**3 semester hours**

### **CJUS-320 Corrections in the 21st Century**

This course provides a historical review and survey of contemporary correctional systems in the United States. Prisons have been a major institution within the law enforcement system in the industrial world for many centuries. However, prisons have undergone great expansion since the 1990's in the US and have become a political force on their own. Nonetheless, it is widely recognized that continuing the expansion of prisons beds, if politically expedient, is not sustainable economically and that prisons may have an overall detrimental effect on many of the inmates in them. Therefore, there is a growing community corrections movement seeking alternative community programs to imprisonment.

**3 semester hours**

**CJUS-340 Principles of Criminal Law**

This course covers the history, development, structure, and interpretations of criminal law, elements of a crime, parties to a crime, and types of offenses. Also covered are the scope, purpose, and definition of the criminal law in general, including the study of crimes against the person, property, and other offenses.

**3 semester hours**

**CJUS-390 Special Topics in Criminal Justice**

Selected subjects, varying from offering to offering, present the opportunity for a more detailed examination of a topic than is possible in a general course.

**2-4 semester hours**

**CJUS-400 Criminal Investigations**

This course provides a comprehensive overview of the principles and practices of criminal investigations across a wide range of crimes, including methods, issues faced in criminal investigations, and the basic principles important to protect evidence and the integrity of investigations. Prerequisites: CJUS-210 and CJUS-300.

**3 semester hours**

**CJUS-410 Ethics in Criminal Justice**

This course addresses the individual's responsibility to act morally and ethically using virtue theory. The course focuses on the strengths of morally good professionals and ways that students and professionals develop and exercise ethical moral judgments. Major system influences on criminal justice ethics are covered and case studies are used to illustrate the many situations and conditions that present ethical challenges to criminal justice professionals.

**3 semester hours**

**CJUS-450 Criminal Courts and Procedures**

An examination of the structure and administration of criminal courts and the procedures followed by them. Areas of emphasis include pretrial proceedings; the roles of the prosecution, defense, and judges; trial processes; and sentencing and appeals.

**3 semester hours**

**CJUS-500 Field Placement**

This course provides the opportunity for students to gain experience in a law enforcement organization. Typically, this requires a student to work 8 hours per week during the semester. Approval by the student's major advisor and field placement supervisor is required.

**3 semester hours**

**CJUS-550 Seminar in Criminal Justice**

A capstone seminar in criminal justice with a focus on examination and analysis of controversial criminal justice issues. Topics of study will vary depending on the interests of the students. A major research paper will be required. Attention will also be given to career or graduate preparation and placement.

**3 semester hour**

**Cyber Security (CSEC)****CSEC-111 Intro to Computer Security**

Due to the continuous increase of world reliance on information technology and communication, cyber security is becoming the first line of defense against security threats and malicious attacks. This course provides basic knowledge of and background to computer security at both the software and network levels. It enables students to develop their understanding of basic concepts of network security protocols, public and secret key cryptography, active and passive attacks, data privacy, secure communications, and secure software design.

**3 semester hours**

**CSEC-221 Network Security**

Network security aims to monitor and prevent illegal access, misuse, or modification of network-accessible resources. This course covers network security by focusing on the network protocol design and support for secure communication and protected network resources. After describing the main network threats, the course teaches IPsec, SSL/TLS, EAP and DNS-Sec protocols. The students will also learn about the TCP and DNS attacks and protection methods. In addition, they

will learn about different types of encryption-based and configuration-based attacks and protection methods. Prerequisites: Grade of C or better in CSCI-245 and CSEC-111.

**4 semester hours**

### **CSEC-231 Software Security**

Software security aims to design and implement secure software that protects its data and resources. This course covers the concepts of software vulnerabilities and the different threat models that can lead to malicious activities and cyber-attacks. The course also covers software engineering practices for developing secure software systems. In this course, students also will learn how to evaluate software process security and the suitable types of software metrics. Prerequisites: Grade of C or better in CSCI-130 and CSEC-111.

**3 semester hours**

### **CSEC-341 Web Security**

Exchanging information over the Internet can lead to a high risk of intrusion or fraud. Internet security aims to assure browser security as well as network application layer security. The objective of Internet security is to establish rules and measures to use against attacks over the Internet. This course covers the main threat models of internet security and safety. Examples of threats to be covered are phishing, spoofing, DoS, Cross site scripting, cross site request forgery, script hacking, and malware. In addition, the course will provide highlights regarding cybercrime ware and cyberwarfare. Prerequisite: Grade of C or better in CSEC-221.

**4 semester hours**

### **CSEC-351 Information and System Security**

Information security aims to protect information confidentiality, availability, and Integrity by preventing unauthorized access, disruption, and modification. This course covers the major Internet and system security practices. In this course, students will learn about user authentication, authorization, access control models, and reference monitors. They will also learn about the Bell-LaPadula model for system security and about UNIX and Windows operating system security models. In addition, the course will cover database system security. The course will also provide knowledge on modern authentication models using different biometric measures. Prerequisite: Grade of C or better in CSCI-160.

**3 semester hours**

### **CSEC-371 System Administration**

This course provides hands on experience with operating, managing, and maintaining common computing and networking systems and devices. Computing devices include servers, workstations, mobile devices, and cloud systems. The students will learn the differences between and the main methods for managing and maintaining these systems. The course will also teach the details of account management, password policies, and authentication methods in these systems. System maintenance will be covered through learning the logging and auditing, backup and recovery, updates and patching. Network devices, such as routers, switches, and gateways, will also be studied in detailed practices. Prerequisites: Grade of C or better in CSCI-160 and CSCI-245.

**4 semester hours**

### **CSEC-390 Special Topics in Cyber Security**

Due to the fast increase in cyber security threats today, the cyber-security science is striving to produce more protection techniques and security solutions. This course teaches state-of-the-art developments in cyber security. The course topic and details will be determined by the cyber security professors at the time of teaching. Prerequisites: variable.

**3 semester hours**

### **CSEC-406 Cryptography**

Cryptography is a computing and mathematical science that provides techniques for secure communication. Cryptographic techniques mainly construct encryption and decryption methods to protect private communication messages. This course begins by providing an overview of classical encryption techniques. Then it teaches students block and stream cyphers and public key cryptography. Cryptographic hash functions and their use in message authentication is then covered. The course will provide teachings on digital signatures and key establishment and authentication methods. Prerequisite: Grade of C or better in CSCI-330.

**3 semester hours**



**CSEC-411 Cyber Risk Management**

Due to the wide-open technological systems in today's world, cyber security risk management is becoming an important security practice. Cyber risk management involves analyzing, quantifying, and controlling cyber threats. This course provides cyber risk quantification techniques using standard security policies and common security metrics. Based on threat classification and identification and cost benefit analysis, cyber security professionals can decide how to proceed against an organization's cyber threats. The course will cover these methods in addition to further advanced techniques of cyber security management. Prerequisite: Grade of C or better in CSEC-111.

**3 semester hours****CSEC-421 Secure Healthcare Informatics**

Due to the confidentiality of patient information and high value of medical resources, healthcare systems are becoming important targets for cyber hackers and attackers. This course explains the details of healthcare resources and processes. It also describes the roles of information technology in this healthcare process. The course then explains the main challenges of healthcare information privacy. Cyber security practices that protect this information privacy will be explained in detail in this course. Prerequisite: Grade of C or better in CSEC-111.

**3 semester hours****CSEC-431 Ethical Hacking**

Ethical hacking science prepares cyber security experts, using skills and methodologies, to ensure the information system security of organizations. This course provides teachings on hacking tactics such as information gathering, network reconnaissance, target enumeration, and port scanning. The course also teaches vulnerability assessment and network sniffing. In this course, students also will learn about the methodologies of penetration testing, remote client exploitation, post exploitation methods, and wireless hacking. The course will also provide some highlights on social engineering. Prerequisite: Grade of C or better in CSEC-341.

**4 semester hours****CSEC-441 Digital Forensics**

Digital forensics science encompasses the investigation and recovery of digital devices related or subject to cybercrimes. This course illustrates the main cybercrime and warfare threats and provides fundamental principles and legal considerations for digital forensics analysis. The course will also provide the main considerations for digital evidence handling. The course will then provide teachings on digital forensics techniques in multiple computing environments. These environments are computer and embedded systems, and network and internet. The course will also teach the students about memory forensics and forensic data analysis. Prerequisite: Grade of C or better in CSEC-341.

**3 semester hours****CSEC-451 Security Operation Technology**

Hardware and Software technologies strive to keep pace with the growth of cyber security threats. These technologies include firewalls, intrusion detection systems, antivirus systems, and botnets. This course covers these technologies in addition to some others. The course provides methodologies for network traffic analysis and packet filtering. It also covers intrusion detection methods on the host and network levels. The course also provides knowledge on intrusion prevention and malware analysis. Prerequisite: Grade of C or better in CSEC-341.

**4 semester hours****CSEC-480 Internship in Cyber Security**

Cyber-security is getting more attention in today's industry than ever before. Hundreds of companies and government organizations hire cybersecurity professionals to protect their assets and stand as a line of defense against attackers. Internships provide students the opportunity to work closely with industry professionals and experts. Prerequisite: Grade of C or better in CSEC-111.

**3 semester hours**

## Developmental Courses (DEVL)

*NOTE: These courses do not count toward graduation credit requirements.*

### DEVL-010 Developmental Reading

The purpose of this course is to provide students with an opportunity to study the reading process and practice strategies to improve reading comprehension, speed, and vocabulary. *NOTE: Students earning a 17 or below on the ACT, or an SAT Verbal score of 440 or below, are required to enroll in this course. NOTE: This course does not count toward graduation credit requirement.*

**2 semester hours**

### DEVL-011 Developmental Math

A course intended for those who lack sufficient algebraic skills to succeed in the college mathematics or science courses. Topics include order of operations, variables, polynomials, algebraic expressions, linear equations and graphs, factoring, proportions and percents. Placement: ACT Math Score below 21 or SAT Math below 500. Students may take the Math Challenge Examination to test out of the course. Grade of C or better to progress. *NOTE: This course does not count toward graduation credit requirements.*

**3 semester hours**

### DEVL-018 Developmental English

Refinement of basic writing skills required for successful college writing. Classes and individual conferences with the instructor. Placement: ACT English Score below 18 or SAT Verbal below 400. Students may take the English Challenge Examination to test out of the course. *NOTE: This course does not count toward graduation credit requirements.*

**3 semester hours**

### DEVL-019 Developmental English Lab

Refinement of basic writing skills required for successful college writing. Classes and individual conferences with the instructor. Instruction for compositions of a variety of lengths, learning basic parts of the English language and their uses. The lab provides information and practice to help students with problems of sentence structure, grammar, and mechanics. Placement: ACT English Score below 18 or SAT Verbal below 400. Students may take the English Challenge Examination to test out of the course. The lab must be taken concurrently with ENGL-190. *NOTE: This course does not count toward graduation credit requirements.*

**1 semester hour**

### DEVL-020 Applied Learning Skill Development

This course is designed to provide direct monitoring as students apply their own learning styles and processes to the essential study skills needed for academic success, and to assist students who require a second opportunity to rehabilitate unsatisfactory academic performance. *NOTE: Students who are on academic probation for the second time are required to enroll. NOTE: This course does not count toward graduation credit requirements.*

**1 semester hour**

### DEVL-085 English as a Second Language

Designed to help students for whom English is a second language. Focus on all four language skills: listening, speaking, reading, and writing, with a cultural component. Grammar emphasized to refine basic writing skills required for successful writing in college. Opportunity for students to raise their level of proficiency in English regardless of their current proficiency. Goal is to improve students' ability to communicate in English in both oral and written work. Limited to students for whom English is a second language. Grading: Satisfactory or Unsatisfactory. *NOTE: This course does not count toward graduation credit requirements.*

**3 semester hours**

## Economics (ECON)

### ECON-201 Macro-Economics

An introduction to national income accounting and determination, the circular flow diagram, inflation and unemployment, and fiscal policy. Discussion of monetary institutions and policy, economic growth and development, and international trade and finance. (Not restricted to majors in the College of Business).

**3 semester hours**



**ECON-211 Micro-Economics**

An introduction to the theories of price, production, and cost. Study of different market forms, government and the price system, and resource markets; introduction to economic analysis and reasoning. (Not restricted to majors in the College of Business.)

**3 semester hours****ECON-390 Special Topics in Economics**

Selected subjects, varying offerings, presenting the opportunity for a more detailed examination of a topic than is possible in a general course. May consist of a new and innovative methodology or concept newly developed in the economic environment.

**3 semester hours****Education (EDUC)****EDUC-050 Alderson Broaddus Education Lyceum**

This course will provide a structure by which students' observation of and participation in various aspects of the education field and related activities may be monitored. Students meet the requirements of this course by attending or participating in specified workshops. The particular requirements for any given semester are determined by the College of Education faculty. Restricted to education majors only and a minimum of eight registrations must be successfully completed for graduation. Grading is Satisfactory or Unsatisfactory.

**0 semester hours****EDUC-170 Foundations of Public Education**

This course will allow students and teacher candidates to analyze and evaluate the historic background, traditions, organizational principles, policies, and the function of the public school within the current context of change caused by the influences of multicultural factors as demonstrated by shifts in public policy, demographics, perceptions and mores of the American public, and their eventual role within this system as possible teachers. A 10-hour laboratory experience is required as part of the course.

**3 semester hours****EDUC-190 Educational Technology Applications**

This course will provide "hands-on" experience with instructional technology resources to develop the skills necessary to integrate the use of computers and other technology tools in classroom instruction and professional communications. Included will be an extensive exploration of available instructional software, popular search engines and subject directories, and Internet sites. This course will examine the importance of critical evaluation and management of resources. It will also introduce contemporary communication systems (Email, World Wide Web, wikis, blogs, podcasts, distance learning and video conferencing). Skill will be demonstrated through class projects.

**3 semester hours****EDUC-221 Math for Elementary Teachers I**

A course designed to increase the level of mathematical competence in teacher candidates. Topics include the extension of number systems to the real numbers, properties of ratios, number theory, decimals and percent. Prerequisite: May be taken concurrently with Developmental Math.

**3 semester hours****EDUC-222 Math for Elementary Teachers II**

Further development of mathematical concepts needed by teacher candidates. Topics include probability, statistics, relations and functions, and geometric principles. Prerequisite: Grade of C or better in EDUC-221.

**3 semester hours****EDUC-230 Elementary Creative Arts**

Elementary Creative Arts is a course designed to meet the visual and performing arts information necessary for students and teacher candidates to incorporate the visual and performing arts in their settings as stand-alone lessons or integrated into other content area lessons. The course will provide an overview of the field of creative arts and will provide students and teacher candidates with hands-on approaches to music, art, and movement.

**3 semester hours**

**EDUC-255 Children's Literature**

Children's Literature is designed to assist students and teacher candidates to become familiar with the field of literature for children from P-8. The course will examine the history of children's literature and the current issues and trends in the field as well as critiquing the literature through many lenses/perspectives. Students and teacher candidates will learn a variety of methods for engaging children in literature.

**3 semester hours****EDUC-260 Educational Psychology**

Educational Psychology acquaints teacher candidates with the stages of human development - physical, social, emotional, intellectual, and moral and how these play a role in the teaching strategies chosen to meet the developmental needs of a wide diversity of P-12 learners. A 15-hour laboratory experience is required as part of the course. Prerequisites: Successful completion (a C or higher) of the following courses: EDUC-170, EDUC-190, and SPED-100. Prior to enrolling in EDUC-260 and in order to take this course, all course participants are required to attempt (but not necessarily pass) the ETS Praxis Core Academic Standards for Educators (CASE).

**3 semester hours****EDUC-288 General Methods**

This course is intended to give students and teacher candidates the opportunity to develop skills in planning, assessment, and management for instruction and teaching in the P-12 classroom. Students will develop skills in teaching, classroom management, student assessment and instructional strategies that are part of the instructional experience. Students and teacher candidates will develop a knowledge base in methods that will allow the prospective teacher to choose from a variety of strategies needed to deliver knowledge to a diverse group of learners. A 20-hour laboratory experience is required as part of the course. Prerequisite: Successful completion of EDUC-260 with a C or higher, or taken concurrently.

**3 semester hours****EDUC-301 Co-teaching**

This course is designed to assist teacher education candidates to develop the knowledge, skills, and methods for teaching a wide diversity of students in the general education classroom with another teacher in co-planning, co-teaching, co-reflecting, and co-assessing. Methods of co-teaching will be explored as these relate to inclusive teaching methods and strategies for children with varied skills, needs, and exceptionalities in elementary, middle, and secondary school settings. A 15-hour laboratory experience is required as part of the course. Full admission to TEP required.

**3 semester hours****EDUC-313 Physical Education Methods — PreK-Elementary Learners**

The purpose of this course is to give teacher candidates an opportunity to develop skills in planning for instruction and decision making in elementary physical education. Practice in the use of teaching strategies, classroom management, and student assessment and evaluation procedures for student progress will be done. A 10-hour laboratory experience is required as part of the course. Full admission to TEP required.

**1 semester hour****EDUC-317 Health Education Methods — PreK-Elementary Learners**

The purpose of this course is to give teacher candidates an opportunity to develop skills in planning for instruction and decision-making in elementary health education. Students will practice the use of teaching, formulation of goals and objectives, teaching strategies, classroom management, pupil assessment and evaluation procedures for student progress. A 10-hour laboratory experience is required as part of the course. Full admission to TEP required.

**1 semester hour****EDUC-320 Middle Schools: Design and Issues**

This course is a seminar on middle school curricular and facility design, and current issues in middle childhood education. The primary focus is on understanding the changing developmental needs of middle school students and how the environment determines the success of teaching strategies for these learners. A 15-hour laboratory experience is required concurrently with this course. Full admission to TEP required.

