

# **LINCOLN UNIVERSITY UNDERGRADUATE BULLETIN**

**2017 - 2019**



**820 Chestnut Street  
JEFFERSON CITY, MISSOURI  
65102-0029**

**573-681-5000**

**[www.lincolnu.edu](http://www.lincolnu.edu)**

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# FOREWORD

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The *Lincoln University Undergraduate Bulletin* is published every two years, effective from the beginning of a fall semester to the end of a summer session; and contains the academic regulations and degree requirements of the University. It also serves as a guide to the academic programs of the University and is intended to assist students in the selection of their programs of study. The information contained in this publication is current and accurate at the time of printing. However, because changes in economic conditions and/or student program needs may occur at any time within the two-year period, Lincoln University reserves the right to adjust fee schedules, admission requirements, academic policies, curricula, and other institutional regulations and requirements as necessary and to discontinue or change programs listed in the *Lincoln University Undergraduate Bulletin* and to cancel any class listed in a *Schedule of Courses*. Students will be notified of changes through office and departmental correspondence and/or institutional postings.

Students are expected to be familiar with the information contained in the *Bulletin*. Students are also responsible for knowing and understanding regulations and policies and for meeting all deadlines and requirements of admission, registration and degree programs. Failure to read the information provided will not be considered an excuse for noncompliance.

A student may choose to satisfy the requirements for graduation from any one *Bulletin* issued in the eight years prior to the awarding of a bachelor's degree or the three years prior to the awarding of an associate degree, provided that he/she was enrolled during the school year for which that *Bulletin* was issued.

Should revisions of the information contained in this document occur, the information will be published online and distributed through the various offices of the University. This *Bulletin* reflects University policy as of August 2017.

## **Notice of Non-Discrimination and Accessibility Services**

Applicants for admission and employment, students, employees, sources of referral of applicants for admission and employment, and all professional organizations holding professional agreements with Lincoln University are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning compliance with the regulations implementing **Title VI, Title IX or Section 504 of the Rehabilitation Act of 1973** is directed to contact the Coordinator for Access and Ability Services, who has been designated by the University to coordinate the University's efforts to comply with the regulations implementing Title VI, Title IX and Section 504. The Assistant Secretary for Civil Rights, U.S. Department of Education, may also be contacted regarding the University's compliance with the regulations implementing Title VI, Title IX, Section 504 or the Americans with Disabilities Act.

In accordance with Title IX regulations **34 C.F.R. § 106.9**; Lincoln University does not discriminate on the basis of sex in the education programs or activities it operates. Lincoln University does not discriminate on the basis of sex in admission to or employment in its education programs or activities. Inquiries to recipients concerning the application of Title IX and its implementing regulations may be referred to the Title IX coordinator, James Marcantonio, Human Resource Director, 101 Young Hall, 820 Chestnut Street, Jefferson City, Missouri 65102-0029, telephone number: (573) 681- 5019, Fax: (573) 681-5787; or the Office for Civil Rights(OCR) , Kansas City, U.S. Department of Education, , One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, Email: [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov), Telephone number: (816) 268-0550, Fax: (816) 823-1404, TDD: (800) 877-8339

### **Sexual Harassment, Sex Equity and Gender Discrimination Complaint Policy and Procedures**

Lincoln University prohibits discrimination on the basis of sex, including sexual harassment, in education programs and activities. **Title IX** protects individuals from harassment connected to any of the academic, educational, extracurricular, athletic, and other programs, activities or employment of schools, regardless of the location. Title IX protects all individuals from sexual harassment by any school employee, student, and a non-employee third party. This policy applies equally to all students and employees regardless of the sex, gender, sexual orientation, gender identity, or gender expression of any of the individuals involved. No officer, employee, or agent of an institution participating in any program under this title shall retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of this policy.

Discrimination Processes and Procedures can be found on the following website:  
<http://bluetigerportal.lincolnu.edu/web/police-department/title-ix-processes-and-procedures>

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# University Calendar

## Fall 2017 – Summer 2019

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### Fall Semester 2017

*The University reserves the right to make changes as necessary.*

<b>Jul. 31</b>	<b>Mon.</b>	<b>Last day to submit FAFSA for fall 2017 processing</b>
Aug. 7-8	Mon. – Tues.	Fall Faculty and Staff Institute
10	Thu.	First Freshman Move In (only for students who are attending the 8/11 orientation)
11	Fri.	Last day to submit ARC appeal for fall 2017 reinstatement
11	Fri.	Orientation
12	Sat.	All Freshmen Move-In (9:00 a.m.)
		Freshman Convocation (parent parting)
12-18	Sat.-Fri.	Freshman Academic Week (FAW)
<b>16-18</b>	<b>Wed.-Fri.</b>	<b>Advisement and Registration for all students</b>
<b>18</b>	<b>Fri.</b>	<b>Last day to pay fall semester tuition and fees or make satisfactory payment arrangements</b>
18	Fri.	Residence halls open to all students
<b>19-25</b>	<b>Sat.-Fri.</b>	<b>Late Registration (fee assessed)</b>
<b>21</b>	<b>Mon.</b>	<b>CLASS WORK BEGINS</b>
21-25	Mon.-Fri.	Drop-Add Week for students who are registered for the current semester
<b>25</b>	<b>Fri.</b>	<b>Last day to add classes for 1<sup>st</sup> 8-week and 16-week sessions</b>
		<b>Last day to drop a class without financial/academic obligations</b>
		<b>Last day to utilize book vouchers</b>
		Registration for 2 <sup>nd</sup> 8-week classes continues
Sept. 1	Tue.	2017-2018 parking permits required
4	Mon.	LABOR DAY (Holiday)
7	Thu.	Opening Convocation for students (11:00 a.m. Mitchell Auditorium)
17	Sun.	CONSTITUTION DAY
18	Mon.	“X” and “I” grades due in the Office of the Registrar
<b>20</b>	<b>Wed.</b>	<b>Last day for candidates to file for degrees for the fall 2017 semester (fee assessed)</b>
23	Sat.	HOMECOMING
<b>25</b>	<b>Mon.</b>	<b>Last day to file for comprehensive examinations and/or portfolios for master’s degree candidates</b>
Oct. 1	Sun.	First day to apply for 2018-2019 academic year financial aid by completing the 2018-2019 FAFSA
<b>2</b>	<b>Mon.</b>	<b>Last day to drop 1<sup>st</sup> 8-week classes</b>
		<b>Last day to withdraw from the University for the 1<sup>st</sup> 8-week session</b>
13	Fri.	Mid-term grades due
14	Sat.	First 8-week classes end
16	Mon.	Second 8-week classes begin
		Final grades due for the 1 <sup>st</sup> 8-week session
16-17	Mon.-Tue.	Registration for 2 <sup>nd</sup> 8-week session continues; all tuition and fees due and payable at the time of registration
16-21	Mon.-Sat.	Assessment Week: Major Field Exams General Education Test and student survey
19	Thu.	General Education Test
21	Sat.	General Education Test
26	Thu.	Comprehensive examinations for master’s degree candidates (1:00-5:00 p.m.)
Nov. 1	Wed.	Advanced Registration for the spring semester begins
20	Mon.	Cafeteria closes (6:00 p.m.)
		THANKSGIVING RECESS BEGINS at 11:59 p.m.