**3 semester hours**

**EDUC-323 Physical Education Methods**

Physical Education Methods provides Physical Education majors with an opportunity to develop skills in designing, implementing, and reflecting upon the instructional process with students from PK-12. Candidates will practice and reflect upon planning for teaching, the use of content specific teaching strategies, student assessment, and classroom management. Thirty (30) hours of field experience is required with this course.

**3 semester hours****EDUC-324 Science Methods — Grade 5-9 Learners**

Taken concurrently with general methods and laboratory experiences. Prerequisite: READ-300, full admission into teacher education program. 10 Hours Field Experience in Public Schools is required.

**1 semester hour****EDUC-325 Social Studies Methods — Grade 5-9 Learners*****Inactive Course***

*Taken concurrently with general methods and laboratory experiences. Prerequisite: READ-300, full admission into teacher education program. Field Experience in Public Schools is required.*

**1 semester hour****EDUC-327 Health Education Methods**

Health Education Methods provides Physical Education majors who are seeking the Health Education endorsement with an opportunity to develop skills in designing, implementing, and reflecting upon the instructional process with students from PK-12. Candidates will practice and reflect upon planning for teaching, the use of content specific teaching strategies, student assessment, and classroom management. Thirty (30) hours of field experience is required with this course.

**3 semester hours****EDUC-333 Physical Education Methods — Grade 5-Adult Learners**

The purpose of this course is to provide teacher candidates an opportunity to develop skills in planning for instruction and decision making in middle school and high school physical education. The teacher candidates will practice the use of teaching strategies, classroom management, pupil assessment and evaluation procedures for student progress. A 10-hour laboratory experience is required as part of this course. Full admission to TEP required.

**3 semester hours****EDUC-337 Health Education Methods — Grade 5-Adult Learners**

The purpose of this course is to provide teacher candidates an opportunity to develop skills in planning for instruction and decision-making in middle school and high school health education. Teacher candidates will practice the use of teaching strategies, classroom management, and content management, formulation of goals and objectives, pupil assessment and evaluation procedures for student's progress. A 10-hour laboratory experience is required as part of this course. Full admission to TEP required.

**1 semester hour****EDUC-410 Mathematics in the Elementary School**

This course is designed to introduce skills of pedagogy necessary to teach mathematics at the elementary level. Class sessions are a combination of lecture and hands-on experiences. A 10-hour laboratory experience is required as part of this course. Prerequisites: Full admission to TEP is required, and a grade of C or better in MATH-113, EDUC-221 and EDUC-222.

**3 semester hours****EDUC-411 Elementary Science Methods**

This course is designed to introduce skills of pedagogy necessary to teach science at the elementary level. Class sessions are a combination of lecture and hands-on experiences. A 10-hour laboratory experience is required as part of this course. Prerequisites: Full admission to TEP is required, and a grade of C or better in BIOL-110, NSCI-185 and NSCI-190.

**3 semester hours****EDUC-412 Elementary Social Studies Methods**

This course is designed to introduce skills of pedagogy necessary to teach social studies at the elementary level. Class sessions are a combination of lecture and hands-on experiences. A 10-hour laboratory experience is required as part of this course. Prerequisites: Full admission to TEP

is required, and a grade of C or better in ECON-201, GEOG-200, HIST-160, HIST-200, HIST-210, POLS-200, and SOCI-190.

**3 semester hours**

**EDUC-435 Social Studies Methods — Grade 9-Adult Learners**

This course is designed to provide teacher candidates with specialized knowledge of how students understand social studies and how instructors deliver content. These are essential to the teaching/learning process and is the focus of this course. This course integrates theoretical knowledge and practical experience towards authentic learning experiences. A 30-hour laboratory experience is required as part of this course. Full admission to TEP required.

**3 semester hours**

**EDUC-485 Clinical Experience**

Culmination and synthesis of professional study through directed observation and supervised teaching in assigned areas and at appropriate levels. Students spend a 15-week minimum in the public schools in their program content area(s) and with the appropriate grade level(s). Prerequisite: criteria met for Residency. Concurrent with EDUC-490 and EDUC-495.

**1-12 variable semester hours**

**EDUC-490 Education Capstone**

This course, consists of interns completing a Teacher Performance Assessment which requires interns to draw on pedagogical and content pedagogical knowledge to plan and deliver instruction that builds on each students' strengths, needs and prior experiences, providing credible evidence of student impact. Prerequisite: criteria met for Residency. Concurrent with EDUC-485: Residency, and EDUC-495: Education Seminar.

**1 semester hour**

**EDUC-495 Seminar in Teaching**

This course provides a forum for discussion of the ethical and professional role of the teacher and its application to the solution of problems occurring during the period of residency. Students will complete preparation for job seeking while building a professional portfolio. Prerequisite: Criteria met for Residency. Concurrent with EDUC-485: Residency, and EDUC-490: Education Capstone.

**1 semester hour**

**EDUC-501 Student Teaching**

This course is open to persons seeking, or who already hold the bachelor's degree with certification, and are seeking additional certification. Variable credit is based on a proposal written by the advisor in which the request lists the previous teaching experience or certification.

**1-12 semester hours**

**SPECIAL TOPICS IN EDUCATION** in this area (identified by the course number 195 for freshman and sophomore-level, 390 for junior and senior-level) may become available in certain semesters.

**English (ENGL)**

(See also Journalism)

**ENGL-190 Freshman Composition**

Refinement of basic writing process from prewriting to final draft. It includes short essays and documented papers with emphasis on logic, clarity, coherence, and effectiveness. Correct usage and refined sentence structure studied as needed. Requires a grade of C or above for satisfactory completion. Prerequisite: Successful completion of DEVL-018 or equivalent competence.

**3 semester hours**

**ENGL-200 Advanced Composition**

Attention to refinement of language usage, development of individual style, and competence in the writing of critical, analytical, and persuasive essays, with some essays requiring research and documentation. Requires a grade of C or above for satisfactory completion. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours**

**ENGL-220 Appalachian Literature**

Consideration of the literature and culture of Appalachia and the nature of literature itself. It includes reading, listening, visiting lecturers, and discussion. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours**

**ENGL-225 Ethnic Literature in the United States**

Reading and discussion of the literature of a number of ethnic groups in the United States. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours**

**ENGL-230 Creative Writing**

This class is a study of the creative process and individual application of it in the writing of fiction, poetry, plays, and personal essays. Student writings are critiqued in workshop sessions when available. The class may be repeated for credit. Prerequisite: Grade of C or above in English 190.

**3 semester hours**

**ENGL-240 Practicum in Publication of Creative Work**

Supervised experience on the student editorial board of *InFlux*, the campus literary publication, including submission of creative writing for review, regular workshop reviews and critiques of creative work submitted by others, and assistance in editing the publication. Not limited to English majors. May be repeated for credit.

**1 semester hour**

**ENGL-245 Practicum in Grant Writing**

Supervised experience in grant writing with the Alderson Broaddus Development Office, assisting with research, writing, and editing of grant proposals. May be repeated for credit. Prerequisite: Grade of C or above in ENGL-260.

**1 semester hour**

**ENGL-250 Advanced Grammar**

Study and application of descriptive and structural grammar with particular attention to the application of the principles of grammar to correctness and the refinement of writing style. Includes practice in applying principles of grammar and syntax to editing and teaching situations. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours**

**ENGL-260 Technical Writing**

Application of basic writing skills to create documents commonly found in most workplaces or organizations. It includes practice in writing instructions, descriptions, fliers, letters, reports, and resumes. Requires a grade of C or above for satisfactory completion. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours**

**ENGL-280 Science Fiction**

This course is a study in the history of science fiction from its Ancient Greek precursors to the present. The course pays special attention to the changes the genre's status, from respectable work of the imagination to despised escapist entertainment and back, before becoming a spectrum of subgenres (cyberpunk, weird, "literary," etc.). The interpretation of science fiction texts is thus set within the history of science fiction readers, publishers, and writers, from the earliest SF pulps to massive "convergence culture" science fiction that straddles books, film, TV, and internet fandom. The course format is mixed lecture and discussion. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours**

**ENGL-281 Forms of Literature: Drama**

Examination of drama through reading, viewing, hearing, and criticizing of drama from various periods and movements. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours**

**ENGL-282 Forms of Literature: Nonfiction Prose**

Study of literary nonfiction prose, including the personal essay and autobiography. Students encouraged to emulate models in their own writing. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours**

**ENGL-283 Forms of Literature: Fiction**

Study of elements of fiction (narration, conflict, characterization, theme, atmosphere, tone, style, and symbolism) in short stories, novellas, and/or novels. Students encouraged to use these elements in original writing. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours****ENGL-284 Forms of Literature: Poetry**

Study of the elements of poetry (imagery, sound, rhythm, and form) in traditional and modern poetry. Students encouraged to use these elements in original poetry. Prerequisite: Grade of C or above in ENGL-190 or WPI.

**3 semester hours****ENGL-290 Shakespeare**

Reading, viewing, and discussing representative comedies, tragedies, and histories, and reading and discussing representative sonnets. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours****ENGL-295 Literature of Sport**

Reading, viewing, and discussing representative comedies, tragedies, and histories, and reading and discussing representative sonnets. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours****ENGL-350 Early American Literature**

Reading and discussion of American literature through the end of the Civil War. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-355 Modern American Literature**

Reading and discussion of American literature since the Civil War. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-360 World Literature**

A study of literatures other than American and British, with selected readings from the ancient past to the eighteenth century. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-365 Nineteenth and Twentieth Century World Masterpieces**

Selections from nineteenth and twentieth century literature other than American and British, with a thematic focus that may vary from year to year. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-370 Early British Literature**

A course in British literature from the Anglo-Saxon period through the eighteenth century. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-375 British Literature since 1785**

Reading and discussion of British literature from the beginning of the Romantic Movement to the present. Prerequisite: Grade of C or above in ENGL-190. Recommended for sophomore level or above.

**3 semester hours****ENGL-390 Special Topics in Literature**

Selected and varying subjects presenting opportunity for detailed examination of a topic. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours****ENGL-495 Internship in Professional Writing**

Supervised experience in an on-campus or off-campus office or other appropriate workplace, performing professional writing, editing, design, and/or publication tasks. May be repeated once for credit. Prerequisites: Grade of C or above in ENGL-260, Grade of C or above in JOUR-210, and senior status.

**3 semester hours**



**ENGL-510 Internship in Publication of Creative Work**

Supervised experience as editor of a literary publication, with chief responsibility for publication of *InFlux*, including supervision of a student editorial board in the selection and editing of creative writing submitted by members of the campus community; planning and implementation of format and design; and final production and distribution. Prerequisite: 6 semester hours of ENGL-240, 9 semester hours of ENGL-230, senior status, and WPI.

**3 semester hours**

**Environmental Science (ENVS)****ENVS-210 Environmental Science**

An introduction to the highly interdisciplinary study of environmental science. Topics include: human civilization development and use of energy; non-renewable resources; renewable resources; biodiversity including endangered species, introduced species, and problems facing earth's major ecosystems; soil structure and ecosystem services; the importance, cycling, and use of water; air quality responses to energy use; climate change impacts and mediation. The lab exercises include field and lab components. Lecture 3 hours per week, lab 3 hours per week with field trips. Prerequisites: None. Grade of C or better to progress.

**4 semester hours**

**ENVS-215 Introduction to GIS**

This is an introductory Geographic Information System (GIS) course in which students learn the basic theories and techniques of ESRI ArcGIS. Topics include finding and utilizing GIS data; understanding the basics of vector, raster, and tabulated data; and conducting simple spatial analysis. Lecture 3 hours, lab 3 hours per week. Prerequisite: Grade of C or better in MATH-113 or equivalent. Grade of C or better to progress.

**4 semester hours**

**ENVS-240 Environmental Policy and Regulation**

Environmental law, policies, and regulations are necessary for the protection of human health and the environment. Course outcomes include demonstrated knowledge of the National Environmental Policy Act; Clean Air Act; Clean Water Act; Resource Conservation and Recovery Act; Comprehensive Environmental Response, Compensation, and Liability Act; and Endangered Species Act. Skills emphasized include public speaking. Lecture 3 hours per week. Prerequisite: None.

**3 semester hours**

**ENVS-250 Applied Environmental Regulation**

Students continue to develop their understanding of environmental regulations gained in ENVS-240. Course outcomes include demonstrated knowledge of regulatory requirements of the National Environmental Policy Act; Clean Air Act; Clean Water Act; Resource Conservation and Recovery Act; Comprehensive Environmental Response, Compensation, and Liability Act; and Endangered Species Act. Skills emphasized include public speaking and clerical work associated with environmental regulation. Lecture 3 hours per week. Prerequisite: Grade of C or better in ENVS-240.

**3 semester hours**

**ENVS-310 Applied Remote Sensing**

This course provides students with an applied knowledge of the science of remote sensing and image interpretation. Students will gain hands-on experience working with satellite and aerial data using ESRI Arcinfo and ERDAS Imagine software packages. Topics include google earth interpretation; importing and enhancing satellite data; georeferencing satellite data; classification of image data; and thermal imagery analysis of satellite images. Lecture 3 hours per week, lab 3 hours per week. Prerequisites: None.

**4 semester hours**

**ENVS-315 Advanced GIS**

Students will continue to develop their understanding of geographic information systems gained in ENVS-215. Topics for this course include raster-based spatial analysis, suitability modeling, and geostatistical modeling. Students will use spatial analyst tools such as terrain mapping, watershed analysis, spatial interpolation, and least cost path analysis. Students are expected to solve real



world spatial problems using available GIS techniques and critical thinking. The semester will culminate in a project requiring the student to ask spatial questions and conduct individual analysis in GIS. This course is designed to prepare students for a GIS career or graduate studies in GIS applications. Lecture 3 hours per week, lab 3 hours per week. Prerequisites: Grade of C or better in MATH-113 or equivalent and a grade of C or better ENVS-215.

**4 semester hours**

### **ENVS-325 Geomorphology**

This class is a survey of sedimentology/stratigraphy and fluvial geomorphology as needed for the environmental professionals. Topics discussed will include sedimentary, igneous, and metamorphic rock identification; weathering and soils including soil properties; geomorphic hydrology; hillslope geomorphology; channel development, structure, and function; drainage basin morphology; glacial and periglacial geomorphology; wind as a geomorphic agent; and landscape evolution. The laboratory component involves both laboratory experience and field work. Lecture 3 hours per week, lab 3 hours per week with field trips. Prerequisites: Grade of C or better in MATH-113 or equivalent and GEOL-190.

**4 semester hours**

### **ENVS-330 Environmental Engineering**

Environmental Engineering is the application of structures, equipment and systems that are designed to protect and enhance the quality of the environment and public health. This course examines how environmental engineers apply scientific and design principles to construct clean air, clean water, and waste mitigation systems. Laboratory will focus primarily on engineering technology programs and scientific writing. Lecture 3 hours per week, lab 3 hours per week. Prerequisite: Grade of C or better in ENVS-210.

**3 semester hours**

### **ENVS-335 Watershed Hydrology**

This course is an introduction to surface watershed catchment hydrology. Topics include hydrologic cycle concepts and calculations; precipitation concepts and measurement techniques; evapotranspiration processes; soil physical properties and subsurface flow; streamflow movement; groundwater movement; and the impact of climate change, land use, forest management, and watershed protection on water cycling. The students will also gain experience in statistical analysis, GIS, and field techniques utilized for surface water analysis. Lecture 3 hours. Prerequisites: Grade of C or better in MATH-113 or equivalent and GEOL-190 or ENVS-210.

**4 semester hours**

### **ENVS-345 Environmental Risk Analysis**

Risk analysis integrates toxicology, statistics, and law to make decisions regarding human and environmental health. Course outcomes include demonstrated knowledge of risk assessment, risk management, and risk communication. Skills emphasized include data analysis, public speaking, and conceptual site model development. Lecture 3 hours per week. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210.

**3 semester hours**

### **ENVS-390 Special Topics in Environmental Science**

A variety of unlisted environmental sciences courses may be taught during certain semesters depending on student interests and need. Courses may include summer field trip offerings. Prerequisites vary depending on the course offered.

**3 semester hours**

### **ENVS-420 Wetlands Ecology and Regulation**

Wetlands are unique ecosystems containing life adapted to handle permanently or seasonally flooded conditions. Course outcomes include demonstrated knowledge of hydrology, soils, vegetation, ecology, classification, and regulation of wetlands. Skills emphasized include use of data analysis, hydrophytic plant identification, and wetland delineation. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: Grade of C or better in ENVS-210 or BIOL-210.

**4 semester hours**

### **ENVS-495 Internship in Environmental Science**

This course is only available as opportunities are presented for work/study in an off-campus environment. Prerequisites dependent on the nature of the internship.

**1-6 semester hours**

## **Exercise Science (EXSC)**

### **EXSC-101 Introduction to Exercise Science**

This course introduces students to the many career field options with a degree in exercise science. Students will become familiar with current and emerging concepts and practices including evidence-based research. Students will meet different healthcare professionals to gain first-hand experience into the demands of graduate school and the average work day.

**2 semester hours**

### **EXSC-150 Athletic Taping and Bracing**

A course that studies the different aspects of sports medicine with a “hands on” approach. Topics include taping techniques, modalities, protective equipment fitting, orthotic fabrication, as well as information about record keeping in the athletic training clinic.

**1 semester hour**

### **EXSC-161 Strength Training and Conditioning**

Included are the nutritional components of strength training and athletic conditioning.

**3 semester hour**

### **EXSC-270 Athletic Injury Control and Management**

Theoretical and practical methods of preventing and treating athletic injuries.

**3 semester hours**

### **EXSC-305 Kinesiology/Biomechanics**

Principles of the mechanics of bodily movement in relation to anatomical structure and application of these principles to effective motor learning. Prerequisite: BIOL-271 or Corequisite of BIOL-271.

**3 semester hours**

### **EXSC-315 Physiology of Exercise**

Analysis of physiological changes which occur in the body during muscular activity. Prerequisite: BIOL-271.

**3 semester hours**

### **EXSC-341 Resistance Training and Exercise Technique**

This course will teach the fundamentals of weightlifting and exercise techniques including testing and evaluation of prescribed movements. Students will take a practical approach to learning how to perform, teach, spot, and evaluate exercises including Olympic lifts, power lifts, non-traditional implement training, and combine style movements. Prerequisite: C or better in EXSC 161

**3 semester hours**

### **EXSC-350 Orthopedic Evaluation of the Lower Extremity**

A course that studies the advanced orthopedic evaluation of the foot, ankle, knee, thigh, hip and lower back. Areas of emphasis include anatomy, evaluation skills (history taking, observation, palpation, muscle testing, etc.) and special tests to determine the extent of injury or disease to the lower extremity of the active individual. Course involves both traditional classroom lectures and clinical skills practice.

**4 semester hours**

### **EXSC-360 Orthopedic Evaluation of the Upper Extremity**

A continuation of EXSC-350, this course studies the advanced orthopedic evaluation of the hand, wrist, elbow, shoulder, head, neck and thorax. Areas of emphasis include anatomy, evaluation skills (history taking, observation, palpation, muscle testing, etc.) and special tests to determine the extent of injury or disease to the upper extremity of the active individual. Course involves both traditional classroom lectures and clinical skills practice.

**4 semester hours**

### **EXSC-361 Advanced Principles of Strength Training and Conditioning**

This course is a continuation of EXSC-161. Students will be able to perform, teach, and evaluate various strength training techniques, as well as develop and prescribe resistance training, conditioning, and nutrition protocols. Students will be required to do a minimum of 20 hours of observation at an approved strength and fitness facility.

**3 semester hours**

### **EXSC-370 Rehabilitation of Athletic Injuries**

A course that studies the theory, technique, skills and rational approach to rehabilitation of the injured active individual. Areas of study include PNF techniques, joint mobilization, modality use,

specific methods, and programs for specific injuries and criteria for safe and effective return to activity. Course involves both traditional classroom lectures and clinical skills practice.

**4 semester hours**

**EXSC-400 General Medical Conditions in Exercise Science**

This course acquaints the student with the many and varied aspects of medical science that are related to exercise aggravated or induced pathology. The physiologic adaptations to the physical and mental stress of exercise form the basis of the lectures. Included is the use of physical activity in both the treatment and prevention of certain diseases. Also included are the basic principles of cardiac diseases. Course involves both traditional classroom lectures and clinical skills practice.

**4 semester hours**

**EXSC-410 Exercise for Populations with Chronic Conditions**

Students who take this course will learn guidelines and advanced strategies to prescribe exercise for individuals with health concerns. In addition, exercise modification for a wide variety of populations from children to adults will be outlined. Health conditions presented include: cancer, osteoporosis, obesity, low back disorders, diabetes (type I and II), cardiovascular diseases, asthma and other pulmonary diseases, as well as osteoarthritis and rheumatoid arthritis.

**3 semester hours**

**EXSC-420 Evidence Based Practice Research in Healthcare**

Designed to provide students with exposure to Evidence Based Practice and utilizing current literature to influence clinical decisions. The course will also introduce students to the research process, including methodology, verification, and reporting. Each student will, under faculty guidance and supervision, design and carry out a research project in the area of their chosen specialization. The course concludes with the presentation of research findings.

**3 semester hours**

**EXSC-430 Administration and Organization in Exercise Science**

A course which examines the various issues, policies, and procedures involved with administration and organization in healthcare. Emphasis is on leadership, motivation, organizational behavior, strategic planning, information technology, insurance, budgeting and equipment purchasing, personnel management, program management, record keeping, legal issues, ethics, and emerging issues in health care management.

**3 semester hours**

**EXSC-450 Field Experience in Exercise Science**

Experiential learning and practical work at an approved site where students will utilize the academic knowledge of their concentration in Exercise Science to develop knowledge, skills, abilities and experiences in their selected field.

**3 semester hours**

**EXSC-490 Test Taking Strategies for the CSCS Exam**

In this course, students will review for the CSCS examination, the test required to become a certified strength and conditioning specialist. Each student will develop a systematic study plan, evaluate that study plan through frequent testing, and revise the study plan to reach a passing score on the actual CSCS exam. Students will take a pre-test, then after reviewing the material, one or more post-tests on the material covered.

**3 semester hours**

**EXSC-451 Field Experience in Strength and Conditioning**

A clinical course that allows Exercise Science students enrolled in the Strength & Conditioning concentration an opportunity to use, in practice, information gleaned in the didactic setting. Students will gain experiential learning with the University's strength & conditioning program or approved off-campus site to improve knowledge, skills, abilities, and experiences. Prerequisites: Students wanting to register for the course must be in final year of Exercise Science coursework and have passed EXSC-340 and EXSC-450 with a grade of C or better.

**3 semester hours**

## General Studies (GNST)

### GNST-101 College Success – Making the Transition to College Life

The purpose of this course is to provide first-year students with an understanding of the tools for making a successful transition from high school to college; to ensure that they become active, responsible members of the community; to help them acquire basic academic survival skills; and to help them develop into self-motivated, life-long learners. Open to all first-year students.

*NOTE: Students who are required to complete two or more developmental courses are required to enroll in this course.*

**3 semester hours**

### GNST-112 Academic Support Skills

The purpose of this course is to provide academic and educational support to students who wish to improve their study skills and learning techniques or for those who are academically at risk.

**1 semester hour**

### GNST-120 Learning Skill Development

This course is designed to help students identify their own learning styles and processes, and apply them to the essential study skills needed for academic success, in order to assist students in beginning the process of rehabilitating unsatisfactory academic performance.

*NOTE: Students who are on academic probation are required to enroll.*

**1 semester hour**

### GNST-190 Special Topics

Selected and varying subjects.

**1 semester hour**

### GNST-390 Special Topics

Selected and varying subjects

**1 semester hour**

## Geography (GEOG)

### GEOG-200 Principles of Physical and Human Geography

The physical habitat of man, and the manner in which man acts upon it and is influenced by it.

**3 semester hours**

### GEOG-250 World Geography

Major geographic regions of the world and their contrasts as seen through population distribution and land utilization. Prerequisite: GEOG-200.

**3 semester hours**

## Geology (GEOL)

### GEOL-190 Introduction to Geology

Geology is the scientific study of earth's physical structure and substance, its history, and the processes that act on it. This course will cover processes effecting earths physical structure including volcanism, plate tectonics, earthquakes, weathering, mountain building, glaciers, and karst geology. The lab will consist of identification of sedimentary, igneous, and metamorphic rocks as well as identification and explanation of local geologic phenomenon. Students will be able to deduce historical landscapes and processes by critically evaluating minerals, rocks, and fossils within geologic structures.

**4 semester hours**

### GEOL-350 Hydrogeology

This course studies the movement of groundwater. Topics include conceptual understanding and mathematical calculation of water in confined and unconfined aquifers; geologic processes of groundwater; chemical hydrogeology; the interaction of hydrogeology with surface hydrologic processes; contaminant hydrogeology and water quality standards; and the management and mitigation of groundwater environmental issues. Lecture 3 hours per week. Prerequisites: Grade of C or better in MATH-113 or equivalent and GEOL-190.

**4 semester hours**

**GEOL-390 Special Topics**

A variety of unlisted geology courses may be taught during certain semesters depending on student interests and need. Such courses might include mineralogy and petrology, structural geology and stratigraphy, geology of West Virginia, and special summer field course offerings. Prerequisites vary depending on the course offered.

**3-4 semester hours**

**German (GERM)****GERM-100 Conversational German**

Introduction to oral German through listening and active dialogue. Introduction to basic grammar and syntax. Available only to students registering for the International Studies Program.

**4 semester hours**

**GERM-150 Conversational German II**

Continuation of the study of oral German through listening and active dialogue. Introduction to basic grammar and syntax. Available only to students registering for the International Studies Program.

**4 semester hours**

**Health Education (HEED)****HEED-240 School Health and School Health Programs**

This course emphasizes the organizational, educational, and personnel relationships involved in school health services, healthful school living, and health education for grades Pre-K-Adult. A 3-hour laboratory experience is required as part of this course.

**2 semester hours**

**HEED-250 Personal Health**

Personal Health is a course to assist students in developing a sound philosophy of health, as well as providing guidance in approaching health as a field, scientifically while developing confidence in judgments affecting personal health.

**3 semester hours**

**HEED-280 Contemporary Health Issues**

This course examines existing and emerging health problems (AIDS, Mad Cow disease, substance abuse, and cancer, etc.) affecting specific geographic locations on a national and international level. Specific biological and socio-psychological principles will be examined for solutions to the health problems.

**2 semester hours**

**HEED-400 Community Health Education and Promotion**

This course examines community health issues with an emphasis on different populations of patients and how those populations (cultural, occupational, or communal), affect the health and rate/type of disease of the individuals within those populations. There will be an introduction to the epidemiology and biostatistical basis for disease in order to give the students a background with which to establish appropriate screening mechanism for the purposes of early identification and prevention of disease, as well as a basis for accurate interpretation of the medical literature.

**3 semester hours**

**Health Science (HSCI)****HSCI-100 Health Care Terminology**

A study of terminology used in the health care field. Includes the foundations for understanding root prefixes and suffixes in relation to determining the meaning of basic health care terminology. Provides foundational understanding of terminology to enhance learning in future nursing and support courses.

**2 semester hours**

**HSCI-225 Medical Informatics**

This course introduces basic computer skills and applications related to health care delivery, nursing education, research, clinical practice, nursing, and health care administration. Theories that influence informatics in health care, social, ethical, and legal issues are addressed pertaining to medical informatics. Open only to nursing majors and exercise science majors who are currently enrolled in at least one major course requirement at the sophomore level or higher or at the Chair/Dean's discretion

**3 semester hours****HSCI-260 Nutrition**

Designed to provide a basic understanding of the nutritional aspects of body composition and the direct relationship of nutrition to the improvement of physical performance. An attempt is made to provide the student with the tools necessary to design nutritional programs and to analyze dietary habits.

**3 semester hours****HSCI-390 Special Topics in Health Science**

Selected and varying subjects in Health Science.

**3 semester hours****HSCI-550 Seminar in Problems in Healthcare Delivery**

Issues in quality health care delivery. Consideration of the health-team approach and its interrelated functioning, including attention to accountability of health services and the consumer movement. Prerequisite: Junior or senior status. Grading: Honor, Satisfactory, or Unsatisfactory.

**1 semester hour****History (HIST)****HIST-150 World History to 1500**

Designed to deal with the most significant cross sections of world cultures from the beginnings of civilization up to the Post-Classical Era (1500). A background of social, cultural, economic, environmental and political history is intensified by an emphasis on primary sources.

**3 semester hours****HIST-160 World History 1500-Present**

Continuation of HIST-150, from the Early Modern Era (1500) to the present. A background of social, cultural, economic, environmental, and political history with readings from primary sources. Includes the development of science and technology.

**3 semester hours****HIST-200 History of the United States to 1877**

A survey of the history of the United States from its colonial roots through the end of Reconstruction in 1877. The course explores developments such as the colonization of North America, the Atlantic system, slavery, the American Revolution and its aftermath, the expansion of the nation, the growth of sectionalism, and the impact of the Civil War and Reconstruction, among others, emphasizing the eyes and voices of a multitude of participants who built and shaped American society.

**3 semester hours****HIST-210 History of the United States Since 1877**

A survey of the history of America from the end of Reconstruction in 1877 to the present. During this era, the United States was transformed from a fairly insignificant nation into the most economically and militarily powerful force on the planet. The primary focus of this course is to consider how and why this transformation occurred along with specific events that reveal the ups and downs of the American story, such as the unparalleled success of the American economy during much of this era and the devastating collapse of the U.S. economy during the Great Depression, the unprecedented military success during World War II and the socially divisive experiences during the Vietnam War, and America's rise to international prominence and the numerous difficulties of becoming and remaining a "superpower."

**3 semester hours****HIST-220 The Western Tradition**

A survey of the West's intellectual tradition from the late-Middle Ages to the present. The class considers the contributions of individual writers, artists, religious reformers, and political and



economic theorists along with the general intellectual movements associated with each “era” (Medieval, Renaissance, Reformation, Romanticism, the scientific revolution, the development of capitalism, classical liberalism, etc.).

**3 semester hours**

### **HIST-230 Appalachian Studies**

An interdisciplinary study of the major problems in Appalachian history from the colonial period to the present. The class content includes the perspectives of social, political, economic and environmental histories. Special attention will be given to West Virginia history.

**3 semester hours**

### **HIST-240 History of Sports in America**

NOTE: *Does not meet Liberal Studies Goal II-D*

The course surveys select topics in the history of sports in America, taking social, cultural, economic, and political angles of analysis. Readings and content include historical writings, sports journalism, and a selection of primary sources.

**3 semester hours**

### **HIST-250 Contemporary United States History, 1945-present**

The history of the United States from the end of World War II to the present. During this period America became the most powerful nation in world history, all the while experiencing dramatic changes in its domestic life. We will study the social and political ramifications wrought by World War II and the Cold War, the movements for social justice, the significant role of popular culture in post-war America, and various challenges to the American dream. Along the way we will examine some of the events that changed America, including wars in Korea and Vietnam, efforts to build the Great Society, the civil rights movement, the feminist movement, the student and antiwar movements, the Watergate and Nixon years, the conservative movement, the Reagan years and the end of the Cold War. We will conclude with a discussion of post-Cold War America and possible ramification of 9/11.

**3 semester hours**

### **HIST-255 History of Medicine in the Western World**

The class surveys the global history of medicine from ancient times to the present with an emphasis on the Early Modern, Modern and Contemporary Western World. Topics include the social and cultural construction of illness and health, healers, health-related institutions and diseases.

**3 semester hours**

### **HIST-260 United States and the World**

The international relations of the U.S. as it rose from its weakness during the American Revolution to its status as the most powerful nation in world history. This course explores how and why the nation was able to achieve superpower status by examining some of the key events, ideas, and personalities in the history of U.S. foreign relations. The primary questions of the course: *How* and *why* did the U.S. expand its power and prestige around the globe? What were the consequences of this rise to superpower status for the nation and the world?

**3 semester hours**

### **HIST-270 Civil Wars Era**

An overview of the causes, fighting, and outcomes of the American Civil War and the post-war period known as Reconstruction. The course will feature the political, economic, and social dimensions of sectionalism leading up to the war; the process of secession; the battle front and the home front on the Union and Confederate sides; the goals of both sides in the war and the means they used to achieve those goals (and how the contingencies of war required changes in both means and ends); and the political, legal, and social consequences of Reconstruction.

**3 semester hours**

### **HIST-280 World Wars, 1914-1945**

A survey of the causes, fighting, and outcomes of the first and second world wars and the interwar years. War and its aftermath dominated the period from 1914 to 1945. World War I and World War II are often seen as one large war by historians, with a twenty-year armistice between the conflicts. We will look at both wars from a political, military and social perspective, focusing on the effects that these wars had on world developments. We will also consider the interwar years - European,



American and Japanese prosperity during the 1920s, the economic collapse of the Great Depression, and the rise of fascism and the authoritarian state.

**3 semester hours**

**HIST-290 Contemporary World History**

A study of contemporary world history. The primary question of this course: *How did the world get to its current circumstances?* The last century seemed to be propelled by two contradictory forces: increasing global economic interdependence and increasing conflict, turmoil and upheaval. General topics include the costs and consequences of war; revolutions in politics, technology, economics, and society; the impacts of decolonization; and increasing globalization and its consequences.

**3 semester hours**

**HIST-310 United States History, Revolution to 1850**

History of the United States from its founding to 1850. This course concerns the American revolution (with a lower case r), beginning with the original colonial revolution through a series of revolutionary changes to the fledgling nation - a market revolution, revolutionary political changes, the Second Great Awakening, reform movements, the expansion of the national boundaries, and a war with Mexico. Despite the impulse to find a common ground of identity and culture, the United States was a complex society that seemed to be pulling apart as much as it held together.

**3 semester hours**

**HIST-315 Modern United States, 1880-1845**

The history of the United States from the onset of the Gilded Age to the end of World War II, a critical period for the development of the nation. The general topics for the course include industrialization and urbanization, western settlement and wars with American Indians, immigration, the Progressive Era, U.S. imperialism, the Great Migration, American efforts during World War I, the "roaring twenties," the onset and course of the Great Depression, and the U.S. fighting and home front during World War II.

**3 semester hours**

**HIST-325 History of Modern Middle East**

History of the Modern Middle East from 1500 to the Present. This is an introductory survey course on the history and development of the Middle East; it presupposes only basic knowledge of the region. As we trace the development of governments and history unfolds before us, we will pay special attention to the diversity of culture, politics, and religion that exist within the modern Middle East. This course seeks to provide students with the background to not only understand current events such as the emergence of Al Qaeda, the Israel/Palestine Conflict, and the Arab Spring but to understand why these events are taking place.

**3 semester hours**

**HIST-350 World History, 500-1450**

The history of Eurasian civilizations from the collapse of Classical cultures to the fall of the Byzantine Empire in 1453; the beginnings of European culture, the rise and spread of Islam and the Arabic Empire and the Crusades; trade in the Indian Ocean; the revival of Confucianism in the Tang Dynasty; and the Mongol conquest of Asia.

**3 semester hours**

**HIST-355 Early Modern World History 1400-1750**

The history of world civilizations from European Explorations of Africa, Asia and the Americas and up to the Scientific Revolution and Enlightenment. This study of the Early Modern World examines the world's global connections - for the first time in history an interconnected world became a reality. Topics include: the Columbian Exchange, the rise of global capitalism, state making and religion in the Muslim World and Europe, and the Ming and Qing dynasties in China. This vibrant period featured: a polycentric world whereby national power and influence was diffused around the world; an era of new empires and military powers; an emerging world economy of expanding trade networks; and the global exchanges of cultures, religions, and ideas.

**3 semester hours**

**HIST-360 The Christian Church Through the Ages**

History and development of the Christian church from the apostolic period to the modern ecumenical movement.