Nov. 27	Mon.	THANKSGIVING RECESS ENDS (classes resume with the first scheduled class) Cafeteria opens (7:15 a.m.)
27	Mon.	<b>Last day to drop 2<sup>nd</sup> 8-week classes</b> <b>Last day to drop 16-week classes</b> <b>Last day to withdraw from the University</b>
29	Wed.	Advanced Registration for the spring semester ends if registering with an advisor on campus Online registration continues
30-Dec. 1	Thu.-Fri.	Final examinations for December graduates
<b>Dec. 1</b>	<b>Fri.</b>	<b>Last day to apply for loans for fall 2017 semester</b>
2	Sat.	CLASS WORK ENDS
4	Mon.	FINAL EXAMINATIONS BEGIN Final grades for graduating students due
7	Thu.	FINAL EXAMINATIONS END SEMESTER ENDS
8	Fri.	Move-Out for all students (except graduating seniors)
9	Sat.	Cafeteria closes (12:30 p.m.) Residence halls close (2:00 p.m.) (Graduating seniors move out)
11	Mon.	Final grades due

### Spring Semester 2018

*The University reserves the right to make changes as necessary.*

Jan. 1	Mon.	First day to apply for 2018-2019 academic year financial aid by complete completing the 2018-2019 FAFSA
2	Tue.	<b>Last day to submit FAFSA for spring 2018 processing</b>
5	Fri.	<b>Last day to submit ARC appeal for spring 2018 reinstatement</b>
9		Tues. Spring Institute
10-12	Wed.-Fri.	<b>Advisement and Registration for all students</b>
11	Thu.	Move-In for students who are attending the 1/12 non Orientation
12	Fri.	Orientation <b>Last day to pay spring semester tuition and fees or make satisfactory payment arrangements</b>
12	Fri.	Move-In (all students)
13-19	Sat.-Fri.	<b>Late Registration (fee assessed)</b>
15	Mon.	MARTIN LUTHER KING'S BIRTHDAY OBSERVANCE (Holiday)
16	Tue.	CLASS WORK BEGINS
15-19	Tue.-Fri.	Drop-Add Week for students who are registered for the current semester
19	Fri.	<b>Last day to add classes for 1<sup>st</sup> 8-week and 16-week sessions</b> <b>Last day to drop a class without financial/academic obligations</b> <b>Last day to utilize book vouchers</b>
19	Fri.	Registration for 2 <sup>nd</sup> 8-week classes continues
Feb. 1	Thu.	Academic Scholarship Deadline for the 2018-2019 academic year First day to apply for summer 2018 session financial aid Priority deadline to submit FAFSA for Missouri residents for the 2018-2019 academic year to be considered for Missouri state grants
8	Thu.	Founder's Day Convocation (11:00 a.m.) Mitchell Auditorium)
9	Fri.	LINCOLN'S BIRTHDAY OBSERVANCE (Holiday)
12	Mon.	"X" and "I" grades due in the Office of the Registrar
14	Wed.	<b>Last day for candidates to file for degrees for the spring 2018 semester (fee assessed)</b> <b>Last day to drop 1<sup>st</sup> 8-week classes</b>
26	Mon.	<b>Last day to withdraw from the University for the 1<sup>st</sup> 8 week session</b>
26	Mon.	<b>Last day to file for comprehensive examinations and/or portfolios for master's degree candidates</b>
Mar. 9	Fri.	Mid-term grades due Cafeteria closes (6:00 p.m.)



10	Sat.	First 8-week classes end
12-16	Mon.-Fri.	SPRING RECESS
12	Mon.	Final grades due for the 1 <sup>st</sup> 8-week session
19	Mon.	Classes resume with the first scheduled class
19-20	Mon.-Tues.	Second 8-week classes begin Cafeteria opens (7:15 a.m.) Registration for the 2 <sup>nd</sup> 8-week session continues; all tuition and fees due and payable at the time of registration.
19-24	Mon.-Sat.	Assessment Week: Major Field Exams General Education Test and student survey
22	Thu.	General Education Test
24	Sat.	General Education Test
29	Thu.	Comprehensive examinations for master's degree candidates (1:00-5:00 pm)
30	Fri.	FREE DAY
Apr. 1	Sun.	Deadline to submit FAFSA for Missouri residents for 2018-2019 academic year to be considered for Missouri state grants
4	Wed.	Advanced Registration for summer session and fall semester begins
12	Thu.	Honors Convocation (11:00 a.m.; Mitchell Auditorium)
23	Mon.	<b>Last day to drop 2<sup>nd</sup> 8-week classes</b> <b>Last day to drop 16-week classes</b> <b>Last day to withdraw from the University</b>
May 2	Wed.	Advanced Registration for the summer session or fall semester ends if registering with an advisor on campus (online registration continues)
3-4	Thu.-Fri.	Final examinations for May graduates
4	Fri.	<b>Last day to apply for loans for the spring 2018 semester</b>
5	Sat.	CLASS WORK ENDS
7	Mon.	FINAL EXAMINATIONS BEGIN
10	Thu.	Final grades for graduating students due FINAL EXAMINATIONS END SEMESTER ENDS
11	Fri.	Move-Out for all students (except graduating seniors)
12	Sat.	COMMENCEMENT (10:00 a.m.) Cafeteria closes (12:30 p.m.) Residence halls close (2:00 p.m.) (Graduating seniors move out)
14	Mon.	Final grades due

### Summer Session 2018

*The University reserves the right to make changes as necessary.*

May 18	Fri.	<b>Last day to submit ARC appeal for summer 2018 reinstatement</b>
21	Mon.	<b>Last day to submit FAFSA for summer 2018 processing</b>
28	Mon.	MEMORIAL DAY (HOLIDAY)
29	Tue.	<b>Advisement and Registration for all students</b> <b>Last day to pay summer session tuition and fees or make satisfactory payment arrangements</b> Orientation (for students attending summer school) Move-In Cafeteria opens (12:00 noon)
30	Wed.	CLASS WORK BEGINS Drop-Add Day for students who are registered for the current session <b>Last day to drop a class without financial/academic obligations</b> <b>Late registration for 1<sup>st</sup> 4-week and/or 8-week session (fee assessed)</b> <b>Last day to apply for summer 2018 session financial aid</b> <b>Last day to utilize book vouchers</b> Registration for 2 <sup>nd</sup> 4-week session continues
Jun. 4	Mon.	<b>Last day to file for comprehensive examinations and/or portfolios for master's degree candidates</b>
6-7	Wed.-Thu.	Orientation (INCOMING FRESHMEN)
13	Wed.	<b>Last day to drop 1<sup>st</sup> 4-week classes</b>

<b>13</b>	<b>Wed.</b>	<b>Last day to withdraw from the University for the 1<sup>st</sup> 4-week session</b> <b>Last day for candidates to file for degrees for the summer 2018 semester (fee assessed)</b>
20-21	Wed.-Thu.	Orientation (INCOMING FRESHMEN)
25	Mon.	First 4-week session class work ends
26	Tue.	First 4-week session final examinations
27	Wed.	Registration for the 2 <sup>nd</sup> 4-week session; all tuition and fees due and payable at the time of registration
		Second 4-week session begins
29	Thu.	Comprehensive examinations for master's degree candidates (1:00-5:00 p.m.)
<b>30</b>	<b>Sat.</b>	<b>Last day to complete 2017-2018 FAFSA</b>
July 2	Mon.	Final grades due for 1 <sup>st</sup> 4-week session
4	Wed.	FOURTH OF JULY (Holiday)
10	Tue.	Orientation (Transfer students only)
<b>11</b>	<b>Wed.</b>	<b>Last day to drop 2<sup>nd</sup> 4-week and/ or 8-week classes</b> <b>Last day to withdraw from the University for the summer session</b>
11-12	Wed.-Thu.	Orientation (INCOMING FRESHMEN)
12	Thu.	Assessment Day: Major Field Exams and student surveys
25	Wed.	CLASS WORK ENDS
<b>25</b>	<b>Wed.</b>	<b>Last day to apply for loans for summer 2018 session</b>
26	Thu.	FINAL EXAMINATIONS
27	Fri.	Cafeteria closes (12:30 p.m.) Residence halls close (2:00 p.m.)
		Move Out for all students
30	Mon.	Final grades due

## Fall Semester 2018

*The University reserves the right to make changes as necessary.*

<b>Aug. 1</b>	<b>Wed.</b>	<b>Last day to submit FAFSA for fall 2018 processing</b>
<b>10</b>	<b>Fri.</b>	<b>Last day to submit ARC appeal for fall 2018 reinstatement</b>
13-14	Mon. – Tues.	Fall Faculty and Staff Institute
16	Thu.	First Freshman Move In (only for students who are attending the 8/17 orientation)
17	Fri.	Orientation
18	Sat.	All Freshmen Move-In (9:00 a.m.)
18-24	Sat.-Fri.	Freshman Academic Week (FAW)
<b>22-24</b>	<b>Wed.-Fri.</b>	<b>Advisement and Registration for all students</b>
<b>24</b>	<b>Fri.</b>	<b>Last day to pay fall semester tuition and fees or make satisfactory payment arrangements</b>
24	Fri.	Residence halls open to all students
<b>25-31</b>	<b>Sat.-Fri</b>	<b>Late Registration (fee assessed)</b>
27	Mon.	CLASS WORK BEGINS
27-31	Mon.-Fri.	Drop-Add Week for students who are registered for the current semester
31	Fri.	Last day to add classes for 1 <sup>st</sup> 8-week and 16 week sessions
<b>31</b>	<b>Fri.</b>	<b>Last day to drop a class without financial/academic obligations</b> <b>Last day to utilize book vouchers</b>
		Registration for 2 <sup>nd</sup> 8-week classes continues
Sept. 1	Sat.	2018-2019 parking permits required
3	Mon.	LABOR DAY (Holiday)
13	Thu.	Opening Convocation for students (11:00 a.m.; Mitchell Auditorium)
17	Mon.	CONSTITUTION DAY
24	Mon.	“X” and “I” grades due in the Office of the Registrar
<b>24</b>	<b>Mon.</b>	<b>Last day to file for comprehensive examinations and/or portfolios for master's degree candidates</b>
<b>26</b>	<b>Wed.</b>	<b>Last day for candidate to file for degrees for the fall 2018 semester (fee assessed)</b>