**3 semester hours**

**HIST-365 Modern World History, 1750-1914**

World history from the onset of the Atlantic Revolutions to the beginnings of the Twentieth Century. Includes the American, French and Latin American revolutions and the Concert of Europe; the industrial revolution in the West and the rise of the United States; Imperialism and westernization in South Asia, Southeast Asia, East Asia, and Africa; and the Chinese Republic and the Meiji Restoration in Japan.

**3 semester hours****HIST-375 Modern Latin American History**

A survey of the history of modern Latin America, focusing primarily on the period of independence to the present. The course focuses on the social, political, economic, and intellectual life of Latin America in the nineteenth and twentieth centuries: the social structure of the nations (and the increasing gap between haves and have-nots); nineteenth-century liberalism (and its contradictions); relations with Europe and the United States; caudillo rule; military dictatorship and repression; Latin America in the global economy; political revolutions and political conflict. A particular focus of the course: the historical roots of economic development and social inequality in the region and the promises and inadequacies of nation-building in Latin America.

**3 semester hours****HIST-390 Special Topics in History**

Selected subjects, varying from offering to offering, present the opportunity for a more detailed examination of a topic than is possible in a general course.

**3 semester hours****HIST-400 The United States in the 20th Century**

Begins with expansionists of 1898 and emphasizes industrialization, progressivism, problems of war and peace, prosperity and depression, and cultural developments.

**3 semester hours****HIST-495 Seminar in History**

A seminar dealing with a single current historiographical problem or issue, with a topic varying from offering to offering. Emphasis on reading and analyzing scholarly monographs, articles and primary documents. Students will also prepare an original research report.

**3 semester hours****Honors Program (HONR)****HONR-200 Honors Seminar**

An interdisciplinary seminar open to freshmen and sophomore participants in the University's honors program. Focus is on a different theme for each successive offering and exploration of that theme from the perspective of the several academic disciplines. Intensive reading and discussion with presentations by guest lecturers. Methods of scholarly research and writing. May be repeated for credit. Open to all students with at least a 3.5 GPA (excluding developmental/remedial courses).

**3 semester hours****HONR-400 Advanced Honors Seminar**

Advanced interdisciplinary seminar in which students assume major burden for scholarly presentations on a chosen theme that will vary from year to year. Open to junior and senior participants in the University's honors program. May be repeated for credit. Open to all students with at least a 3.5 GPA (excluding developmental/remedial courses).

**3 semester hours****Humanities (HUMN)****HUMN-101 Introduction to Humanities**

An introduction to the multi-disciplinary study of the Humanities including literature, art, music, architecture, sculpture, theater, cinema, and dance. Content includes the purpose of art, the nature of Beauty, and how to view the various art forms according to accepted standards of critique and appreciation.

**3 semester hours**

**HUMN-210 Images and Words: The Art and Culture of the Graphic Novel**

This course will survey the development of the graphic novel and discuss issues raised by this art form such as depictions of violence, gender, history, and art style. Students will discuss and debate how meanings emerge from the graphic novel as an art form. Readings will be informed by a diversity of theoretical perspectives and will center on the relationships between graphic novels, high art, comic books, popular culture, and the adaptation of this form into anime, soundtracks, and fan productions.

**3 semester hours****HUMN-215 Popular Novels and Their Film Adaptations**

This course includes reading and discussing novels and viewing film adaptations of them. The reading will include works by 20th-century American authors belonging to different ethnic and racial groups.

**3 semester hours****HUMN-220 The Arts in Literature and Film**

This course presents a sample of visual arts, art history, and music through literature and film which provides a basis for observing, understanding, and enjoying the aesthetics of visual arts, music, writing, and film.

**3 semester hours****HUMN-390 Special Topics in the Humanities**

Selected and varying subjects presenting opportunity for detailed examination of a topic.

**2-4 semester hours****Interdisciplinary Studies (IDST)****IDST-490 Interdisciplinary Capstone**

This capstone course will provide the interdisciplinary studies students the opportunity to discuss the integration of their varied coursework into a single unit of study. Student will have an opportunity to have career conversations with faculty prior to graduation. To be taken during the student's final semester.

**1 semester hour****International Studies (INST)****INST-100 Introduction to the Semester in Europe**

The course will introduce students to the basic essentials necessary for success in the Semester in Europe program. These essentials will include an introduction to the Elementary German Conversation course, as well as European culture, monetary systems, weights, measurements, and temperature conversions. Attention will be given to European customs, traditions, manners, transportation, currency, and communication systems. The students also will be taught how to read maps and plan weekend and week-long trips.

**1 semester hour****INST-200 Regional Geography of Europe**

During the Semester in Europe, students study the physical and human geography of Europe. The class emphasizes current geographic issues related to the European Union.

**4 semester hours****INST-290 Seminar in European Geography, History and Culture**

Study of geography, history, and conversational German in conjunction with spring break trip to Salzburg, Austria.

**3 semester hours****INST-380 Seminar in European Studies**

An interdisciplinary seminar-style course on a topic developed and taught on location by the faculty leader of the Semester in Europe. The course curriculum includes experiential learning through travel.

**4 semester hours****INST-390 Special Topics****1-6 semester hours**

## Journalism (JOUR)

### JOUR-160 Journalism Practicum

Supervised experience in the design, writing, editing, and/or production of news, features, and other copy for *The Battler Columns* or, with permission, other publications of the University.

**1 semester hour**

### JOUR-165 Advanced Journalism Practicum

Supervised experience in the design, writing, editing, and/or production of news, features, and other copy for *The Battler Columns* or, with permission, other publications of the University. May be repeated for credit. Prerequisite: JOUR-160 or JOUR-200.

**1 semester hour**

### JOUR-200 Introduction to Journalism

History, theory, and practice of news gathering and news writing, including applied work for University publications and broadcast media. Occasional guest lectures by area writers and broadcasters. Prerequisite: Grade of C or above in ENGL-190.

**3 semester hours**

### JOUR-210 News Editing and Production

Management and editing of news flow, ranging from editorial conceptualization and news judgment to copy editing, headline writing, and basic page design. Prerequisite: Grade of C or above in JOUR-200 or WPI.

**3 semester hours**

### JOUR-495 Internship in New Editing and Production

A student in JOUR-495 experiences an editorial supervisory role for the school newspaper, *The Battler Columns*. The role played by the student could be as editor-in-chief, campus editor, city editor or sports editor. No matter the role, the student is responsible for supervising, in some capacity, the editing of, production of, the revenue/business of and the distribution of the publication.

**3 semester hours**

## Legal Studies (LEGL)

### LEGL-200 Introduction to Law and Society

Examination of the central features of law as a social institution and as a feature of popular culture. We will explore the nature of law as a set of social systems, central actors in the systems, legal reasoning, and the relationship of the legal form and reasoning to social change.

**3 semester hours**

### LEGL-280 American Legal History

A survey of America's legal history. Primarily considers those legal cases and decisions that had the greatest influence on American life - those cases that best reveal the interconnection between law and society. Each case and decision will be placed within its social context and the social impact of the decision will also be discussed.

**3 semester hours**

### LEGL-300 Civil rights and liberties

Examination of the significant civil rights laws and case decisions in the United States and the impact of those decisions on society in general and the legal system. Prerequisite: POLS-310.

**3 semester hours**

### LEGL-350 Legal Research and Writing

This course is designed to provide students with basic legal research techniques, legal analysis, legal citation rules, and legal writing skills using primary and secondary legal sources in traditional and on-line formats.

**3 semester hours**

### LEGL-390 Special Topics in Legal Studies

Selected subjects, varying from offering to offering, present the opportunity for a more detailed examination of a topic than is possible in a general course. May be repeated for credit.

**3 semester hours**

**LEGL-500 Field Practicum**

This course provides the opportunity for students to gain experience in the legal field. Typically, this requires a student to work eight hours per week during the semester.

**3 semester hours**

**Leadership (LEAD)****LEAD-310 Introduction to Leadership**

This course is designed to provide a basic introduction to leadership by focusing on what it means to be a good leader. Emphasis in the course is on the practice of leadership. The course will examine topics such as: understanding the nature of leadership, recognizing leadership traits, and developing leadership skills.

**3 semester hours**

**LEAD-311 Historical Leadership**

This course will address the topic of leadership throughout history and the societal, political, and other external events that lead to a person becoming a leader. Students will evaluate the effectiveness of the leadership styles of historical figures. Meets Liberal Studies Goal II-D.

**3 semester hours**

**LEAD-315 Theories of Leadership**

This course explores and analyzes the great man theory, trait theory, behavioral theories, participative leadership, situational leadership, contingency theories, transactional leadership, transformational leadership, and servant leadership. Meets Liberal Studies Goal II-C-2.

**3 semester hours**

**LEAD-316 Ethical Leadership**

This course provides participants with a pragmatic understanding, reflection and discussion of ethical issues and dilemmas in the workplace. It gives special attention to ethical problems encountered by leaders in organizations and their relationships with members, employees, customers, administrators, and society. Meets Liberal Studies Goal II-B-2.

**3 semester hours**

**LEAD-320 Communication Skills for Leaders**

This course will aid the student in developing interpersonal and presentational skills critical to the leadership environment. Other modes of communication will also be discussed. Meets Liberal Studies Goal II-A-3.

**3 semester hours**

**LEAD-321 Religious and Social Diversity**

As a leader in a diverse society, the student will explore various religious, cultural, and societal beliefs, values, and practices as they relate to the workplace. The course's focus provides students a heightened awareness and appreciation of difference. Students will discuss how differences may affect leadership decisions. Meets Liberal Studies Goal II-B-1.

**3 semester hours**

**LEAD-325 Organizational Behavior**

This course provides participants with a pragmatic understanding, reflection and discussion of ethical issues and dilemmas in the workplace. Gives special attention to ethical problems encountered by leaders in organizations and their relationships with members, employees, customers, administrators, and society.

**3 semester hours**

**LEAD-326 Organizational and Group Communication**

This course examines structure, power, networking, and communication in an organization. Emphasis also placed on group dynamics, theories of group communication, and groupthink.

**3 semester hours**

**LEAD-330 Social Media for Leaders**

Students will explore the use of social media for personal and professional branding as well as for crisis communication. Emphasis will be placed on developing oneself as a thought leader. Meets Liberal Studies Goal I-C.

**3 semester hours**

**LEAD-331 Visual Literacy**

Visual literacy is the ability to create and interpret images that communicate information in an aesthetic and meaningful manner. Emphasis will be placed on images that are used in brand awareness and those used to communicate information to constituents. Meets Liberal Studies Goal II-F.

**3 semester hours**

**LEAD-335 Human Capital**

The process of acquiring and managing human capital in an ever-changing global economy has its own set of challenges. This class will explore these challenges and review how human capital plays a role in keeping up with numerous changes, while trying to meet workforce needs.

**3 semester hours**

**LEAD-336 Team Building**

This course provides participants with the essential theories and concepts needed for successful team development. The processes for analyzing, understanding, and managing groups will be discussed including the development of new teams or the revitalization of existing teams; the psychological aspect of the team membership and team building; and the shaping of realistic goals.

**3 semester hours**

**LEAD-410 Strategic Leadership**

This course is designed to equip students with the skills, perspectives, and frameworks needed to help an organization achieve its mission or realize its vision. Topics include the roles and tasks of strategic leaders; concepts of the decision-making process; strategic thinking; and the formulation, implementation, and evaluation of strategy.

**3 semester hours**

**LEAD-411 Change Management**

This course examines change as a process and explores a range of strategies leaders can use to successfully manage and communicate change. The course focuses on the skills needed to manage transitions and the psychological, structural, and cultural issues people face when dealing with change.

**3 semester hours**

**LEAD-415 Negotiation**

This course explores the theory and practice of dispute resolution using mediation and negotiation techniques. Students gain a broad understanding of mediation and negotiation strategies, learn skills that lead to greater success in managing conflict, and develop confidence in the mediation process as an effective means for resolving disputes.

**3 semester hours**

**LEAD-416 Leadership Capstone**

The student will analyze an organization with which he/she belongs on the basis of its structure, communication, the type of leadership used, ethical concerns, its use of human capital and teams, and how it deals with change and conflict resolution.

**3 semester hours**

**Mathematics (MATH)****MATH-113 College Algebra**

A course intended to provide the algebraic concepts and techniques needed for the study of advanced science and mathematics courses. Topics include real numbers, solving linear equations, quadratic equations, radical and absolute value equations and inequalities, solving systems of equations, matrices, conics, and dimensional analysis. Prerequisite: Grade of C or better in DEVL-011 or placement.

**3 semester hours**

**MATH-120 Liberal Arts Math**

A college level mathematics course that covers a broad spectrum of math topics with emphasis on how math is used in solving real-world problems. Topics to be covered include number systems, binary computer operations, mathematical modeling, polynomials, factoring, equations, problem solving, Euclidean and non-Euclidean geometries, exponents, radicals, logarithms, permutations, combinations, statistics, graphs, functions, and linear equations. Students will gain a working



knowledge of these topics. Three hours lecture. Prerequisite: Grade of C or better in DEVL-011 or placement.

**3 semester hours**

**MATH-141 Trigonometry**

This course will be an in depth study of trigonometric functions and applications thereof. Topics to be covered include degree and radian measure, solving both right and oblique triangles, vectors and applications, graphs of trig functions as well as polar equations, inverse trig functions, identities, and conditional trig equations. Prerequisite: Grade of C or better in MATH-113 or placement.

**3 semester hours**

**MATH-151 Pre-Calculus**

This course will be an in depth study of functions and applications thereof. Topics to be covered include solving and graphing rational, polynomial, logarithmic, and exponential functions, and finite and infinite sequences and series. Also included is the study of regression equations. Prerequisite: Grade of C or better in MATH-113 or placement.

**3 semester hours**

**MATH-166 Discrete Mathematics I**

This course includes sets, relations, functions, number theory, propositional logic, truth tables, Boolean algebra, proofs and mathematical induction. Prerequisite: Grade of C or better in MATH-151 or placement.

**3 semester hours**

**MATH-167 Discrete Mathematics II**

A continuation of MATH-166 includes generating functions, recursive and explicitly defined sequences, trees and graphs, vectors and matrices, recursion, set theory, probability theory and permutations. Prerequisite: Grade of C or better in MATH-166.

**3 semester hours**

**MATH-231 Calculus I**

The purpose of this course is to determine the rate at which a function changes and to find the area under a curve. Topics include limits, continuity, differentiation integration, applications, and trigonometric, logarithmic and exponential functions. Prerequisite: Grade of C or better in MATH-141 and MATH-151 or placement.

**4 semester hours**

**MATH-232 Calculus II**

The results of Calculus I are expanded and applied to other functions and applications. Topics include area between curves, volume and surface area of curves rotated about an axis, methods of integration, infinite series, plane vectors, series and polar coordinates. Prerequisite: Grade of C or better in MATH-231 or WPI.

**4 semester hours**

**MATH-251 Statistics**

This course introduces the student to the elements of data analysis and statistical computing. Some basics of the probability theory are discussed. They include the definition of probability, counting techniques, discrete and continuous probability distributions. The other topics covered include sampling, data organizing, data summarizing, population parameters and sample statistics, estimations of population parameters, hypothesis testing, z-test, t-test, variance (standard deviation) test, correlation and linear regression. Prerequisite: Grade of C or better in MATH-113 or WPI.

**3 semester hours**

**MATH-261 Statistics for Biologists**

Statistics is a branch of mathematics concerned with collecting, organizing, analyzing, interpreting, and presenting data. An understanding of statistics is critical for all students in the sciences. Course outcomes include demonstrated knowledge of exploratory data analysis techniques, experimental design, categorical data analysis, quantitative data analysis, and reporting statistical results. Skills emphasized include use of Microsoft Excel and program R for data exploration and analysis. Lecture 3 hours per week. Prerequisite: Grade of C or better in MATH-113.

**3 semester hours**

**MATH-310 Modern Algebra**

The course is designed to provide insight into the nature of basic algebraic structures that have found greatest application in science, engineering and mathematics. Topics include theory of numbers, group theory, ring theory, including ideals and unique factorization in polynomial; field theory, including properties and applications of finite fields. Historical perspectives, applications and current research will be considered. Prerequisite: Grade of C or better in MATH-167.

**3 semester hours****MATH-315 Linear Algebra**

Designed to introduce students in science and mathematics to the algebra of linear operations. Topics include systems of linear equations, matrices and matrix operations, calculation of eigenvectors and eigenvalues, vector spaces, linear transformations. Prerequisite: Grade of C or better in MATH-167.

**3 semester hours****MATH-333 Advanced Calculus**

This course continues the development and application of concepts of calculus and analysis. The calculus concepts and techniques are extended to higher dimensions. Topics include vector-valued functions in plane and space coordinate systems, functions of two and three variables, partial differentiation, double and triple integrals in Cartesian, Cylindrical and Spherical coordinates, vector fields, line and surface integral, Green's Theorem and Stokes' Theorem. Prerequisite: Grade of C or better in MATH-232.

**4 semester hours****MATH-351 Probability Theory**

This course will introduce students to the fundamentals of probability theory and random processes. The theory of probability was originally developed in the 17th century by two great French mathematicians, Blaise Pascal and Pierre de Fermat, to understand gambling. Today, the theory of probability has many applications in science and engineering. From a broad intellectual perspective, probability is one of the core subjects of mathematics with its own distinct style of reasoning. Among the other core areas are calculus, algebra, geometry/topology, logic and computation. In this course, the students will learn the basic terminology and concepts of probability theory, including sample size, random experiments, sample spaces, discrete probability distributions, and probability density function, expected values, and conditional probability. Students will also learn about the fundamental properties of several special distributions, including binomial, geometric, normal, exponential, and Poisson distributions, and stochastic processes. Prerequisite: Grade of C or better in MATH-231.

**3 semester hours****MATH-371 Principles of Geometry**

This course is designed to present the fundamental concepts of geometry. The course will emphasize geometry as an axiomatic system. Axioms of Euclidean and Non-Euclidean geometry will be considered. Topics to be considered include: the axiomatic method, axiomatic systems, Euclid's postulates, connection, parallelism, angles, polygons, measurements, hyperbolic postulates, elliptic postulates and models. Prerequisites: Grade of C or better in MATH-141 and MATH-167.

**3 semester hours****MATH-390 Special Topics in Mathematics**

A course to provide either a more in-depth coverage of a currently offered subject or to offer coverage in an area not currently offered. Content and semester hour credit will vary from year to year. Primarily designed for mathematics majors, but open to any student with an interest and the indicated prerequisites.

**2-3 semester hours****MATH-441 Differential Equations**

Mathematical models addressing the real-life problems are the most important aspects of any branch of science. Very often, such models are formulated in terms of equations involving functions as well as their derivatives. Such equations are called differential. The techniques of solving various ordinary differential equations and their applications are considered. Topics include separable equations, linear differential equations and equations reduced to linear equations, differential

equations of the order higher than one, systems of differential equations, numerical methods of solution. Prerequisite: Grade of C or better in MATH-232.

**3 semester hours**

### **MATH-450 Mathematics/Computer Science Capstone**

This course has been designed to cover some topics that combine and extend students' knowledge gained from studying the undergraduate mathematics courses. The topics include Polyhedra, Cauchy-Schwartz inequalities, Besicovitch-Kakeya conjecture, some counting rules and probability, RSA and CORDIC algorithms. The students are required to write and present a report on a historical topic selected as the semester progresses, and present one article of a current topic in mathematics education, mathematics, statistics or computer science.

**3 semester hours**

### **MATH-500 Internship in Mathematics**

This special course is only available as opportunities are presented for work/study in an on or off campus environment. Prerequisites dependent on the nature of the internship.

**1-6 semester hours**

## **Media (MDIA)**

### **MDIA-135 Digital Photography**

This course introduces digital photography and centers on the history of the medium and aspects of composition; these include, but are not limited to, natural and artificial lighting, balance, portraiture, color, lines and shapes, and perspective. Minor photo editing will be explored.

**3 semester hours**

### **MDIA-180 Introduction to Digital Design**

Students will gain knowledge in basic design principles including the use of color, white space, typography, and balance for digital and print media projects. Overall layout will be emphasized. The course will introduce students to Adobe Photoshop, InDesign, and Illustrator that will be used in advanced classes.

**3 semester hours**

### **MDIA-211 Film Genres**

This course provides an overview of the primary film genres and sub-genres and discusses their history, impact, patterns, themes, iconography, and styles. The course encompasses, but is not limited to, the following genres: westerns, horror, thrillers, film noir, war, musicals, fantasy, science fiction, documentary, and comedy.

**3 semester hours**

### **MDIA-255 Web Design**

Students will acquire a beginning knowledge of hypertext markup language (HTML) and cascading style sheets (CSS) to build a basic web site.

**3 semester hours**

### **MDIA-370 Advanced Digital Applications**

Students will be exposed to a variety of design techniques and professional digital utilities that can be used to enhance photographic, video, web, and print projects. Students will complete a final project that uses a minimum of two digital applications. A lab is incorporated into the course. Prerequisites: MDIA-135, MDIA-180, and COMM-271.

**4 semester hours**

## **Music (MUSC)**

### **MUSC-190 Introduction to Music**

For non-Music majors, this course introduces students to masterpieces of Western art Music and emphasizes the identification of those similarities which exist among forms and styles.

**3 semester hours**

**Applied Music (MUAP)****MUAP-230 Symphonic Band**

Participation in Symphonic Band involves study, rehearsals, and performance of selected literature for winds and percussion. Three hours of rehearsal per week, outside preparation of individual parts, and performances as assigned are required. Audition required at beginning of semester. May be repeated for credit.

**1 semester hour****MUAP-235 Marching Band**

"The Battler Band" fills a unique role on campus as the premier Athletic Band. Composed of students studying a wide variety of majors, the main focus is to represent the student body as a visible Music ensemble in sporting events, especially at home football games. Participation in "The Battler Band" involves study, rehearsals, and performances of selected literature for a Marching Band. Six hours of rehearsal per week, outside preparation of parts, and performances are assigned as required. Audition required at the beginning of the fall semester. May be repeated for credit.

**1 semester hour****MUAP-236 Athletic Band**

This class is for students participating in the Athletic Band. The Athletic Band is an essential component of the AB Athletic Department spirit squad and will perform at men's/women's home basketball games, designated away games, and other athletic/spirit events. May be repeated for credit.

**1 semester hour****MUAP-240 University Chorale**

Participation in University Chorale involves study, rehearsal, and performance of selected choral literature in a variety of styles. Three hours of rehearsal per week, outside preparation of individual parts, and performances as assigned are required. Audition required at beginning of semester. May be repeated for credit.

**1 semester hour****MUAP-250 "The West Virginians"**

Participation in "The West Virginians" is limited to sixteen student vocalists and instrumentalists selected by competitive auditions during the previous year. This ensemble performs a wide variety of sacred and secular choral literature in all styles from classical to popular. Public relations outreach (primarily to schools and churches) on behalf of the University and the State of West Virginia is central to the ensemble's mission. Six to eight hours of rehearsal per week, outside preparation of individual performance duties, and over 40 performances are required. A summer tour may be required. May be repeated for credit.

**1 semester hour****MUAP-253 Musical Theater Production**

Musical Theater Production is a course designed to provide instruction and practical experience for students participating in a Musical theater production. Areas of instruction include but are not limited to: character analysis/preparation, technical theater elements, and theater management. It may be repeated for credit.

**1 semester hour****MUAP-265 Handbell Choir**

Handbell Choir provides a lab setting for the study, rehearsal, and performance of English handbell literature, and the practice of handbell performance techniques. It is open, by audition or permission of instructor, to all students who can read Music and wish to learn about English handbells and handchimes. May be repeated for credit.

**1 semester hour****Natural Resource Management (NARM)****NARM-440 Forest Ecology and Management**

This course provides a broad overview of the ecological processes and functions of forest ecosystems and provides students with the common tools of silvicultural practices. Students will be

instructed on the basics of forest communities, forest succession and development, and biogeochemistry, as well as the important management factors of value, optimizing tree and stand objectives, forest planning and sustainability. Prerequisite is a Grade of C or better in BIOL-212.

**4 semester hours**

#### **NARM-475 Wildlife Management Techniques**

A course designed to introduce students to the experimental design, field, and laboratory techniques, population analysis, and habitat analysis of wildlife populations. Emphasis will be placed on but not limited to local wildlife. Laboratories will be classroom and field-based, giving practical, hands-on applications of lecture material. Prerequisite: Grade of C or better in ENVS-210 or BIOL-211. Lecture 3 hours, laboratory 3 hours per week, as well as field trips.

**4 semester hours**

### **Natural Science (NSCI)**

#### **NSCI-185 Applied Science**

Basic concepts of chemistry and physics including states of matter, atomic structure and bonding, chemical reactions, force, motion, energy, simple machines, magnetism and electricity. The interactions of technology with society are discussed with emphasis placed on environmental and human interactions. Three hours lecture and two hours laboratory experience per week.

**4 semester hours**

#### **NSCI-190 Earth Science**

Geology, astronomy, and meteorology are integrated sciences derived largely from our understanding of physics and chemistry. Topics within the geology section include rocks and minerals, earth history, plate tectonics, earthquakes, and volcanism. Topics within the meteorology section include hydrosphere, atmosphere, and weather and storms. Topics within the astronomy section include the solar system, stars, and the universe. The lab serves to reinforce lecture material through applied lessons. Lecture 3 hours per week, lab 3 hours per week.

**4 semester hours**

#### **NSCI-210 Physical Geography**

Physical geography is the scientific study of the spatial distribution of landscape features and the processes that create those features. Course outcomes include demonstrated knowledge of the atmosphere, climate, oceans and fresh water, cryosphere, soils, plate tectonics, biogeochemical cycles, ecosystems, and biomes as they relate to physical geography. The lab serves to reinforce lecture material through applied physical geography lessons. Skills emphasized include use of various maps to solve problems and answer questions. Lecture 3 hours, laboratory 3 hours per week. Prerequisite: None.

**4 semester hours**

#### **NSCI-261 Research Methods I**

This course is designed to teach students the basic skills involved with scientific research. Topics include literature search, reading and writing scientific papers, analysis and critique of scientific papers, oral presentation, and resume writing. Only open to sophomore level science, technology or mathematics majors. Lecture: 1 hour per week. Grade of C or better to progress.

**1 semester hour**

#### **NSCI-262 Research Methods II**

Students continue to develop their research proposal started in NSCI-261. Course outcomes include demonstrated knowledge of experimental design, data analysis, and research ethics. Skills emphasized include reviewing literature and scientific writing. Lecture 1 hour per week. Prerequisite: Grade of C or better in NSCI-261. Grade of C or better to progress.

**1 semester hour**

#### **NSCI-295 Current Advances in Science and Technology**

A discussion based course that examines the current topics in science. These topics range from the new innovations in computer technology to advances in medical science or space exploration. Lecture 2 hours. (Only open to students enrolled in the LPN-BSN program).

**2 semester hours**

**NSCI-390 Special Topics in Natural Science**

A course to offer courses not listed as scheduled offerings. The content, prerequisite, and semester hour credit is dependent on the topic offered.

**2-3 semester hours**

**NSCI-461 Senior Research Project**

In this course, students will perform their capstone research and present their results to their Senior Research Project Committee and the general public in a poster format at the Senior Research Symposium. Prerequisite is a grade of C or better in NSCI-262. This course of Research Methods serves the Biology, Chemistry and Environmental Science programs. Grade of C or better required to complete the project.

**1 semester hour**

**NSCI-462 Scientific Communication**

Being able to effectively communicate scientific data to the public and other scientists is a valuable skillset for all scientists and researchers. A scientist must be able to communicate scientific knowledge, data, and finding to a variety of audiences via a variety of methods. This course offers an introduction to the art of scientific communication. Specifically, it focuses on fostering oral communication skills with an emphasis on communicating science. Also, it addresses the development and delivery of tables, figures, and research posters. This is a 1 credit hour, seminar style course. Prerequisites: A grade of C or better in both NSCI-261 and NSCI-262.

**1 semester hour**

**NSCI-490 Research Seminar**

Students develop their understanding of contemporary environmental issues. This course will benefit all students preparing for graduate school in the sciences, especially environmental science, natural resource management, and biology. Course outcomes include demonstrated ability to read, analyze, and synthesize scientific information; to communicate effectively with peers; and to engage in meaningful discussion of scientific issues. Skills emphasized include use of Microsoft PowerPoint for developing effective presentations. Prerequisite: Grade of C or better in BIOL-211 or ENVS-210.

**1 semester hour**

**NSCI-501 Research in Natural Sciences**

This course is designed for the student to explore, in depth, a meaningful research topic of interest in the Natural sciences. This research is conducted in collaboration with a faculty mentor. Course may be repeated for additional credit. Prerequisite: WPI.

**1-6 semester hours**

**Nursing (NRSG)****NRSG-205 Transition to Professional Nursing (LPN-BSN)**

This course assists the LPN-BSN student through the initial transition from the role of licensed practical nurse to the role of baccalaureate prepared professional registered nurse. The philosophy, goals, program and student learning outcomes are presented within the context of the Nursing curriculum. The student integrates the concepts of professionalism, scientific methods of inquiry, and critical thinking as applied to baccalaureate professional nursing practice. Emphasis on the leveled student learning outcomes pervades this transitions course. A grade of C or higher is needed to progress. Corequisites: DEVL-011 and MATH-113.

**4 semester hours**

**NRSG-210 Introduction to the Art of Healing (Traditional)**

This theory course introduces the student to art of professional baccalaureate nursing practice and introduces the major concepts of nursing as applied in the AB School of Nursing curriculum. These concepts include caring, patient-centered care, safety, evidence-based practice, quality improvement, the healthcare system, critical thinking/clinical reasoning, collaboration, informatics, leadership, and professionalism. The student begins to apply these concepts to nursing practice. The course also explores the history of professional practice through Benner's novice to expert theory. (2 semester hours lecture and 0 semester hours clinical.) Prerequisites: Admission to Nursing Program. A grade of C or higher is needed to progress. Corequisites: NRSG-220 and NRSG-250.

**2 semester hours**



**NRSG-220 Care of the Patient Across the Lifespan (Traditional)**

Focuses on foundational concepts necessary for safe, quality, patient-centered nursing care to diverse populations across the lifespan, while integrating legal and ethical responsibilities of the professional nurse. It introduces caring, critical thinking, the nursing process and communication techniques used when interacting with patients and members of the interprofessional team and explains evidence-based nursing practice. Includes the acquisition of foundational psychomotor skills and the application of these skills in a laboratory and structured clinical setting. (3 semester hours lecture and 3 semester hours clinical.) A grade of C or higher is needed to progress. Prerequisites: BIOL-270, BIOL-271, CHEM-190, MATH-113 and HSCI-100. Corequisites: NRSG-210 and NRSG-250.

**6 semester hours****NRSG-250 Health Assessment (Traditional/LPN-BSN)**

This course focuses on the theoretical basis and psychomotor skills used when assessing the health status of individuals while emphasizing cultural diversity, age-related differences, and lifestyle factors. It introduces the role of the professional nurse in identifying and communicating normal findings and common deviations from normal. The skills lab experience provides the opportunity to apply cognitive and psychomotor skills incorporating caring while performing a systematic, patient-centered health assessment. (2 semester hours lecture and 1 semester hour clinical.) A grade of C or higher is needed to progress. Traditional Corequisites: NRSG-210 and NRSG-220. LPN-BSN Prerequisites: NRSG-205, MATH-113 or Higher; Corequisite: NRSG-270.

**3 semester hours****NRSG-260 Acute Psychosocial Nursing (Traditional/LPN-BSN)**

Acute psychosocial nursing focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care for patients experiencing acute psychiatric alterations. This course focuses on care that is developmentally and culturally appropriate for patients needing mental health interventions and incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients on the mental health unit. Integration of standards of practice and legal and ethical responsibilities occur as the professional nurse practices therapeutic use of self with psychiatric patients. (1.5 semester hours lecture and 1.5 semester hours clinical.) A grade of C or higher is needed to progress. Traditional: Prerequisites: NRSG-210, NRSG-220 and NRSG-250. Corequisites: NRSG-270 and NRSG-280. LPN-BSN: Prerequisites: NRSG-250 and NRSG-270; Corequisite: NRSG-280.

**3 semester hours****NRSG-270 Pharmacology for Nursing (Traditional/LPN-BSN)**

Pharmacology for Nursing introduces general principles of pharmacology as they relate to safe, quality, patient-centered, evidence-based nursing care of individuals by focusing on developmentally and culturally appropriate interventions. The course includes an introduction to pharmacotherapeutics through an explanation of drug classifications with prototype drugs as well as on medication used to treat stable patients with common health alterations. The course includes supplemental instruction on dosage calculations. (3 semesters hours lecture.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-210, NRSG-220, and NRSG-250. Corequisites: NRSG-260 and NRSG-280. LPN-BSN Prerequisites: NRSG-205, MATH-113 or Higher; Corequisite: NRSG-250.

**3 semester hours****NRSG-280 Care of the Adult I (Traditional/LPN-BSN)**

This course is the first of a series of courses that focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care for acutely ill but stable patients experiencing medical/surgical conditions. This course focuses on care that is developmentally and culturally appropriate for patients with non-complex medical/surgical conditions and incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients in the medical/surgical setting. Integrates standards of practice and legal and ethical responsibilities of the professional nurse when caring for patients undergoing medical/surgical interventions. Includes the acquisition of foundational psychomotor skills and the application of these skills in laboratory and structured clinical setting. (3

semester hours lecture and 2 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-210, NRSG-220 and NRSG-250. Corequisites: NRSG-260 and NRSG-270. LPN-BSN Prerequisites: NRSG-250 and NRSG-270; Corequisite: NRSG-260.

**5 semester hours**

**NRSG-310 Nursing Research** (Traditional/LPN-BSN)

Building on the introductory concepts of evidence-based nursing practice from earlier courses, students examine all aspects of the research process as it relates to the baccalaureate nurse's role in research. Identification of practice issues, appraisal and integration of evidence, evaluation of patient outcomes and sharing best practices occurs with the interprofessional healthcare team as addressed. (3 semester hours lecture and 0 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-260, NRSG-270 and NRSG-280. Corequisites: NRSG-330 and NRSG-340. LPN-BSN Prerequisites: NRSG-260 and NRSG-280; Corequisites: NRSG-340 and NRSG-370.

**3 semester hours**

**NRSG-330 Care of the Childbearing Family and Women's Health** (Traditional/LPN-BSN)

This course focuses on the acquisition and application of the theoretical basis for safe, quality, evidence-based, patient-centered nursing care for patient/family centered nursing care of the childbearing family. Focuses on care that is developmentally and culturally appropriate for the childbearing family with an additional emphasis on women's health and incorporating critical thinking, quality improvement, collaboration and information technology as they relate to the care of diverse patients on the maternal/child unit. Integrates standards of practice and legal and ethical responsibilities of the professional nurse when caring for the childbearing family. (3 semester hours lecture and 2 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-260, NRSG-270, and NRSG-280. Corequisites: NRSG-310 and NRSG-340. LPN-BSN Prerequisites: NRSG-310, NRSG-340 and NRSG-370; Corequisite: NRSG-380.

**5 semester hours**

**NRSG-340 Care of the Adult II** (Traditional/LPN-BSN)

Care of the Adult II builds on NRSG-280 and focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care for patients experiencing acute, stable and unstable, medical/surgical conditions. This course focuses on care that is developmentally and culturally appropriate and incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients in the medical/surgical setting. Integrates standards of practice and legal and ethical responsibilities of the professional nurse when caring for patients undergoing medical/surgical interventions. (3 semester hours lecture and 2 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-260, NRSG-270 and NRSG-280. Corequisites: NRSG-310 and NRSG-330. LPN-BSN Prerequisites: NRSG-260 and NRSG-280; Corequisites: NRSG-310 and NRSG-330.