Oct. 1	Mon.	First day to apply for 2019-2020 academic year financial aid by completing the 2019-2020 FAFSA
<b>8</b>	<b>Mon.</b>	<b>Last day to drop 1<sup>st</sup> 8-week classes</b> <b>Last day to withdraw from the University for the 1<sup>st</sup> 8-week session</b>
13	Sat.	HOMECOMING (tentative)
19	Fri.	Mid-term grades due
20	Sat.	First 8-week classes end
22	Mon.	Final grades due for the 1 <sup>st</sup> 8-week session; Second 8-week classes begin
22-23	Mon.-Tue.	Registration for 2 <sup>nd</sup> 8-week session continues; all tuition and fees due and payable at the time of registration
25	Thu.	Comprehensive examinations for master's degree candidates (1:00-5:00 p.m.)
29	Mon.-Sat.	Assessment Week: Major Field Exams; General Education Test and student surveys
Nov. 1	Thu.	General Education Test
3	Sat.	General Education Test
7	Wed.	Advanced Registration for the spring semester begins
19	Mon.	Cafeteria closes (6:00 p.m.) THANKSGIVING RECESS BEGINS at 11:59 pm
<b>26</b>	<b>Mon.</b>	<b>THANKSGIVING RECESS ENDS</b> (classes resume with the first scheduled class) Cafeteria opens (7:15 a.m.) <b>Last day to drop 2<sup>nd</sup> 8-week classes</b> <b>Last day to withdraw from the University</b> <b>Last day to drop 16-week classes</b>
Dec. 5	Wed.	Advanced Registration for the spring semester ends if registering with an advisor on campus
		Online registration continues
6-7	Thu.-Fri.	Final examinations for December graduates
<b>7</b>	<b>Fri.</b>	<b>Last day to apply for loans for the fall 2018 semester</b>
8	Sat.	CLASS WORK ENDS
10	Mon.	FINAL EXAMINATIONS BEGIN
		Final grades for graduating students due
13	Thu.	FINAL EXAMINATIONS END SEMESTER ENDS
14	Fri.	Move-Out for all students (except graduating seniors)
15	Sat.	Cafeteria closes (12:30 p.m.)
		Residence halls close (2:00 p.m.) (Graduating seniors move out)
17	Mon.	Final grades due

## Spring Semester 2019

*The University reserves the right to make changes as necessary.*

Jan. 1	Tue.	First day to apply for 2019-2020 academic year financial aid by completing the 2019-2020 FAFSA
<b>2</b>	<b>Wed.</b>	<b>Last day to submit FAFSA for spring 2019 processing</b>
<b>4</b>	<b>Fri.</b>	<b>Last day to submit ARC appeal for spring 2019 reinstatement</b>
8	Tue.	Spring Institute
<b>9-11</b>	<b>Wed.-Fri.</b>	<b>Advisement and Registration for all students</b>
10	Thu.	Move In (Only for students who are attending the 1/11 orientation)
11	Fri.	Orientation Last day to pay spring semester tuition and fees or make satisfactory payment arrangements
12	Sat.	Move-In (all students)
<b>12-18</b>	<b>Sat.-Fri.</b>	<b>Late Registration (fee assessed)</b>
14	Mon.	CLASS WORK BEGINS
14-18	Mon.-Fri	Drop-Add Week for students who are registered for the current semester
<b>18</b>	<b>Fri.</b>	<b>Last day to add classes for the 1<sup>st</sup> 8-week and 16-week sessions</b> <b>Last day to drop a class without financial/academic obligations</b> <b>Last day to utilize book vouchers</b> <b>Last day to waive student health insurance</b>

Jan. 18	Fri.	Registration for 2 <sup>nd</sup> 8-week classes continues
21	Mon.	MARTIN LUTHER KING'S BIRTHDAY OBSERVANCE (Holiday)
Feb. 1	Fri.	Academic Scholarship Deadline for the 2019-2020 academic year
4	Mon.	First day to apply for summer 2019 session financial aid Priority deadline to submit FAFSA for Missouri residents for Missouri residents for 2019-2020 academic year to be considered for Missouri State grants
7	Thu.	Founder's Day Convocations (11:00 a.m.; Mitchell Auditorium)
8	Fri.	LINCOLN'S BIRTHDAY OBSERVANCE (Holiday)
11	Mon.	"X" and "I" grades due in the Office of the Registrar
13	Wed.	<b>Last day for candidates to file for degrees for the spring 2019 semester (fee assessed)</b>
25	Mon.	<b>Last day to drop 1<sup>st</sup> 8-week classes or withdraw from the University for the 1<sup>st</sup> 8-week session</b> <b>Last day to file for comprehensive examinations and/or portfolios for master's degree candidates</b>
Mar. 8	Fri.	Mid-terms grades due
9	Sat.	Cafeteria closes (6:00 p.m.)
11-15	Mon.-Fri.	First 8-week classes end SPRING RECESS
11	Mon.	Final grades due for the 1 <sup>st</sup> 8-week classes
18	Mon.	Classes resume with the first scheduled class
18	Mon.	Second 8-week classes begin Cafeteria opens (7:15 a.m.)
18-19	Mon.-Tue.	Registration for the 2 <sup>nd</sup> 8-week session continues; all tuition and fees due and payable at the time of registration
18-23	Mon.-Sat.	Assessment Week: Major Field Exams, General Education Test and student surveys
21	Thu.	General Education Test
23	Sat.	General Education Test
28	Thu.	Comprehensive examinations for master's degree candidates (1:00-5:00 p.m.)
Apr. 1	Mon.	Deadline to submit FAFSA for Missouri residents for 2017-2018 academic year to be considered for Missouri state grants
3	Wed.	Advanced Registration for the summer session and fall semester begins
18	Thu.	Honors Convocation (11:00 a.m.; Mitchell Auditorium)
19	Fri.	FREE DAY
22	Mon.	<b>Last day to drop 2<sup>nd</sup> 8-week classes; drop 16-week classes or withdraw from the University</b>
May 1	Wed.	Advanced Registration for summer session or fall semester ends if registering with an advisor on campus Online registration continues
2-3	Thu.-Fri.	Final examinations for May graduates
3	Fri.	<b>Last day to apply for loans for the spring 2019 semester</b>
4	Sat.	CLASS WORK ENDS
6	Mon.	FINAL EXAMINATIONS BEGIN Final grades for graduating students due
9	Thu.	FINAL EXAMINATIONS END SEMESTER ENDS
10	Fri.	Move-Out (except graduating seniors)
11	Sat.	COMMENCEMENT (10:00 a.m.) Cafeteria closes (12:30 p.m.) Residence halls close (2:00 p.m.) (Graduating seniors move out)
13	Mon.	Final grades due