**5 semester hours**

**NRSG-370 Nursing Care of Children** (Traditional/LPN-BSN)

This course focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care for children and their families that is developmentally and culturally appropriate and incorporates critical thinking, quality improvement, collaboration and information-technology as they relate to the care of diverse patients on the pediatric acute care setting. Integrates standards of practice and legal and ethical responsibilities of the professional nurse. (4.5 semester hours lecture and 1.5 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-310, NRSG-330 and NRSG-340. Corequisite: NRSG-380. LPN-BSN Prerequisites: NRSG-260 and NRSG-280; Corequisites: NRSG-310 and NRSG-340.

**7 semester hours**

**NRSG-380 Care of the Adult III** (Traditional/LPN-BSN)

This course builds on NRSG-280 and NRSG-340 and focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care for patients experiencing acute, unstable, complex medical/surgical conditions. This course focuses on care that is developmentally and culturally appropriate and incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients in the medical/surgical setting. It integrates standards of practice and legal and ethical

responsibilities of the professional nurse when caring for patients undergoing medical/surgical interventions. (3 semester hours lecture and 2 semester hours clinical.) A grade of C or higher is needed to progress. Traditional Prerequisites: NRSG-310, NRSG-330, and NRSG-340. Co-Prerequisite: NRSG-370. LPN-BSN Prerequisites: NRSG-310, NRSG-340 and NRSG-370; Corequisite: NRSG-330.

**5 semester hours**

**NRSG-405 Transition to Professional Baccalaureate Nursing Practice (RN-BSN)**

This initial course in the RN-BSN online program introduces the student to the conceptual basis of professional baccalaureate nursing using the knowledge, skills, and behaviors associated with the nursing process as a venue for introducing the Program's Student Learning Outcomes (PSLOs) and the Alderson Broaddus curriculum. The baccalaureate experience portion culminates in portfolio development providing a means to describe one's current and potential practice. Student learning outcomes provide a framework pertaining to quality evidence-based nursing care, environment, critical thinking, inter-professional communication/collaboration, leadership, informatics and professional ethical and legal practice. The course incorporates therapeutic communication, mental health, family and transcultural considerations. Prerequisite: Admission to Nursing Program.

**3 semester hours**

**NRSG-410 Care of the Patient with Complex Health Issues I (Traditional/LPN-BSN)**

NRSG-410 is the first of two courses that apply all the content taught in the curriculum to the care of patients experiencing high acuity complex conditions across the lifespan. This synthesis course integrates the information taught throughout the program by focusing on care that is developmentally and culturally appropriate for patients who meet the AACN Synergy Criteria of minimally resilient, highly vulnerable, minimally stable and highly complex. Students will collect and interpret complex patient data; make clinical judgments based on the beginning practitioner's ability to recognize patterns and trends which may predict the direction of the illness, students will sort out extraneous details; focus on key elements of each case while recognizing their professional limits and seek appropriate assistance. Students will incorporate critical thinking, quality improvement, collaboration, and information technology as they plan and provide evidence-based care for patients experiencing alterations in health which identifies these patients as experiencing highly acute complex conditions in a variety of high acuity health care settings. Integration of the ANA Standards of Practice and the legal and ethical responsibilities of the professional nurse are incorporated when caring for complex patients. Students will evaluate the patient's ability to participate in care, decision making, predictability and resource availability as they provide culturally appropriate care. Application of knowledge will be through the use of case studies, simulations, clinical experiences and preceptorship. (2 semester hours lecture and 3 semester hours clinical.) A grade of C or higher is needed to progress. Prerequisites: NRSG-370 and NRSG-380. Corequisites: NRSG-420, NRSG-430, and NRSG-440.

**5 semester hours**

**NRSG-415 Health Assessment. (RN-BSN)**

This course focuses on the theoretical basis and psychomotor skills used when assessing the health status of individuals while emphasizing cultural diversity, age-related differences, and lifestyle factors. It introduces the role of the professional nurse in identifying and communicating normal findings and common deviations from normal. This course provides the opportunity to apply cognitive and psychomotor skills incorporating caring while performing a systematic, patient-centered health assessment. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-420 Community Mental Health (Traditional/LPN-BSN)**

Community Mental Health focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care in the community for patients experiencing mental health problems. This course focuses on care that is developmentally and culturally appropriate for patients needing mental health interventions and incorporates critical thinking, quality improvement, collaboration and information technology as they relate to the care of diverse patients in the community mental health system. Integration of standards of practice and legal and ethical responsibilities occur as the self-aware professional nurse co-leads therapeutic groups in the community. (2.5 semester hours lecture and 1.5 hours clinical.) A grade of C or higher

is needed to progress. Prerequisites: NRSG-370 and NRSG-380. Corequisites: NRSG-410 and NRSG-430.

**4 semester hours**

**NRSG-425 Nursing Research (RN-BSN)**

Building on the introductory concepts of evidence-based nursing practice from earlier courses, students examine all aspects of the research process as it relates to the baccalaureate nurse's role in research. Identification of practice issues, appraisal and integration of evidence, evaluation, of patient outcomes and sharing best practice occurs with the interprofessional healthcare team as addressed. A grade of C or higher is needed to progress. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-430 Improving Critical Thinking through Test-Taking Strategies: NCLEX-RN Part 1**

(Traditional/LPN-BSN)

This is Part I of a comprehensive review course that provides an integration and synthesis of all concepts, content, and nursing skills taught in the previous nursing courses by looking at more complex patient situations and patient care. This course enables the individual student to recognize areas that need enhancement prior to entering professional practice. Includes a review for NCLEX-RN® and strategies for success. (0.5 semester hours lecture and 0.5 semester hours clinical.) A grade of C or higher is needed to progress. Prerequisites: NRSG-370 and NRSG-380. Corequisites: NRSG-410 and NRSG-420.

**1 semester hour**

**NRSG-435 Nurse as Manager (RN-BSN)**

This theory course provides a basis in evidence-based processes used in the nursing leadership role in a variety of healthcare settings for the purpose of providing and improving patient care that is safe, as well as developmentally and culturally appropriate. It focuses on healthcare systems, organizational designs and governance, quality improvement, cost-effective care, change theory, conflict resolution, delegation and the role of the professional nurse as a leader. A grade of C or higher is needed to progress. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-445 Nursing Professional Development (RN-BSN)**

This course focuses on lifelong learning in which nurses engage to develop and maintain competence, enhance professional nursing practice, and support achievement of career goals. It focuses on current health policy issues, health care ethics, evidence-based practice, communication, informatics, leadership and management strategies with diverse client populations across the lifespan. A grade of C or higher is needed to progress. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-450 Nurse as Manager (Traditional/LPN-BSN)**

This theory course provides a basis in evidence-based processes used in the nursing leadership role in a variety of healthcare settings for the purpose of providing and improving patient care that is safe, as well as developmentally and culturally appropriate. It focuses on healthcare systems, organizational designs and governance, quality improvement, cost-effective care, change theory, conflict resolution, delegation and the role of the professional nurse as leader. (3 semester hours lecture and 0 semester hours clinical.) Prerequisites: NRSG-410, NRSG-420, and NRSG-430. A grade of C or higher is needed to progress. Corequisites: NRSG-460, NRSG-470, and NRSG-480.

**3 semester hours**

**NRSG-455 Community Mental Health Nursing (RN-BSN)**

Community Mental Health focuses on the acquisition and application of the theoretical basis for quality, safe, evidence-based, patient-centered nursing care in the community for patients experiencing mental health problems. This course focuses on care that is developmentally and culturally appropriate for patients needing mental health interventions. It incorporates critical thinking, quality improvement, collaboration and information technology as they relate to the care of diverse patients in the community mental health system. Integration of standards of practice and legal and ethical responsibilities occur as the self-aware professional nurse examines therapeutic groups in the community. A grade of C or higher is needed to progress. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-460 Care of the Patient with Complex Health Issues II (Traditional/LPN-BSN)**

Nursing NRSG-460 is the second part of two courses that apply all the content taught in the curriculum to the care of patients experiencing high acuity complex conditions across the lifespan.

This synthesis course integrates the information taught throughout the program by focusing on care that is developmentally and culturally appropriate for patients who meet the AACN Synergy Criteria of minimally resilient, highly vulnerable, minimally stable, and highly complex. Students will collect and interpret complex patient data; make clinical judgments based on the beginning practitioner's ability to recognize patterns and trends which may predict the direction of the illness, sort out extraneous details; focus on key elements of each case while recognizing their professional limits and seek appropriate assistance. Students will incorporate critical thinking, quality improvement, collaboration and information technology as they plan and provide evidence-based care for patients experiencing alterations in health which identifies these patients as experiencing highly acute complex conditions in a variety of high acuity health care settings. The ANA standards of practice and the legal and ethical responsibilities of the professional nurse are integrated when caring for complex patients. Students will evaluate the patient's ability to participate in care, decision making, predictability and resource availability as they provide culturally appropriate care. Application of knowledge will be through the use of case studies, simulations, clinical experiences and preceptorship. (2 semester hours lecture and 3 semester hours clinical.) A grade of C or higher is needed to progress. Prerequisites: NRSG-410, NRSG-420, and NRSG-430. Corequisites: NRSG-450, NRSG-470, and NRSG-480.

**5 semester hours**

**NRSG-465 Community as Client (RN-BSN)**

Operationalizing the Program's Student Learning Outcomes, this course adds the additional focus of strengthening the theory base and continuing to experience community as patient. Through a variety of venues and modalities, students continue to experience the paradigm shift to community-as-patient and provides baccalaureate nursing care that promotes health and wellness. Prerequisite: NRSG-405.

**3 semester hours**

**NRSG-470 Community as Client (Traditional/LPN-BSN)**

This specialty course introduces the student to community-as-client by immersion in community health promotion activities, industries, utilities, charities, church-based organizations, social settings, and local government meetings etc. as venues to operationalize the Leveled Student Learning Outcomes. Gordon's Functional Patterns for Communities provides a framework for community assessment which is the primary focus of this course. Serendipitous experiences beyond assessment are folded into the course as appropriate. This course adds the additional focus of strengthening the theory base and continuing to experience community-as-patient. Through a variety of venues and modalities, students continue to experience the paradigm shift to community-as-patient and provide professional baccalaureate nursing care that promotes health and wellness. (2 semester hours lecture and 2 semester hours clinical.) Prerequisites: NRSG-410, NRSG-420, and NRSG-430. Corequisites: NRSG-450, NRSG-460, and NRSG-480.

**4 semester hours**

**NRSG-475 Excellence in Nursing (RN-BSN)**

This is the capstone course for the RN-BSN program. The student engages in academic endeavors that reflect application, synthesis and evaluation of concepts and nursing issues studied throughout the completion program. Application of educational experience to professional growth and contribution to the nursing profession is emphasized. Prerequisites: NRSG-405, NRSG-415, NRSG-425, NRSG-435, NRSG-445, NRSG-455, and NRSG-465.

**3 semester hours**

**NRSG-480 Improving Critical Thinking through Test-Taking Strategies: NCLEX-RN Part II**

(Traditional/LPN-BSN)

This is Part II of a comprehensive review course differing from Part I through the selection of different NCLEX-RN questions than those previously mastered. An integration and synthesis of all concepts, content, and nursing skills is provided as taught in the previous nursing courses by looking at more complex patient situations and patient care. This course enables the individual student to recognize areas that need enhancement prior to entering professional practice. Includes a review for NCLEX-RN® and strategies for success. (0.5 semester hours lecture and 0.5 semester hours clinical.) Prerequisites: NRSG-410, NRSG-420, and NRSG-430. Corequisites: NRSG-450, NRSG-460, and NRSG-470.

**1 semester hour**



**NRSG-490 Transitioning International Nursing Partnership Students for Success**

This course explores the essential elements of nursing in the healthcare system of the United States as it endeavors to prepare foreign nursing students with the skills necessary to continue and successfully complete their nursing education in the International Nursing Partnership. Designed for the non-native nursing student, this course will focus on socialization to the college and to the professional nursing role within the U.S. healthcare delivery system. Validation of educational, clinical and workplace competencies and clinical experiences occur to bridge practice gaps between the Philippines and the U.S. The primary goal of this course is to foster a supportive environment that provides the necessary education and resources to bridge practice differences between foreign education nursing students and the healthcare system they will encounter in the U.S (2 semester hours lecture and 2 semester hours clinical.) Prerequisite: Departmental permission. Enrollment is restricted to Arellano University transfer students.

**4 semester hours****NRSG-496 Educational Foundations and Laws for School Health Nursing (Traditional/LPN-BSN)**

Concepts related to the legal structure and governance of public education will be investigated. While an elective course, the learner nonetheless incorporates student learning outcomes that reference evidence-based care, caring environment, critical thinking, professional communication/collaboration, information technology and ethical and legal guidelines. Emphasis will be given to school law, legal procedures, policy-making, rules, regulations and issues pertinent to school nursing. Students currently enrolled in the Alderson Broaddus BSN program may take this course during their final year of the program or following graduation. All applicants who request certification by the WV Department of Education as a School Nurse must have an active unencumbered WV registered professional nursing license. (3 semester hours lecture and 0 hours clinical.) A grade of "C" or higher is required to successfully complete courses in the nursing major.

**3 semester hours****NRSG-497 School Health Nursing Practicum (Traditional/LPN-BSN)**

This course prepares the BSN level professional to provide age-appropriate care to students in the WV School systems. The course focuses on health education, child-centered care, community resources and advocacy for children and their families. Students currently enrolled in the Alderson Broaddus BSN program may take this course in their final semester or following graduation. All applicants who request certification by the WV Department of Education as a School Nurse must have an active unencumbered WV registered professional nursing license. Prerequisite: NRSG-496. (2 semester hours lecture and 0 hours clinical.) A grade of "C" or higher is required to successfully complete courses in the nursing major.

**3 semester hours****Philosophy (PHIL)****PHIL-190 Introduction to Philosophy**

Introduction to content and process of philosophy. Emphasis on terminology, traditional problem areas, concepts, themes, and ideas. Development of skill in reading and analyzing philosophical material.

**3 semester hours****PHIL-210 Ethics**

An examination of the nature of ethics, ethical disagreement, formal ethical theories and perennial topics in ethics (liberty, law, justice, rights). Reading and discussion, plus application of formal principles to case study situations to stress use of theory in practical situations.

**3 semester hours****PHIL-240 Environmental Ethics**

An examination of the nature of ethics, and ethical theories, and the application of theory to perennial topics in environmental ethics. In addition to reading and discussion, includes examination of case-studies, lectures by outside speakers, and a fieldtrip.

**3 semester hours**



**PHIL-290 Applied Logic**

Creative and critical thinking and problem solving based on the paradigm of the scientific method. Topics include types of syllogisms, propositions, basic statistical procedures, value judgments, and analyses.

**3 semester hours****PHIL-320 Philosophy of Religion**

Reading, writing and discussion focusing on problems within the philosophy of religion. Topics such as the nature of religious experience, the existence of God, the problem of evil, the place of reason in the life of faith. (Cross listed with RELG-320.) Prerequisite: Sophomore level or above; PHIL-190 strongly recommended.

**3 semester hours****PHIL-390 Special Topics in Religion and Philosophy**

Selected and varying subjects, presenting the opportunity for detailed examination of a topic. Titles under consideration include: Literature and Religion; Contemporary Religious Movements; and the Philosophy of Science. (Cross listed with RELG-390.) Not open to freshmen. Prerequisites stated at time of offering.

**3 semester hours****PHIL-391 Ethics of Health Care**

An examination of some of the major ethical issues involved in the practice of medicine, medical research, and health care policy. Prerequisite: Sophomore level or above.

**3 semester hours****Physical Education (PHED)****1 semester hour****PHED-195 Philosophy and Orientation in Physical Education and Recreation**

This course offers an orientation to the roles of physical education to the total life-long process of education and leisure in our society with emphasis on history, philosophy, program development, school-community relations and career opportunities.

**3 semester hours****PHED-220 Elementary Physical Education**

This course has been designed to assist the Physical Education majors to have a better understanding of the needs of and to promote a base for personal and lifetime fitness. The candidate will plan for a vigorous and a positive experience for the elementary child within the Physical Education setting and a structured recess activity. A 10-hour laboratory experience is required as part of this course. Prerequisite: PHED-195.

**2 semester hours****PHED-253 Teaching Physical Education Content in the Areas of Team and Individual Sports**

The objective of this course is to provide an overview of individual sports as identified under the West Virginia Department of Education Policy 5100, and develop the students' proficiency in ability to teach outcomes to the set targets. This course also includes other content in individual sports to be taught at all levels.

**3 semester hours****PHED-270 Personal Wellness/Fitness**

This course will provide students with opportunities to develop an individual optimal level of physical fitness, acquire knowledge of physical fitness concepts, and understand the significance of life style to one's health and fitness.

**1 semester hour****PHED-280 Coaching Theory, Tactics and Officiating**

This course deals with specific principles related to the coaching profession in America today. Those principles include leadership, motivation, techniques, and rules associated with coaching. Principles and problems will be discussed with opportunities given to apply knowledge to the students' specific sport. This course is not required for the PHED major. It is required for the minor in Athletic Coaching.

**3 semester hours**

**PHED-310 Physiology of Exercise for Physical Education**

This course is designed to provide physical educators with the study of the body's short- and long-term responses to physical activity. These responses will include changes in metabolism and in physiology of different areas of the body like the heart, lungs, and muscles, and structural changes in cells. Prerequisites: BIOL-110 and BIOL-111 with at least a C, and full admission into TEP.

**3 semester hours****PHED-320 Kinesiology for Physical Education**

This course is designed to introduce the student to movement concepts as applied to various sports activities. Laws of motion, principles of force and laws governing projectiles will be introduced and applied. The student will develop the ability to analyze skill movements in specific skills and activities. The anatomy and function of the musculoskeletal system and concept of levers will be reviewed. Prerequisites: BIOL-110 and BIOL-111 with at least a C, and full admission to TEP.