## Summer Semester 2019

*The University reserves the right to make changes as necessary.*

<b>May 16</b>	<b>Thu.</b>	<b>Last day to submit FAFSA for summer 2019 processing</b>
<b>17</b>	<b>Fri.</b>	<b>Last day to submit ARC appeal for summer 2019 reinstatement</b>
<b>27</b>	<b>Mon.</b>	<b>MEMORIAL DAY (Holiday)</b>
<b>28</b>	<b>Tue.</b>	<b>Advisement and Registration for all students</b>
		<b>Last day to pay summer session tuition and fees or make satisfactory payment arrangements</b>
		Residence halls open
		Orientation (Summer school students only)
<b>29</b>	<b>Wed.</b>	<b>CLASS WORK BEGINS</b>
		Drop-Add Day for students who are registered for the current session
		<b>Last day to apply for summer 2019 session financial aid</b>
		<b>Last day to drop a class without financial/academic obligations</b>
		<b>Late registration for 1<sup>st</sup> 4-week and/or 8-week sessions (fee assessed)</b>
		<b>Last day to utilize book vouchers</b>
		Registration for 2 <sup>nd</sup> 4-week session continues
<b>June 3</b>	<b>Mon.</b>	<b>Last day to file for comprehensive examinations and/or portfolios for master's degree candidates</b>
<b>5-6</b>	<b>Wed.-Thu.</b>	Orientation (INCOMING FRESHMEN)
<b>12</b>	<b>Wed.</b>	<b>Last day for candidates to file for degrees for summer 2019 semester (fee assessed)</b>
		<b>Last day to drop 1<sup>st</sup> 4-week classes or withdraw from University for the 1<sup>st</sup> 4-week session</b>
<b>19-20</b>	<b>Wed.-Thu.</b>	Orientation (INCOMING FRESHMEN)
<b>24</b>	<b>Mon.</b>	First 4-week session class work ends
<b>25</b>	<b>Tue.</b>	First 4-week session final examinations
<b>26</b>	<b>Wed.</b>	Registration for the 2 <sup>nd</sup> 4-week session; all tuition and fees due and payable at the time of registration
		Second 4-week session begins
<b>27</b>	<b>Thu.</b>	Comprehensive examinations for master's degree candidates (1:00-5:00 p.m.)
<b>30</b>	<b>Sun.</b>	<b>Last day to complete 2018-2019 FAFSA</b>
<b>July 1</b>	<b>Mon.</b>	Final grades due for the 1 <sup>st</sup> 4-week session
<b>4</b>	<b>Thu.</b>	<b>FOURTH OF JULY (Holiday)</b>
<b>9</b>	<b>Tue.</b>	Orientation (Transfer Students only)
<b>10</b>	<b>Wed.</b>	<b>Last day to drop 2<sup>nd</sup> 4-week or 8-week classes or withdraw from the University for the summer session</b>
<b>10-11</b>	<b>Wed.-Thu.</b>	Orientation (INCOMING FRESHMEN)
<b>11</b>	<b>Thu.</b>	Assessment Day: Major Field Exams and student surveys
<b>24</b>	<b>Wed.</b>	<b>CLASS WORK ENDS</b>
		<b>Last day to apply for loans for the summer 2019 session</b>
<b>24-25</b>	<b>Wed.-Thu.</b>	Orientation (INCOMING FRESHMEN)
<b>25</b>	<b>Thu.</b>	<b>FINAL EXAMINATIONS</b>
<b>26</b>	<b>Fri.</b>	Residence halls close (2:00 p.m.)
		Cafeteria closes (12:30 p.m.)
<b>29</b>	<b>Mon.</b>	Final grades due

# UNIVERSITY PROFILE

## Mission

Lincoln University in Missouri is a historically black, 1890 land-grant, public, comprehensive institution that provides excellent educational opportunities including theoretical and applied learning experiences to a diverse population within a nurturing, student-centered environment.

## History

Lincoln University (LU), founded in 1866 through the cooperative efforts of the soldiers and officers of the 62nd and 65th Colored Infantries, was established to meet the educational and social needs of the freed African-Americans. The founding principles, capsulized in the University's motto, *Laborare et Studere* (to work and to study), set forth by these courageous men still guide and inspire the institution. While remaining committed to the founding principles, the University's mission, has evolved to embrace the needs of a significantly diverse population reflecting various social, economic, educational, and cultural backgrounds. Lincoln University's mission is to offer relevant, high-quality undergraduate and select graduate programs that are grounded in the liberal arts and sciences and prepare students for careers and life-long learning.

At the end of the Civil War, soldiers and officers of the 62<sup>nd</sup> and 65th United States Colored Infantry, composed primarily of Missourians, stationed at Fort McIntosh, Texas, took steps to establish a school in Missouri with the following purpose:

1. For the special benefit of the freed African-Americans;
2. To combine study and labor.

When the regiments were mustered out of military service, former first lieutenant in the 62nd Infantry, Richard Baxter Foster, was charged with taking the \$6,400 collected to Missouri to establish the school. By June 1866, he had established a Board of Trustees and incorporated the school in Missouri. Foster became the first principal of Lincoln Institute, named in honored of slain US President Abraham Lincoln. On September 17, 1866, the school opened its doors to the first class in an old frame building in Jefferson City.

Lincoln Institute located to the present hilltop campus in 1869 and was authorized to offer normal school training for Black teachers by the state of Missouri in 1870. The college curriculum was added in 1877; and passage of the Normal School Law granted Lincoln graduates a lifetime certificate. Lincoln Institute became a state-supported institution in 1879 after the school's the property was deeded to the state of Missouri. Under the Second Morrill Act of 1890, Lincoln became a land grant institution after which industrial and agricultural courses were added to the curriculum.

In 1921, the Missouri Legislature passed a bill introduced by Walthall M. Moore, the first black American to serve in that body, which changed the name of the school to Lincoln University and created a Board of Curators to govern it.

The North Central Association of Colleges and Secondary Schools accredited the high school division in 1925, the teacher-training program in 1926, and the four-year College of Arts and Sciences in 1934. Graduate instruction began in the summer session of 1940, with programs in education and history and minors in English, history, and sociology. In adherence with the Supreme Court decision in the landmark *Gaines v Canada* case, a law school for African American students in Missouri was established in St. Louis in 1940. A School of Journalism was established in February, 1942.

In 1954, the United States Supreme Court handed down its ruling in *Brown v. Board of Education*, and Lincoln University responded by opening its doors to all applicants meeting its entrance criteria. Today, Lincoln University serves a diverse clientele, both residential and non-residential, engages in a variety of research projects, and offers numerous public service programs in addition to providing an array of academic programs.

## **Demographics**

Lincoln University's student enrollment averages 3,500 with 75% of students in the undergraduate program and about 25% in the graduate program. Among the undergraduate students 48% are White, 40% Black/African American, 3% Hispanic and 3% represent two or more ethnicities. Among the graduate students 60% are white, 25% Black/African American, 12% non-resident Aliens.

Of those students matriculating full-time in the undergraduate program 54% are Black/African American, 33% White, 2% Hispanic, 4% represent two or more ethnicities. Female undergraduates account for 64% of the population while males are 45%. Among graduate students 60% are white, 25% Black/African American, 12% non-resident Alien. Fulltime undergraduate students are 64% of the student population. At the graduate level, 36% attend fulltime.

Among the main campus, undergraduates students, 77% are from Missouri and the 13 neighboring Midwest and upper South states; 8% from other U.S. states and territories and 2% international, predominately the Caribbean, Middle East, and West Africa.

The largest undergraduate academic programs are Nursing, Business Administration, and Criminal Justice. The largest graduate academic programs are Guidance and Counseling, Sociology/Criminal Justice, and Business Administration. The top 10 academic programs are Nursing, Business Administration, Criminal Justice, Psychology, Elementary Education, Computer Information Systems, Wellness, Agriculture, Biology, and Journalism.

# UNIVERSITY FACILITIES

The University's campus is comprised of 171.52 acres. The physical plant includes:

## BUILDINGS

The Power Plant (1923)  
Richard Baxter Foster Hall (1923)  
Nathan B. Young Hall (1931)  
Anderson M. Schweich Hall (1931)  
John W. Damel Hall (1936)  
Benjamin Franklin Allen Hall (1936)  
Home Management House (1941)  
Joseph E. Mitchell Hall (1942)  
Cletus Stamper Hall (1948)  
Greenhouse (1952)  
Public Safety Building (1953)  
Clement Richardson Fine Arts Center (1956-1958)  
William B. Jason Hall (1959)  
KJLU-FM Radio Station (1961)  
Joseph D. Elliff Hall (1967)  
Clifford G. Scruggs University Center (1966)  
Founders Hall (1967)  
Soldiers Hall (1968)  
Martin Luther King, Jr. Hall (1969)  
William J. Thompkins Center (1969)  
Israel J. Collier Maintenance Building (1969)

Dwight T. Reed Football Stadium and Athletic Complex (1970)  
  
Lorenzo J. Greene Hall (1976)  
Shipping, Receiving and Supply Building (1977)  
Walthall M. Moore Small Animal Research Facility (1980)  
Charles E. Dickinson Research Center (1982)  
Memorial Hall (1992)  
Inman E. Page Library (1997)

The University has nine residence halls:

Logan Bennett Hall (1938)  
Libby C. Anthony Hall (1940)  
Irving C. Tull Hall (1951)  
Azalea E. Martin Hall (1963)  
Edward Perry Hall (1963)  
Earl E. Dawson Hall (1970)  
Charles Mason Hoard Hall (2001)  
Josephine Salome Yates Hall (2001)  
Sherman D. Scruggs Hall (2008). All are co-educational units.

## FARMS

The University owns three farms that are used for agricultural research:

Alan Busby Research Farm (273 acres)  
George Washington Carver Research Farm (172.7 acres)  
James M. Freeman Research Farm (324.71 acres)



# UNIVERSITY ACADEMIC STRUCTURE

The Office of Academic Affairs is organized into the College of Agricultural, Environmental, and Human Sciences, the College of Arts and Sciences , the School of Business, the School of Education, the School of Nursing, the Division of Educational Innovation and Extended Studies. The academic support units include the Inman E. Page Library, the Office of Title III Programs, the Office of Institutional Research and Assessment, the Center for Career Services and the Center for Academic Support.

The University offers nine undergraduate degrees:

- Bachelor of Arts (B.A.)
- Bachelor of Liberal Studies (B.L.S.)
- Bachelor of Science (B.S.)
- Bachelor of Science in Education (B.S.Ed.)
- Bachelor of Science in Nursing (B.S.N.)
- Associate of Arts (A.A.)
- Associate of Applied Sciences (A.A.S.)
- Associate of Science (A.S.)

## COLLEGE OF AGRICULTURAL, ENVIRONMENTAL, AND HUMAN SERVICES

Department	Majors and Degrees	Minors
<b>Agriculture and Environmental Sciences</b>	Agriculture: B.S. Emphasis areas: Agribusiness Animal Science Natural Resources Management Plant and Soil Science.	Wildlife Management <b>Pre-Professional Training:</b> Pre-Veterinary Medicine

## COLLEGE OF ARTS AND SCIENCES

Department	Majors and Degrees	Minors
<b>Humanities and Communication</b>	English: B.A., B.S.Ed. Journalism: B.A., B.S. Spanish: B.A. Art: B.S, B.S.Ed. Liberal Studies: B.L.S.	English French Journalism Spanish Art Speech and Theatre Philosophy
<b>Science, Technology, Engineering and Mathematics (STEM)</b>	Civil Engineering Technology: B.S. Computer Science: A.A.S. Computer Information System: B.S. Drafting Technology: A.A.S. Mathematics: B.A., B.S., B.S.Ed. Pre-Engineering: A.S. Biology: B.S., B.S.Ed. Clinical Laboratory Science: B.S. Chemistry: B.S., B.S.Ed. Physics: B.S., B.S.Ed.	Civil Engineering Tec CIS Drafting Tech. Mathematics Pre-Engineering Biology Chemistry Physics
<b>Social and Behavioral Sciences</b>	Criminal Justice: A.A., B.S. Psychology: B.A., B.S. Sociology: B.A., B.S. Social Work: B.S. History: B.A., B.S. Political Science: B.A., B.S. Social Science: B.S.Ed.	Anthropology Criminal Justice Psychology Social Work Sociology History Political Science Public History

**Interdisciplinary  
Programs**

**Library and  
Information  
Sciences**

**Military Science**

African American  
Studies  
International Studies  
Legal Studies  
Library and  
Information Sciences

Military Science

**SCHOOLS OF PROFESSIONAL STUDIES**

<b>School</b>	<b>Majors and Degrees</b>	<b>Minors</b>
<b>Business</b>	Accounting: B.S. Business Administration: B.S. Business Education: B.S.Ed. Marketing: B.S. Public Administration: B.S.	Accounting Business Admin. Marketing Public Administration
<b>Education</b>	Early Childhood Education: A.A.S. Elementary Education: B.S.Ed. Middle School Education: B.S.Ed. Physical Education: B.S.Ed. Secondary Education: B.S.Ed. Special Education: B.S.Ed. Wellness: B.S.	Education Special Education
<b>Nursing</b>	Nursing: A.A.S., B.S.N.	
<b>Graduate</b>	See Graduate Bulletin	
<b>Division of Educational Innovation and Extended Studies</b>		Dual Credit Courses Non-Credit Courses Off Campus Courses Senior Citizen Program Learning in Retirement
<b>International Programs and Activities</b>		

# ACCREDITATIONS AND AFFILIATIONS

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Lincoln University is accredited by the Higher Learning Commission. The teacher education programs are accredited by the Council for the Accreditation of Educator Programs. All teacher education programs are approved by the Missouri Department of Elementary and Secondary Education. All programs within the School of Business are accredited by the Accreditation Council for Business Schools and Programs. The Associate of Applied Science in Nursing program is approved by the Missouri State Board of Nursing. The Bachelor of Science in Social Work degree program is accredited by the Council on Social Work Education. Both the Associate of Applied Science in Nursing and the BSN programs are accredited by the Accreditation Commission for Education in Nursing (ACEN).

The University also holds institutional membership in the following organizations:

- Accreditation Commission for Education in Nursing
- Accreditation Council for Business Schools and Programs
- American Association of State Colleges and Universities
- American Association of University Women
- American Council on Education
- American Library Association
- American Association of Colleges for Teacher Education
- Associated Writing Programs
- Association of 1890 Land-Grant Universities
- Association of Public and Land-Grant Universities
- Association for Education in Journalism and Mass Communications
- Association of Continuing Higher Education
- Black Communication Association
- Council for the Accreditation of Educator Preparation
- International Science and Engineer Fair
- Missouri Academy of Science
- Missouri Library Association
- Missouri Association of Colleges for Teacher Education
- Missouri Society of Association Executives
- National Association of Schools of Music
- National Commission on Accrediting
- University Professional Continuing Education Association

Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1411, 1-800-621-7440, 312-268-0456, Fax: 312-263-7468; [info@hlcommission.org](mailto:info@hlcommission.org)

# **ADMISSION TO THE UNIVERSITY**

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Lincoln University challenges and nurtures a diverse body of traditional and non-traditional students with a broad range of academic preparation and skills within a student-centered environment. Admissions criteria and required documents necessary can be found under the appropriate category of admission. The required documents must be submitted and on file in the Office of Admissions and Recruitment before an applicant can be officially admitted to the University.

All new and re-entering students, regardless of age, must complete a medical health history form before registering for classes. Students who were born after December 31, 1956 must provide their immunization records showing two (2) MMR (Measles, Mumps and Rubella) vaccines.

All students living in on-campus housing at a public institution of higher education must take the meningococcal vaccine unless a signed statement of medical or religious exemption is on file. All new and re-entering students must complete a Tuberculosis screening. All incoming international students must be screened with IGRAs blood test or a chest x-ray.

Admissions decisions are made on a rolling basis after the all required information is received by the Office of Admissions and Recruitment.

Early application is strongly encouraged. Our application deadlines are July 30<sup>th</sup> for fall semesters, December 15<sup>th</sup> for spring semesters and May 1<sup>st</sup> for summer sessions.

## **Admission Categories**

Any student wishing to enroll in courses at Lincoln University must first be admitted under one of the following categories.

1. **Freshman Admissions** – students who have not previously enrolled in another college or university.
2. **Transfer Admissions** – students who have earned 30 or more credit hours from another college or university.
3. **Freshman Transfer Admissions**- students who have enrolled at another college or university and earned fewer than 30 credit hours.
4. **International Admissions** – students with an F-1 visa who seek to earn a degree and who either have not previously attended another college or university in the U.S. or are transferring to Lincoln from another college or university in the U.S. on an F-1 visa.
5. **Returning Student Admissions** – students who have previously attended Lincoln University as a degree-seeking student who have not enrolled at Lincoln for one or more semesters (excluding summer).
6. **Visiting or Non-Degree Seeking Admissions** – students who are not seeking a degree at Lincoln University.