**3 semester hours****PHED-325 Adapted Physical Education/Recreation**

In this course, the interdisciplinary approach to adapted physical education and recreation will be explored with emphasis on the psychological, social and leisure aspects of exceptional individuals. Students will apply concepts gained by working with exceptional individuals in school, hospital and/or rehabilitation center. A 10-hour laboratory experience is required as part of this course. Prerequisite: Full admission to TEP.

**3 semester hours****PHED-360 Psychological and Sociological Principles of Physical Education**

This course examines the psychological and sociological perspectives relative to the scientific foundations of physical education. Prerequisite: PHED-195.

**3 semester hours****PHED-365 Assessment and Measurement**

This course will introduce the student to the fundamentals of measurement and evaluation in the field of physical education. This course is designed to help students understand essential statistical techniques, relevant measurement theory and available tests utilized in the evaluation process. A 5-hour laboratory experience is required as part of this course. Prerequisite: Full admission to TEP.

**3 semester hours****PHED-400 Organization, Administration and Management**

This course covers the functions and processes in the organization, administration and management of the physical education program. The course deals in skills associated with leadership, decision making, communication, time management, staffing, budgets, and legal concerns. Prerequisites: PHED-195 and PHED-360, and full admission to TEP.

**3 semester hours****PHED-480 Internship in Coaching**

This course serves to give the student an opportunity to work with an established coach and to gain experience in all aspects of an athletic coaching career. This course is not required for the PHED major. It is required for the minor in Athletic Coaching.

**4 semester hours**

**SPECIAL TOPICS IN PHYSICAL EDUCATION** (identified by the course number 390) may become available in certain semesters.

**Physics (PHYS)****PHYS-211 Introduction to Physics**

A course designed to introduce the way in which matter and energy behave in the physical universe. Topics include force, energy, momentum, properties of matter, heat, electricity, magnetism, light and nuclear energy. A weekly laboratory will reinforce the lecture topics. Prerequisite: Grade of C or better in MATH-113 or MATH-141 or WPI.

**4 semester hours****PHYS-221 General Physics I**

The first course in a two-semester sequence in algebra based general physics. The course is designed to provide science and pre-med students with knowledge of the fundamental properties

of the Universe. The topics include measurements, space, time, vectors, kinematics of one dimensional and multidimensional motion, dynamics, forces, work and energy, momentum, conservation of energy and momentum, collisions, rotational motion, rotational dynamics, elasticity, fluids, gravitation, oscillations, waves and sound. A weekly laboratory will reinforce the lecture topics. Prerequisite: Grade of C or better in MATH-141 or WPI.

**4 semester hours**

### **PHYS-222 General Physics II**

Continuation of PHYS-221 to other areas of the physical Universe. Topics cover heat and thermodynamics, electricity, magnetism, electromagnetic waves, light and modern physics. A weekly laboratory will reinforce lecture topics. Prerequisite: Grade of C or better in PHYS-221.

**4 semester hours**

### **PHYS-390 Special Topics in Physics**

Possible offering on topics not listed as regular offerings. Prerequisites and semester hour credit dependent on the topic offered.

**3-4 semester hours**

## **Political Science (POLS)**

### **POLS-190 Introduction to Political Science**

Application of political theory to political systems. Systematic study of past and present political processes. Treatment of the character of politics by a study of its fundamental issues.

**3 semester hours**

### **POLS-200 American National Government**

Structure and function of the American national government. Study of the Constitution, the scope of national legislative power, the judiciary, the administrative system, and various political forces.

**3 semester hours**

### **POLS-210 State and Local Government**

Position of the states and cities in the federal system. Features of state constitutions. Functioning processes of major elements of government at state, county, city, and other levels.

**3 semester hours**

### **POLS-220 International Studies**

This course seeks to give students the tools to understand how the world system is structured and how it functions: How do governments attempt to regulate international conflict, govern global affairs and pursue national agendas? In addition, this course strives to introduce students to the major issues confronting human race within the international arena at the outset of the 21st century – the continuing threat of war (nuclear, chemical, biological and conventional); national, religious and ethnic conflict; terrorism; transnational organized crime; environmental and public health problems; the costs and consequences of accelerating globalization and economic interdependence; the elimination of poverty; the protection and furtherance of human rights; and the struggle for democracy, order and the rule of law.

**3 semester hours**

### **POLS-310 Constitutional Law**

Development of the United States Constitution. Analysis of factors influencing its formulation and subsequent interpretation: legislative, executive, and judicial powers, civil liberties, due process of law and federalism. Prerequisite: POLS-200.

**3 semester hours**

### **POLS-340 International Law**

This course will trace the evolution of international law starting with the Nuremberg trials, and moving forward to include the International Criminal Tribunals for Rwanda and former Yugoslavia, the International Criminal Court, and other human rights trials. The course shall examine the differences between national, regional (European Court of Justice), and global approaches to international law. Prerequisite: POLS-220.

**3 semester hours**

**POLS-430 Public Policy**

Study of the formation, implementation and evaluation of American public policies, including analysis of specific policy areas, such as welfare, education, healthcare and crime, among others. Prerequisite: POLS-200.

**3 semester hours**

**Psychology (PSYC)****PSYC-190 General Psychology**

A general overview of the field of psychology designed to provide the student with a knowledge and understanding of basic principles in psychology and their applications to human behavior.

**3 semester hours**

**PSYC-220 Human Development**

Provides an introduction to the field of life span development, from conception through old age, covering physical, cognitive and psychosocial development. Major theories, issues and trends in the field are reviewed.

**3 semester hours**

**PSYC-230 Human Adjustment**

Overview of various areas of individual adjustment to life, with an emphasis on the healthy personality and techniques for meeting the demands of one's life.

**3 semester hour**

**PSYC-240 Child Development**

This course examines the basic foundations of progressive psychological changes that occur in human beings as they age, with an emphasis on the birth to elementary school years. The field of Developmental Psychology examines change across a broad range of areas including motor skills and other psycho-physiological processes, problem solving abilities, conceptual understanding, language acquisition, moral understanding, and identity formation. The objective of this course is for students to gain comprehensive knowledge from biological, cognitive, social, and emotional perspectives.

**3 semester hour**

**PSYC-260 Statistics and Data Analysis**

Emphasis on producing and interpreting standard means of presenting summary data and using appropriate statistical procedures. Includes basic parametric and non-parametric statistics as they are applied to data from the behavioral sciences. Prerequisite: Grade of C or better in DEVL-011 or placement.

**3 semester hours**

**PSYC-295 Human Sexuality**

The course is an introduction for students to learn the psychological, physiological, and social aspects of sexuality. Information and studies of the sexual response, sexual myths, and sexual variations help the student achieve an understanding of their own and other individuals' unique sexuality.

**3 semester hours**

**PSYC-301 Behavior Modification**

Introduction to the principles of classical and operant conditioning and their application to the understanding, prediction and control of behavior. Includes laboratory projects in conditioning. Prerequisite: PSYC-190 or PSYC-220.

**3 semester hours**

**PSYC-302 Perception and Cognition**

Consideration of classical and contemporary theory and research in perceptual and cognitive processes, including information processing, concept formation and thinking. Laboratory may include demonstrations or research projects, or both.

**3 semester hours**

**PSYC-315 Introduction to Sports Psychology**

This course examines psychological theories and research related to sport and exercise behavior. The course is designed to introduce students to the field of sport and exercise psychology by providing a broad overview of the major topics in the area.

**3 semester hours**

**PSYC-330 Industrial Organization Psychology**

Survey of Industrial/Organizational Psychology is designed to introduce you to a variety of topics, concepts, and principles relevant to understanding and improving people at work from the time they enter the labor force until retirement as well as the organizations in which they work. This course focuses both on understanding the psychological bases of work behaviors, cognitions, and emotions and practices that can be implemented to create a good fit between employees' characteristics and work demands. We will address a number of topics during this class, including the structure/characteristics of jobs, techniques for assessing and supporting employee performance, selecting and training a workforce, and the various mechanisms that influence employee motivation and attitudes, among other areas.

**3 semester hours****PSYC-340 Cyberpsychology**

Cyberpsychology is a discipline that combines psychology, criminology, and technology to investigate the intersection where technology and human behavior meet. Using the Eight Dimensions of Cyberpsychology Architecture as an interdisciplinary model, this course examines how emerging computer technologies, especially social media, affect the way people think, feel, and behave both online and in the face-to-face world.

**3 semester hours****PSYC-360 Research Methods**

This course is designed to prepare students for original research in the experimental study of behavior. Critical examination will be given to various research strategies. Students will gain experience in structuring, conducting and interpreting simple psychological experiments; they will learn to use the tools and equipment commonly employed in psychological research and to prepare research reports. Prerequisite: PSYC-260.

**3 semester hours****PSYC-390 Special Topics in Psychology**

Selected subjects, varying from offering to offering, presenting the opportunity for a more detailed examination of a topic than is possible in a general course.

**3 semester hours****PSYC-395 Death and Dying**

This course provides an introduction to and overview of the topics of aging, dying and death in context of the dilemmas posed by medical technology applied at the end of life. Both a historical and multicultural perspective is presented.

**3 semester hours****PSYC-400 Social Psychology**

Human behavior viewed as interaction of the individual with other individuals, groups and with the socio-cultural setting. Prerequisite: SOCI-190, or PSYC-190.

**3 semester hours****PSYC-420 Abnormal Psychology**

Symptomatology, etiologies and treatment of the major mental disorders. Prerequisite: PSYC-190 or PSYC-220.

**3 semester hours****PSYC-430 Counseling Theories and Issues**

Introduction to theories, techniques and issues of counseling. Prerequisite: PSYC-420.

**3 semester hours****PSYC-485 Internship in Psychology**

Field placement and experience.

**3-6 semester hours****PSYC-495 Seminar in Psychology**

This course explores important psychological issues from different perspectives within the field of psychology and related academic disciplines. Critical thinking, analysis and research skills are required of the student in classroom participation and assignments. The student will design, conduct and evaluate an individual research project as part of this course. Prerequisites: PSYC-260 and PSYC-360.

**3 semester hours**

## **Public Administration (PADM)**

### **PADM-101 Introduction to Public Administration**

A general overview of public administration designed to provide the student with a knowledge and understanding of basic principles in public administration. This introductory course provides an overview of the field of public administration by focusing on theoretical foundation and practical knowledge. The aim of this course is to familiarize students with the basic principles, context, environment, organizational structure, and contemporary issues in public administration.

**3 semester hours**

### **PADM-430 Public Policy**

Study of the formation, implementation and evaluation of American public policies, including analysis of specific policy areas, such as welfare, education, healthcare and crime, among others. Prerequisite: POLS-200.

**3 semester hours**

### **PADM-490 Field Practicum**

This course will allow students to observe and document how working professionals in the public administration field perform their duties. This experience will also provide students with the opportunity to practice and demonstrate their developing skills and competencies.

**3 semester hours**

### **PADM-495 Seminar in Public Administration**

This course explores important issues in public administration from different perspectives within the field and related academic disciplines. Critical thinking, analysis and research skills are required of the student in classroom participation and assignments.

**3 semester hours**

## **Reading (READ)**

### **READ-300 Reading in the Secondary Schools**

This course offers a study of reading, thinking, study and location skills essential at middle and high school levels, and assessment techniques, technology, lesson and unit development in content area. A 10-hour laboratory experience is required as part of this course. Prerequisites: Full admission to TEP.

**3 semester hours**

### **READ-320 Reading in the Elementary School**

This is a basic course in teaching reading at the elementary level. It gives teacher candidates who have little or no previous experience in this area an opportunity to study the reading process and learn how to apply effective techniques and methods to elementary teaching of reading. A 10-hour laboratory experience is required as part of this course. Prerequisite: Full admission to TEP.

**3 semester hours**

### **READ-322 Language Arts in the Elementary School**

This is a basic course in teaching the language arts and the writing process at the elementary level that gives students who have little or no previous experience in this area an opportunity to study the relationships among the various areas of language arts and learn how to apply effective techniques and methods to classroom teaching. A 10-hour laboratory experience is required as part of this course. Prerequisite: Full admission to TEP.

**3 semester hours**

### **READ-450 Corrective Techniques in Reading Instruction**

This is a course in diagnostic and corrective techniques in reading, especially related to the elementary school. Attention to reading problems and their correction or solution through the use of equipment and materials available to the classroom teacher. A 10-hour laboratory experience is required as part of this course. Prerequisites: Grade of C or better in READ-320 and READ-322, and full admission to TEP.

**3 semester hours**



## **Religion (RELG)**

### **RELG-280 Religions of the World**

This course covers the origin; historical development; central theological, philosophical and ethical perspectives; and critical comparison of the major religions of humankind.

**3 semester hours**

### **RELG-285 Spiritually and Health Care**

This course introduces the health care student to some of the “major” religions of humankind. In addition to introducing the health care student to the nuances of various religions that impact their care, it also provides a brief introduction into the religions’ history, culture, and their sects, beliefs, and rituals.

**3 semester hours**

### **RELG-290 Introduction to the Old Testament**

Literary and historical examination of portions of the Old Testament. Formation of the Pentateuch, the rise of the literary prophets, and the development of Judaism.

**3 semester hours**

### **RELG-295 Introduction to the New Testament**

Literary and historical examination of portions of the New Testament. Attention to the synoptic gospels, Johannine writings, and the Pauline epistles.

### **RELG-320 Philosophy of Religion**

Reading, writing, and discussion focusing on the problems within the philosophy of religion. Topics include the nature of religious experience, the existence of God, the problem of evil, the place of reason in the life of faith. (Cross listed with PHIL-320.) Prerequisite: Sophomore level or above; PHIL-190 strongly recommended.

**3 semester hours**

### **RELG-325 Christian Theology**

Study of the origin, nature, methodology, and themes of Christian theology with special reference to the doctrines of God, Christ, the Church, and humanity, as well as an exploration of the relationship of theology to creed. Prerequisite: RELG-295; sophomore level or above.

**3 semester hours**

### **RELG-332 Introduction to Christian Ministry**

Study of significant theologies of ministry to understand the nature of this aspect of Christian life and work. Attention is also given to practical and basic forms of ministry such as worship, preaching, teaching, and pastoral care. Prerequisite: RELG-295; sophomore level or above.

**3 semester hours**

### **RELG-360 The Christian Church through the Ages**

History and development of the Christian church from the apostolic period to the modern ecumenical movement. (Cross listed with HIST-360.) Prerequisites: HIST-150 and HIST-160, or WPI.

**3 semester hours**

### **RELG-390 Special Topics in Religion and Philosophy**

Selected and varying subjects, presenting the opportunity for a detailed examination of a topic. Titles under consideration for the period include: Literature and Religion, Contemporary Religious Movements, The Philosophy of Science. (Cross listed with PHIL-390.) Not open to freshmen. Prerequisites stated at time of offering.

**3 semester hours**

## **Sociology (SOCI)**

### **SOCI-190 Introduction to Sociology**

Society and culture, including analysis of social interaction, personality, social institutions, communities and social change.

**3 semester hours**

**SOCI-210 The Family**

Analysis of the family as a social institution. The historical antecedents and contemporary problems of dating, courtship, marriage, marital adjustment, and rearing a family. Prerequisite: Sociology 190.

**3 semester hours**

**SOCI-230 Appalachian Studies**

An interdisciplinary study of the major problems in Appalachian history from the colonial period to the present. The class content includes the perspectives of social, political, economic and environmental histories. Special attention will be given to West Virginia history. Cross listed with HIST-230.

**3 semester hours**

**SOCI-240 Social Problems**

The personal and social processes involved in deviation from the norms of society and in social disorganization. Prerequisite: SOCI-190.

**3 semester hours**

**SOCI-250 Social Sciences Research Methods**

This course is an examination of basic research design and the various methodologies in the social sciences. Both quantitative and qualitative research methods will be covered. This class does not focus on substantive issues in the social sciences but rather the ways in which material is gathered and analyzed. Graduates of this course will be able to investigate and explain the means by which social scientists gather, interpret, and present evidence.

**3 semester hours**

**SOCI-310 Social Gerontology**

The study of aging in social context including theories on physical and psychological aging, personal adaptation, societal responses, and policy making. Prerequisite: SOCI-190.

**3 semester hours**

**SOCI-320 Minorities**

A study of the social, political, economic and cultural interactions between the majority and minority populations in North America. Includes a study of the nature of prejudice and discrimination, and the processes and rates of assimilation. Prerequisite: SOCI-190.

**3 semester hours**

**SOCI-350 Criminology**

Classifications and theories of crime and criminal behavior. Methods of treating the criminal. The youthful offender, criminal courts, and penology. Prerequisite: SOCI-190.

**3 semester hours**

**SOCI-390 Special Topics in Sociology**

Selected subjects, varying from offering to offering, presenting the opportunity for a more detailed examination of a topic than is possible in a general course.

**3 semester hours**

**Spanish (SPAN)****SPAN-110 Elementary Spanish I**

Introductory language study focusing on the development of communicative competency. Emphasis on listening, speaking, reading, writing, and culture. Lab work required.

**3 semester hours**

**SPAN-111 Elementary Spanish II**

Continuation of language study with somewhat more emphasis on listening and speaking skills. Lab work required. Prerequisite: Grade of C or better in SPAN-110.

**3 semester hours**

**SPAN-220 Intermediate Spanish I**

Comprehensive continuation of four-skill study of Spanish language and culture. Lab work and oral presentation required. Most of class conducted in Spanish. Prerequisite: Grade of C or better in SPAN-111.

**3 semester hours**

**SPAN-221 Intermediate Spanish II**

Continued study of the four language skills and culture. Lab work and oral presentation required. Class conducted in Spanish. Prerequisite: Grade of C or better in SPAN-220.

**3 semester hours**

**SPAN-390 Special Topics in Spanish**

Topics may include Medical Spanish, Business Spanish, and Conversational Spanish.