## Admission Criteria

### Freshman

To be admitted as a freshman student, an applicant must submit the following required items:

- ☐ A completed application for admission
- ☐ An official high school transcript with a minimum of six (6) semesters of high school work; upon graduation from high school, the final official transcript must be sent to the Office of Admission and Recruitment, **or**
- ☐ A General Education Development (GED) certificate or the Missouri High School Equivalency Test (HiSet) certification
- ☐ Official ACT or SAT results directly from ACT, College Board or on official high school transcript.
- ☐ Students who have earned fewer than 30 credit hours from another college or university must submit an official transcript from each college/university in which credit was earned, as well as the aforementioned items.

College-bound students in Missouri are required by the Missouri Coordinating Board for Higher Education (CBHE) to complete the following **High School Core Curriculum**:

- English:** 4 units, two of which must emphasize composition or writing; one unit may be speech or debate
- Mathematics:** 3 units, high school level algebra and beyond, including algebra II
- Social Studies:** 3 units, including American History and at least one semester of government
- Science:** 3 units, not including general science; one unit must be a laboratory course
- Fine Arts:** 1 unit
- Electives:** 3 units, to be selected from foreign language and/or two or more of the areas listed above; 2 units of foreign language are strongly encouraged

**Homeschooled** students will be evaluated similarly to those students who attended/are attending a public or private high school. Homeschooled students must submit a transcript that lists the courses taken and grades earned as well as official ACT or SAT results. The transcript must be notarized with a parent's or home-school administrator's signature. Scholarship eligibility will be determined on an individual basis.

Full admission will be granted to first time freshmen who have met the below requirements:

- ACT of 18 or higher
- 2.50-3.0 GPA or higher on a 4.0 scale

Applicants who do not meet the above criteria could still be granted admission based on the following requirements:

- ACT English sub-score of 15-17
- 2.50-2.75 GPA on a 4.0 scale

Applicants who are **non-Missouri residents** must earn a high school diploma, with at least a “C” average, a 2.00 or greater GPA on a 4.0 scale, and completed/passed all state required exit exams to be eligible for admission to Lincoln University.

### **Transfer**

To be admitted as a transfer student, an applicant must submit the following required documents:

- ☐ A completed application for admission
- ☐ Official transcript(s) from all colleges/universities attended sent from the institutions to the Office of Admissions and Recruitment in a sealed envelope. Students currently enrolled at another college/university should send a current official transcript when applying for admission.

To be admitted to Lincoln University as a transfer student, an applicant must have earned 30 or more credit hours at a post-secondary institution after high school graduation. Transfer students are accepted for admission for the fall, spring, or summer semesters.

Credits cannot be transferred to Lincoln from a non-regionally accredited institution. Students transferring to Lincoln University from a non-regionally accredited institution will be considered a first-time freshman.

Transfer student applicants with a cumulative GPA of 2.00 on a 4.00 scale for all college work attempted, who have earned 30 or more credit hours, and who are in good standing at their most recent college or university attended are eligible for admission.

Transfer student applicants whose cumulative GPA is less than 2.00, but who are eligible to return to their most recent college or university, may be admitted to the University on academic probation.

Transfer student applicants who have been suspended for academic reasons from their last institution attended may be eligible for admission to Lincoln University after one semester has elapsed *and* provided the student is eligible to return to the institution from which he/she was suspended. Once the period of suspension from his/her institution has expired, the student may be considered for admission to the University.

An official high school transcript showing the graduation date and ACT or SAT results must be submitted to the Office of Admissions and Recruitment if fewer than 30 credit hours have been earned.

### **Transfer of Credit**

Lincoln University generally accepts credits at full value, provided that the transferring institution is regionally accredited by the Higher Learning Commission or an equivalent accrediting agency. A maximum of 90 credit hours may be accepted for credit from 4-year institutions and a maximum of 64 credit hours may be accepted for credit from 2-year institutions.

Credit may be awarded for college-level (non-remedial) courses in which a grade of “C” or better is earned from a college/university outside of the state of Missouri. For colleges/universities inside the state of Missouri, credit may be awarded for college-level (non-remedial) courses in which a grade of “D” or better is earned. However, certain courses offered at Lincoln University require the student to complete the course with a grade of “C” or better in order to receive credit. Therefore, a student may be required to repeat a course in which credit was granted based on a “D” grade.

In order to meet the 40-hour upper-division requirement for graduation, courses shown on the transcript are considered at the level taken. Courses from 2-year institutions may **not** be counted as upper-division, even if they equate to an upper-division course at Lincoln.

A transfer student who has completed an Associate of Arts degree (AA) or an Associate of Arts in Teaching degree (AAT) from a Missouri institution with regional accreditation by the Higher Learning Commission will be considered to have satisfactorily completed Lincoln University's general education requirements

A transfer student who has completed any other Associate's degree or one outside of the state of Missouri will have their courses evaluated on a course-by-course basis.

A transfer student who has completed a Baccalaureate degree from a regionally accredited institution will be considered to have satisfactorily completed Lincoln University's general education requirements. However, any general education course that is required for the student's intended major will need to be completed.

A transfer student who transfers to Lincoln from a school with which Lincoln has a valid articulation agreement will have their credits transferred to Lincoln as per the terms of the articulation agreement.

A transfer student who enters Lincoln from a non-Missouri institution and who has met Lincoln University's general education requirements must successfully complete the Missouri Constitution Test to fulfill their graduation requirements.

Lincoln University adheres to the guidelines of the Missouri Articulation Agreement. Transfer course work is evaluated and awarded on the same basis as credit awarded at Lincoln.

### **Transfer of Dual Enrollment Courses**

Lincoln will accept for credit courses taken while enrolled in high school under the Dual Enrollment Program as long as the courses are not vocational in nature and follow the State Guidelines for Dual Enrollment Courses(2009). In order to receive credit, the Office of Admissions and Recruitment must receive an official college transcript from the college or university granting the credit.

### **International Student**

International students are accepted for admission for the fall or spring semester. No international students may begin their initial enrollment at Lincoln during a summer session.

Lincoln University is required by the United States Citizenship and Immigration Service (USCIS) to verify that international students can finance their entire education at Lincoln University, as well as meet academic and language proficiencies, before an I-20 can be issued.

An international student applicant must submit the following required items to be considered for admission:

- ☐ A completed application for admission
- ☐ Official transcripts from all institutions (both secondary and post-secondary) previously attended, translated to English, if needed, as well as any applicable external examination results. All transcripts and examination results submitted become the property of Lincoln University
- A course-by-course transcript evaluation, by an outside evaluation agency, at the applicant's expense, of all courses from any post-secondary institutions



attended. Evaluations must be sent directly to the Lincoln University Office of Admissions and Recruitment

- Demonstration of English Proficiency (if the student's native language or their country's official language is not English) by one of the following:
  - Test of English as a Foreign Language (TOEFL) score of 500 (paper-based), 173 (computer-based) or 61 (internet-based)
  - International English Language Test System (IELTS) overall band score of 5.5
  - 75% on the Michigan English Language Assessment Battery (MELAB) test
- Completed Affidavit of Financial Support covering the entire period of expected enrollment
- Original/certified bank statement from the student's family or sponsor(s), dated no more than 6 months prior to date of application, showing enough funds to cover tuition, room and board, and personal funds

International applicants are considered non-Missouri residents for both admissions and residency criteria. All application documents must be submitted directly to the Office of Admissions and Recruitment. Academic documents submitted after the first semester of enrollment at Lincoln University will not be accepted. Fraudulent documentation will result in the denial of admission to the university.

International students already in the United States studying at another college/university who wish to transfer to Lincoln University must follow the admissions criteria listed above as well as completing and submitting an International Student Transfer Form to the Office of Admissions and Recruitment.

International students must meet the published application deadlines set by the University. It is recommended, however, that international students apply well in advance of those dates, as the process to obtain a student (F-1) visa can be lengthy.

International students must arrive to campus no later than the date listed on line 5 of the I-20 in order to attend an Orientation session and to register for classes. International students must submit a Student Health History form showing current immunizations. Enrollment in the student health insurance program is required.

Lincoln University will only issue an I-20 when all requirements for admission to the University are met. Obtaining an I-20 from Lincoln University does not guarantee that the student will be granted a student (F-1) visa by the U.S. Embassy or Consulate.