**3 semester hours**

**Special Education (SPED)****SPED-100 Areas of Exceptionality in Special Education**

This course is designed as a guided survey course in the area of disability in the field of Special Education. In addition, there will be an exploration into the historical, philosophical, political, and sociological foundations of policies as they relate to exceptional children. A 15-hour laboratory experience is required as part of this course. Prerequisite: Grade of C or better in EDUC-170.

**3 semester hours**

**SPED-230 Mild to Moderate Educational Needs**

Mild to moderate educational needs examines the learning characteristics and needs for those exceptional students identified as having a learning disability (LD), intellectual disability (ID), and behavior disorders (BD). It is specifically designed for those students seeking the Multi-Categorical Special Education Endorsement. The course will prepare students to plan for, teach to, and assess the specific educational needs of those P-12 students who have been included in the general education classroom settings. A 10-hour laboratory experience is required as part of this course. Prerequisite: Grade of C or better in SPED-100.

**3 semester hours**

**SPED-240 Instructional Strategies and Behavior Management.**

This course introduces behavioral and cognitive behavior management strategies for increasing and reducing behaviors for exceptional students in P-12 settings. It also includes a review of teaching techniques, single subject designs, and interventions for managing treatment through the use of theoretical models. A 10-hour laboratory experience is required as part of this course. Prerequisite: Grade of C or better in SPED-100.

**3 semester hours**

**SPED-310 Assessment in Special Education**

The course is designed as a general introduction to the issues and practices regarding the assessment of individuals with disabilities. Emphasis is given to data collection procedures, technical adequacy of tests, assessment of various handicapping conditions, types of tests, as well as appropriate placement options for the handicapped child. Prerequisites: Grade of C or better in SPED-100, SPED-230, and SPED-240, and full admission to TEP.

**3 semester hours**

**SPED-340 Strategies for Inclusive Settings**

This is a methods-level course designed to assist teacher candidates in providing appropriate learning environments, behavior management and consultation, and services for all students served in inclusive classroom settings. Although primary emphasis is directed toward educating students with identified disabilities, the course uses a cross-cultural orientation that provides the beginning teacher with strategies for providing effective classroom instruction for all students. A 15-hour laboratory experience is required as part of this course. Prerequisites: Grade of C or better in SPED-100, and full admission to TEP.

**3 semester hours**

**SPED-400 Practicum in Special Education**

This course is designed to provide teacher candidates with a supervised Special Education field experience. The practicum ensures that, in addition to teaching, teacher candidates will gain the experience and skills that are unique to the Special Education Profession. This practicum will involve conducting assessments of education functioning, IEP development, curriculum and classroom design, collaboration skill, instructional strategies and the evaluation of instruction on analysis of student performance data. When and where appropriate, this practicum will also focus on providing support for exceptional students who participate in "inclusive" programs. This course

is taken as a 20-hour field experience during the full-year residency. Prerequisite: Full admission to residency.

**3 Semester hours**

## **Sport Management (SPMT)**

### **SPMT-101 Introduction to Sport Management**

This course discusses the meaning of sport management in terms of its scope, principles, issues and future trends. In addition, this course examines the job responsibilities and competencies required of sport managers in a variety of sports or sports-related organizations in a hope to have the student become acquainted with the role of sport administrators and managers. Finally, this course provides the student with an overview of the different facets and career opportunities that are available in the field of sport management.

**3 semester hours**

### **SPMT-130 Budget and Finance of Sport Management**

Basic theory in finance and accounting applied to managerial control of sport organizations. Includes forms of ownership, taxation, financial analysis, feasibility studies, and economic impact studies.

**3 semester hours**

### **SPMT-150 Technology in Sport**

This course provides an understanding of the technological concepts and principles relevant to sport management and provides practical experience in the use of emerging technologies in the field.

**3 semester hours**

### **SPMT-215 Social Media & Public Relations in Sport**

An introduction to sport communication. Emphasis is placed on the fields within sport communication, including but not limited to sports information, public relations, media production, marketing and research, interactive media, media trends, production competencies, and employment options and trends. Special attention is given to topics such as historical and theoretical features of the field, personal and organizational processes, sport media, services and support systems, and sociological aspects.

**3 semester hours**

### **SPMT-240 Sport Facility and Event Management**

The Sport Facility and Event Management course examines the principles of facility operations and event management in the sport business and entertainment management industry. It focuses on the application of facility operations and event management/principles and concepts to organizations in professional and collegiate sport. The class provides students with an in-depth investigation of unique challenges and opportunities that are routinely faced by a business manager in the context of events at sport and entertainment venues.

**3 semester hours**

### **SPMT-260 Sport Marketing**

This course is designed to help prepare undergraduate students for sports marketing roles in the profession. As sports marketing matures daily with societal demands of the sport product, technological advances, and different cultures consuming sport, students will be prepared for differing trends in sports marketing, public relations, and advertising. Hands-on projects will help the students apply the techniques learned along with preparing them to work collaboratively in the sport management field.

**3 semester hours**

### **SPMT-305 Sport Law and Ethics**

This course will enhance the student's knowledge of legal issues commonly faced by coaches, both on and off the field, so the student will be able to utilize this knowledge in day-to-day situations faced by amateur and professional coaches and develop a basic understanding of the law so that the student may recognize and hopefully avoid common legal pitfalls. Fundamentals of the areas of the law that affect sports and that are affected by sports will also be covered. Tort law, criminal law, and constitutional law are explored as well as Title IX and the Civil Rights Act of 1994 on sport law.

**3 semester hours**

**SPMT-315 NCAA Compliance**

This course is designed to give students an understanding of the history, purposes, fundamental policies, and administrative organization of the NCAA.

**3 semester hours**

**SPMT-320 Organizational Behavior in Sport**

Explores the theory and practice of sport organizations and their various governance structures, authority, functions, and requirements for membership. Organization theory is presented in the context of sport organizations that regulate high school athletics, intercollegiate athletics, state, national, and international amateur sport, and professional sport.

**3 semester hours**

**SPMT-355 Leadership in Sport**

This course exposes the student to various leadership theories, management principles, and variables, including analysis of the methods and materials commonly utilized by organizational researcher

**3 semester hours**

**SPMT-400 Program Planning in Recreational Sport**

Students will learn to enhance individual, group and community Sports Management experiences by integrating leadership skills and group dynamics techniques with established programming principles and practice.

**3 semester hours**

**SPMT-485 Sport Management Internship**

Supervised recreational leadership field work in public and private recreational programs.

***3 semester hours for Sport Management Minor only***

## DIRECTORIES

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 John W. Ebert, Vice Chair  
 Harry G. "Chip" Shaffer III, Secretary  
 Valerie A. Woodruff, Treasurer

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Dr. James "Tim" Barry, B.A., M.S., Ed.D.	Philippi, WV
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### ADMINISTRATION

**NOTE: Year in which current period of service began is shown in parenthesis following name. Where applicable, an earlier period of service is also indicated.**

### President's Cabinet

James "Tim" Barry (2015), B.S., Ed.D.	President & Interim Vice President for Institutional Advancement
Eric A. Shor (1999), B.S., M.S., Ed.D.	Vice President for Enrollment Management & Executive Vice President for Administration
Bruce A. Blankenship (1993) (2011), B.A., M.Div.	Assistant to the President for Special Projects & Title IX Coordinator
Andrea J. Bucklew (2012), B.S., J.D.	Provost & Executive Vice President for Academic Affairs
Carrie Bodkins (2005), B.S., M.S., M.Ed.	Athletic Director, Senior Woman Administrator
Joshua D. Allen (2006), B.S., M.S.	Associate Vice President of Institutional Advancement & Director of Alumni Relations
Jeffrey A. Rogers (2016), B.S.	Executive Vice President of Finance & Chief Financial Officer
Karla R. Hively (2014), A.S.	Executive Assistant to the President & Secretary to the Board of Trustees and Governors
Carson Comer	Student Government Association, President



**Professional Staff**

Lee E. Bradley (2019), BS	Assistant Athletic Director for Compliance
Lora Bryant (2014), B.S.	Director of Financial Aid
Robert S. Buckingham (2015), B.S., O.D., Ph.D.	Director of Institutional Research
Edward P. Burda (1993), B.S., M.A.	Director of Campus Services
Shawn D. Crosby (2021)	Assistant Director of Campus Safety
Molly L. Cummings (2015), B.A.	Director of Admissions
David A. Falletta (2013), B.S., M.A.	Dean of Students
Nathan D. Fortney (2014), B.S., M.S.	Director of Instructional Design
Sandra O. Frame (2019), B.A., M.A.	Director of the Annual Fund
Jennifer C. Hawkinberry (2019), B.S., M.Ed., Ph.D.	Assistant Vice President of Enrollment Management & Deputy Title IX Coordinator
Chad S. Hostetler (2010), B.A., M.A.	Director of Personal Counseling Services
Ronda S. Howell (2017), B.S., E.M.B.A.	Assistant Controller
David E. Hoxie (1990), B.A., M.L.S.	Director, Library Services
Sandra E. Hoxie (1990), B.A., M.L.S., Hon.D.Ed.	Registrar/Assistant Librarian
William B. Klaus (2000), B.A., M.A.	Director of International Educational Services
Kevin M. Marshburn (2021), B.A., M.A.	Director of Housing & Residence Life
Amy R. Mason (2012), B.S., M.A., Ph.D.	Director of Academic Center for Educational Success
Chad Mayle (2018), B.S.	Controller
Kellie J. McMillen (2019), B.S., M.S.	Director of Career Services
Joseph M. Mitchell (2021), B.S.	Graphic Designer/Multimedia Specialist
Julia M. Morris (1998), B.S.	Director of Information and Research
Jeffrey D. Moyer (2010), A.S.	Systems Analyst, Administrator
Jennifer R. Phillips (2015), B.A.	Director of Human Resources
Christopher N. Randolph (2019), B.A., M.M.	Director of Development and Corporate Relations
Patricia D. Robinson (2018), B.S., M.B.A.	Assistant Director of Financial Aid
Matthew R. Sisk (2013), B.A., M.S.	Director of Campus Safety, Chief of Security & Deputy Title IX Coordinator
Lynne C. Sourwine-Capece (2018), B.S.	Advancement Officer
Cary L. Sponaule (2021), B.A., M.S.	Director of Marketing and Communications
Lawrence J. Tallman (2013)	Director of Facilities
Teresa D. VanAlsborg (2011), B.A., M.Ed.	Director of Clinical Education/Assistant Professor of Physician Assistant Studies
Brandon C. Weaver (2018), B.S.	Director of Fiscal Operations
Carol Weaver (1991), B.S.	Director of Informational Technology Services
Tyler J. Zero (2021), B.A., M.A.	Student Engagement Coordinator

**Support Staff**

Kelli N. Blake (2019)	Administrative Assistant, College of Science, Technology and Mathematics
Kelly Bracey (1989), B.A.	Assistant to the Librarian
Samantha D. Croston (2011)	Administrative Assistant, Athletics
Bonnie F. Currence, (2010), A.A., B.A.	Administrative Assistant, Facilities
Paula D. Daniels (2018), B.S., M.Ed.	Admissions Counselor
Christine S. Davies (2019), B.S.	Accounts Payable Coordinator
Hunter L. Davis (2021), B.S.	Resident Director
Janey L. Exline (2021)	Administrative Assistant, School of Nursing

Kristi J. Freeman (2019)  
 Amber D. Foster (2018)  
 Kelly L. Gassanola (2014)  
 Sondra L. Guire (2016)  
 Ashley N. Herrod (2016)  
 James R. Hoffman (2021), A.A.S.  
 Angela C. Holbert (2021)  
 Hannah N. Hoover (2021) B.A.  
 Bobbie Jo Jacobs (1977)  
 Mikki S. Jones (2021)  
 Amy S. Lanham (2015), B.S.  
 Anna R. Marsh (2017), A.A.S.  
 Tammy J. Mayle (2016)  
 Roger L. McDonald (2013), B.A.  
 Theresa D. McVicker (1999)  
 Jennifer L. Propst (2021),  
 Emily J. Rosier (2007), B.A.  
 Pennie R. Roueche (2019),  
 Traci N. Shaffer (2005)  
 Kelly L. Shiflett (2015)  
 Rana L. Smith (2010)  
 Ashleigh R. Stewart (2021), B.S.  
 Tammy J. Tallman (2012)  
 Amy B. Tenney (2019)  
 Jessica L. Vida (2017)

#### **Athletic Staff**

Douglas M. Alban (2020), B.S., M.Ed.  
 Quentin A. Archuleta (2020), B.S., A.T.C.  
 John E. Baker (2018), B.A.  
 Dustin L. Barrow (2021), A.A.S., B.S.S.  
 Paxton R. Boyer (2019), B.S.  
 Robert L. Breton (2018), B.S.  
 Stephen M. Dye (2018), B.S., M.S.  
 Tucker D. Devilbiss (2020), L.A.T., A.T.C., P.E.S.,  
 N.A.S.E.-C.S.S.  
 J. Travis Everhart (2020), B.A., M.A.  
 Ta-Rel A. Franklin (2019), B.S., M.B.A.  
 Samuel T. Gardner (2015), B.A., M.A.  
 Chad D. Haller (2020), B.S.  
 Margaret F. Heft (2020), BS, MSAT, ATC  
 Jaron D. Hulme (2016), B.A., M.B.L.  
 Lukas A. Jaksich (2021), B.G.S.  
 Bradford L. Jett (2018), B.A., M.Ed.

Copy Center Technician  
 Administrative Assistant, Registrar's Office  
 Administrative Assistant, Admissions Office  
 Financial Aid Counselor  
 Payroll Coordinator and Perkins Loan Officer  
 Technical Support Specialist  
 Administrative Assist, Office of Financial Aid  
 Admissions Counselor  
 Administrative Assistant, School of Physician Assistant  
 Studies  
 Administrative Assistant, Business Office  
 Admission Counselor  
 Administrative Assistant, Provost & Executive Vice President  
 for Academic Affairs  
 Administrative Assistant, Student Affairs  
 Sim Lab Specialist/Clinical Compliance Officer  
 Student Accounts Manager  
 Admissions Application Processor  
 Assistant Registrar  
 Coordinator of Donor Relations  
 Administrative Assistant, Colleges of Humanities and Social  
 Science & Business  
 Counselor, Financial Aid  
 Administrative Assistant, Vice President for Enrollment  
 Resident Director Blue, Gold, and University  
 Administrative Assistant, Bookstore; Post Office  
 Accounts Receivable Coordinator  
 Field Experience Coordinator/Administrative Assistant, College  
 of Education and Music

Head Swim Coach  
 Athletic Trainer  
 Head Rugby Coach  
 Assistant Football Coach  
 Head Women's Lacrosse Coach  
 Assistant Women's Soccer Coach  
 Head Men's Basketball Coach  
 Athletic Trainer  
 Head Football Coach  
 Assistant Men's Basketball  
 Head Wrestling Coach  
 Head Cheer and Dance Coach  
 Athletic Trainer  
 Head Women's Soccer Coach  
 Assistant Baseball Coach  
 Head Sprint Football Coach

Rachel H. Lamb (2020), M.Ed., LAT, ATC	Athletic Trainer
Robert C. Mallonee (2016), B.S.	Head Men's Lacrosse Coach
Tomaz F. Marinelli (2021), B.A.	Assistant Men's Soccer Coach
Zachary S. Mishler (2017), B.A.	Head Baseball Coach
Joseph M. Montag (2020), B.S. M.S.	Assistant Football Coach
Angelica V. Owen (2021), B.S.	Assistant Men/Women Rugby Coach
Matthew M. Perotti (2019), B.S.	Assistant Sprint Football Coach
Russell Scott Phipps (2014), B.A., M.Ed.	Head Men's Soccer Coach
Amelie A. Poulin (2019), B.A.	Assistant Rugby Coach
Summer N. Quesenberry (2020), B.A., M.S.	Head Women's Basketball Coach
Justin J. Rallo (2021), B.S.	Assistant Men's Lacrosse
Adam L. Rothstein (2019), B.A.	Assistant Sprint Football Coach
Daniel S. Rowe (2021), B.S.	Assistant Football Coach
Dayton R. Schurr (2021), B.A.	Assistant Sprint Football Coach
Luke A. Shamblin (2018), B.A, M.Ed.	Head Softball Coach
Charles P. Shoemaker (2018), B.S., M.Ed.	Head Men's Volleyball Coach
Nathan B. Smith (2019), B.S.	Assistant Director of Sports Information
Brian D. Staats (2020), B.A.	Assistant Football Coach
Abby M. Stoner (2007), B.A.	Women's Volleyball Coach
Paris A. Vaughn (2019), B.A.	Assistant Men's/Women's Cross Country and Track Coach
Sarah L. Weaver (2005), B.S., M.S.	Head Athletic Trainer
Joshua R. Wolfe (2020), B.A.	Assistant Cheer Coach

**FACULTY EMERITI**

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Professor Emerita of Theater  
B.S., M.A., West Virginia University  
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M.M., Ohio University  
D.M.A., West Virginia University

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M.S., University of Maine  
Ph.D., The Pennsylvania State University  
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B.D., Southwestern Baptist Theological Seminary  
Th.D., Iliff School of Theology

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Ed.S., Marshall University  
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M.S., West Virginia University

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B.Th., B.A., Kentucky Christian University  
B.S., B.S., Mountain State University  
Graduate Certificate, Southern New Hampshire University  
M.A., West Virginia Graduate College  
M.A., West Virginia University  
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Political Science and Criminal Justice  
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Ph.D., Northcentral University

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M.A., West Virginia University  
D.N.P., American Sentinel University

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M.Div., Pensacola Theological Seminary  
D.Min., Southern Evangelical Seminary

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M.S.N., West Virginia Wesleyan College

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Ed.D., West Virginia University

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M.M., Miami University  
D.M.A., West Virginia University

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M.A., West Virginia University  
M.A., West Virginia University

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B.S., Concord College  
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