An international student must be enrolled as a full-time student (at least 12 credit hours as an undergraduate student and 9 credit hours as a graduate student) each semester, with the exception of the summer session, in order to maintain proper F-1 visa status.

### **Returning Student/Readmission of Former Students**

Undergraduate students who have not enrolled at Lincoln University for one or more semesters (excluding summer) must re-apply for admission by submitting a completed application for admission. If a student is registered for a semester and then withdrew, he/she may register for the following semester without re-applying for admission.

To be eligible to return to Lincoln University as a readmitted student, all outstanding obligations must be satisfied in full before the readmission process is complete. Students who voluntarily left the University while on academic probation must be readmitted on academic probation. Students who left the University after being academically suspended must follow the guidelines for academic suspension, listed in the Academic Policies and

Procedures section of the *Bulletin*, before readmission can occur. Students who have an outstanding financial balance to the University must contact the Student Accounts office to resolve their financial obligation before the readmission process is complete. If a student left the University under any other circumstances, he/she should contact the Office of Admissions and Recruitment to ensure their readmission.

Students who have attended another college/university since leaving Lincoln University are considered transfer students and must meet the application and admission requirements for transfer students.

### **Visiting/Non-Degree Seeking Students**

A student may be admitted as a visiting student to Lincoln University while he/she is enrolled at an accredited college/university.

A student may be admitted as a non-degree seeking student to Lincoln University if he/she wishes to enroll in courses for professional or personal growth.

Visiting and/or non-degree students are not eligible to receive federal student financial aid.

To enroll at Lincoln University as a visiting or non-degree seeking student, a completed application for admission and the non-refundable application fee must be submitted to the Office of Admissions and Recruitment.

Visiting and/or non-degree seeking students may register for any courses at the university in which there are available seats.

Visiting or non-degree seeking students who wish to obtain a degree at Lincoln University must submit a Change of Program form at the Office of the Registrar and are required to meet the admissions requirements of the University appropriate to them. Official transcripts from all institutions attended (secondary and/or post-secondary) must be submitted to the Office of Admissions and Recruitment. Visiting students are restricted from enrolling in more than 24 credit hours at Lincoln University. If they meet that limit, they must become degree-seeking students.

### **Admission as a High School Student**

A high school student of junior or senior standing may be admitted and pursue up to six semester hours of college credit per semester. The student must have the permission of his/her principal and/or guidance counselor and arrange to have a current transcript submitted to the Office of Admissions and Recruitment. College credit completed by a high school student will be evaluated for graduation credit if the student pursues a degree from Lincoln University.

### **Dual Credit Enrollment**

Lincoln University provides dual enrollment for eligible high school students who desire to earn college credit. Students can either earn college credit or dual credit for courses taken at Lincoln University. Interested students must meet the admission requirements for high school students or the eligibility requirements for dual credit. The eligibility requirements for dual credit courses are the same regardless of where the courses are taken. Students must have completed all prerequisites for the course and any other requirement as may be needed for the same course for main-campus students. Those students who are only interested in earning college credit should refer to the high school admission requirements. For more information on the Dual Credit program, contact the Division of Educational Innovation and Extended Studies.

### **Student Eligibility:**

- Students in the 11th and 12th grades with an overall minimum grade point average of 3.0 on a 4.0 scale are automatically eligible for dual credit.
- Students in the 11 and 12 grades with an overall grade point average between 2.5–2.99 on a 4.0 scale must provide a signed letter of recommendation from their principal or guidance counselor and provide written permission from a parent or legal guardian.
- Students in the 10th grade must have an overall minimum grade point average of 3.0 on a 4.0 scale and must provide a signed letter of recommendation from their principal and guidance counselor and provide written permission from a parent or legal guardian.
- Students in the 9th grade must have an overall minimum grade point average of 3.0 on a 4.0 scale, score at the 90th percentile or above on the ACT or SAT, and provide a signed letter of recommendation from their principal and guidance counselor and provide written permission from a parent or legal guardian.

### **Undergraduate Admission into Graduate Studies**

An undergraduate student with senior standing may be admitted into graduate studies as a special student for a maximum of 9 hours of graduate credit, which can be applied toward the Master's degree once the student is admitted to a specific degree program. The student must meet the following requirements:

- An overall grade point average of at least 3.00
- Approval of the dean of the degree area in which the student expects to major

The student must complete the Baccalaureate degree at the end of the semester in order for the hours to be counted. A student will not receive graduate credit for any coursework taken at Lincoln University prior to being admitted to graduate studies. During the last semester of undergraduate enrollment, graduate fees will be assessed for any graduate coursework.

### **Missouri Residence Status**

A student's residency status for fee purposes is determined at the time of admission according to state of Missouri policy (Code of State Regulations 6CSR 10-3.010). Copies of the residency policy and petitions for change of residency status are available on request from the Office of the Registrar. A student who qualifies for Missouri residency maintains that residency as long as he/she is continuously enrolled.

Students who petition for Missouri residency must submit the required documentation to the Office of the Registrar, where the burden of proof of residency lies with the student. The petition for a change of residency status must be completed and submitted no later than the end of the first week of classes of each semester.

A student who has moved to Missouri for the primary purpose of attending an institution of higher education shall not be considered a bona fide resident of the state of Missouri. A student who does not reside in Missouri yet claims to be supported wholly or in part by relatives residing in Missouri is considered a non-Missouri resident.

International students on a student (F-1) visa cannot be considered Missouri residents.

### **Veterans and Military Affairs**

Lincoln University welcomes, serves, and supports veterans, reservists, survivors, and family members and recognizes their contributions as citizens and students. Lincoln

University serves as an information source, advocate and guide for our student veterans. We are dedicated to fostering and developing a sense of community and seamless communication and service among our student veterans and reservists, faculty, staff and administration.

### **Services Provided**

- Certification of enrollment for educational benefits
- Referrals for counseling (personal, career, financial, academic)
- Information on University policies and procedures
- Information about changes in legislative policies and regulations

### **Residency Status**

Military personnel who are stationed within Missouri pursuant to military orders, along with their spouse and un-emancipated minor children, are considered to hold Missouri resident status. Military personnel and their spouses/dependents remain eligible for in-state tuition benefits as long as Missouri remains their home of record. If a military member is reassigned to another state, the military member's spouse/dependents will maintain eligibility for in-state tuition benefits as long as they are continuously enrolled in a degree program at Lincoln University.

### **Campus Housing Policy**

Veterans and military personnel, regardless of their age, are exempt from the on-campus housing policy. For more information, see the Campus Life section of the *Bulletin*.

### **Being Called to Active Duty**

A student who is called to active duty in any branch of the U.S. military while enrolled as a student at Lincoln will be released from his/her academic responsibilities without penalty. The following options are available:

1. A student called to active duty may request to withdraw from all classes and receive a full refund of incidental fees/tuition paid for class enrollment. If the student resides on-campus, the refund of fees paid for room/board will be prorated. NOTE: he/she must initiate the withdrawal process in the Office of the Registrar by presenting his/her military orders in order to qualify for refunds of tuition and fees.
2. A student called to active duty who has completed at least 85 percent of the time designated for a course may initiate a request, through the instructor of record, that he/she be permitted to either receive an "I" grade in the course or to take an early final examination and receive a final grade. NOTE: when possible, this transaction should be properly notated with the

signatures of the student and instructor with a copy of the agreement placed on file in the following offices: Department Head, College Dean and Vice President for Academic Affairs.

No modification in any of the policy options will be permitted. Once a student notifies the designated University representative of their decision, the action selected will be considered final. Any property (equipment, instruments, books) belonging to the University that the student has in his/her possession must be returned to the lending source prior to separation.

The approved "I" grade(s) received by a student called to active military duty before the close of the academic semester shall be maintained as a part of his/her academic

record until such time as he/she re-enrolls in school. Upon re-enrollment, the student shall be given up to two full semesters to satisfy the requirements of the course(s) that were left unmet at the time of departure from the University.

### **Course Exemption**

Veterans who present a copy of form DD-214 or DD-2384 to Veterans and Military Affairs are exempt from Area 9: Lifetime Wellness Skills component of the General Education curriculum (1 credit hour of PED activity).

### **Veteran/Military Benefits Tuition Rates**

The following individuals shall be charged a rate of tuition not to exceed the in-state rate for tuition and fees purposes:

- A Veteran using educational assistance under either chapter 30 (Montgomery G.I. Bill – Active Duty Program) or chapter 33 (Post-9/11 G.I. Bill), of title 38, United States Code, who lives in Missouri while attending a school located in Missouri (regardless of his/her formal State of residence) and enrolls in the school within three years of discharge or release from a period of active duty service of 90 days or more.
- Anyone using transferred Post-9/11 GI Bill benefits (38 U.S.C. § 3319) who lives in Missouri while attending a school located in Missouri (regardless of his/her formal State of residence) and enrolls in the school within three years of the transferor's discharge or release from a period of active-duty service of 90 days or more.
- Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three year period following discharge or release as described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code.
- Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in Missouri while attending a school located in Missouri (regardless of his/her formal State of residence).
- Anyone using transferred Post-9/11 G.I. Bill benefits (38 U.S.C. § 3319) who lives in Missouri while attending a school located in Missouri (regardless of his/her formal state of residence) and the transferor is a member of the uniformed service who is serving on active duty.
- The policy shall be read to be amended as necessary to be compliant with the requirements of 38 U.S.C. 3679© as amended.

# FEES

## Tuition and Fees

*Students must have a zero student account balance in order to register for classes.*

Tuition and incidental fees are automatically charged at the time of pre-registration or regular registration according to the following schedule:

	<b>Missouri Resident</b>	<b>Non-Resident</b>
<b>Undergraduate</b> <i>(credit or audit)</i>	\$ 209.00 per hour	\$ 427.00 per hour
<b>Undergraduate—FLW/Caruthersville</b>	225.75 per hour	N/A
<b>Undergraduate—FLW/Nursing</b>	293.50 per hour	N/A
<b>Graduate</b> <i>(credit or audit)</i>	291.00 per hour	541.50 per hour
<b>Off Campus</b>	87.00 per hour	N/A
<b>Dual Enrolled</b>	75.00 per hour	N/A
<b>Senior Citizens</b> <i>(audit only)</i>	25.00 per semester	N/A

## Additional Tuition Related Fees

Activity Fee	\$ 10.00 per hour
Technology Fee	173.94 per semester
Building Maintenance Fee	132.16 per semester
Late Registration Fee	75.00 per semester
Online Course Fee	50.00 per course
Lab Fees	
General	30.00 per course
Computer Science—depending on course	25.00 per course
Nursing	50.00 per course
NUR 101, 103, 201 & 203 (Kaplan fee)	125.00 per course
NUR 220, 340, 365, 400, 435 (Kaplan fee)	100.00 per course
Applied Music	69.00 per hour
Golf	70.00 per course
Bowling	50.00 per course
Course Fees	
Education <i>(All courses with EDU, SE, and PEP prefix)</i>	10.00 per hour
Social Work <i>(SW 499 and 499L)</i>	10.00 per hour
Business <i>(All courses with ACC, BAD, BED, ECO, MKT, and PAD prefix)</i>	15.00 per hour
Nursing <i>(Select courses – excludes FLW)</i>	10.00 per hour

## Other Fees

Enrollment fee (non-refundable)	
Residential	\$300.00
Commuter	150.00
Application for Admission Fee (non-refundable)	\$ 20.00
Application for Graduate/International (non-refundable)	30.00

Deferred Payment Plan Fee (per payment plan)	25.00
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Graduation Fee

40.00



Duplicate Diploma Fee	20.00
Transcript Fee	10.00
Duplicate ID Fee	15.00
Departmental Credit by Examination Fee ( <i>per credit hour</i> )	102.00
Parking Permit	42.00
Parking Permit (replacement)	5.00
Miller Analogies Test (MAT)	80.00
Student Health Insurance – International Students	TBD

## Housing Fall/Spring - Room and Board (Meals)

Room and board fees are due according to the same schedule as tuition and related fees. See the schedule below for the various rate plans offered. *Note: There is no reduction in fees for late occupancy or late enrollment in a room or meal plan.*

<b>Housing Plans</b>	<b>Amount Per Semester</b>
Double Room ( <i>Dawson, Martin, Perry</i> )	\$ 1,755.00
Private Single Room ( <i>Dawson</i> )	2,525.00
Private Double Room ( <i>Dawson, Martin, Perry</i> )	2,855.00
Double Room w/Shared Bath ( <i>Anthony, Bennett, Hoard Perry, Tull, Yates</i> )	2,165.00
Single Room w/Private Bath ( <i>Anthony, Bennett</i> )	2,915.00
Single Room w/Shared Bath ( <i>Anthony</i> )	2,165.00
Apartment – 4 person ( <i>Anthony</i> )	3,225.00
Private Double w/Shared Bath ( <i>Bennett, Tull</i> )	3,185.00
Private Double w/Private Bath ( <i>Anthony, Hoard, Yates</i> )	3,060.00
Double Room w/Shared Bath ( <i>Sherman D. Scruggs</i> )	2,465.00
Private Room w/Shared Bath ( <i>Sherman D. Scruggs</i> )	3,225.00
Single Room w/Shared Bath ( <i>Sherman D. Scruggs</i> )	2,750.00

<b>Meal Plans</b>	<b>Amount Per Semester</b>
Three Meal Plan ( <i>off campus students, faculty, staff only</i> )	\$300.00
Five Meal Plan ( <i>for off-campus students, faculty, staff, and Anthony Hall residents in apartments with full kitchens only</i> )	\$ 525.00
Unlimited Meal Plan	1,630.00

## Summer – Room and Board (Meals)

Room – double occupancy in designated halls	\$ 815.00
Room – single occupancy in designated halls	\$902.00
Summer - Fourteen Meal Plan	773.00
Unlimited Meal Plan (specific programs only)	950.00

## Miscellaneous

Key Replacement ( <i>per key</i> )	15.00
Lock Core Replacement ( <i>per lock</i> )	50.00
Contract Buyout	250.00

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*The Board of Curators reserves the right to change any fees whenever conditions or circumstances dictate.*

**Payment Policy**

Educational expenses include tuition and tuition-related fees, room, board, and other miscellaneous fees. Educational expenses less awarded and accepted financial aid are due in full by the published last day to pay, generally the last business day before classes begin. However, those students who wish to pay their educational expenses in installments may request a deferred payment plan. This must be completed each semester in which the student is enrolled.

**Deferred Payment Plans**

Lincoln University offers a selection of interest-free deferred payment plans that allow a variety of down payment amounts and repayment periods. When making payment on the last day to pay, a student is required to make a minimum down payment of 50% of educational expenses less awarded and accepted financial aid. The remaining 50% is payable in three installments due in each of the first three full months of the semester. Enrolling in a deferred payment plan earlier than the last day to pay will allow a greater number of payment plan options. The deferred payment plans are offered through **Nelnet Business Solutions** and can be accessed via **WebAdvisor** on the Lincoln University webpage. There is a \$25 fee to participate in a deferred payment plan.

**Student Health Insurance**

All international students (undergraduate, graduate, full-time and part-time) are required to participate in the University’s mandatory student health insurance program and will be charged for health insurance. Charges will be assessed to the student’s account based on the contracted rates through the insurance carrier. Students may waive insurance by completing the approved paperwork and providing proof of comparable coverage.

**Book Vouchers**

Students having excess financial aid after tuition and other charges are paid may charge books for the amount of excess aid (some limitations may apply). Financial aid must be awarded and complete in order to charge books. Students eligible for book vouchers will receive communication from the bookstore once their voucher is available.

Book vouchers are valid through the first week of class. Book vouchers may also be available to students who are sponsored by an employer or governmental agency.

**Failure to Make Satisfactory Payment Arrangements**

Students who fail to make satisfactory payment arrangements by the established payment deadline may be de-registered from their classes. This is completed solely at the discretion of the University and does not relieve the student of the responsibility to properly withdrawing from classes. Students who fail to properly withdraw from classes after being de-registered will be fully liable for all charges on their student account.

**Refund and Adjustment of Fees**

Tuition and certain related fees may be fully or partially refunded according to the following schedule upon withdrawal from a course or from the university:

<u>Refund Schedule for 16-week Classes</u>	
During the first calendar week of classes	Full Refund
During the second calendar week of classes	50% Refund

During the third calendar week of classes	25% Refund
After the third calendar week of classes	No Refund

For eight-week classes, a 100% refund is allowed during the first calendar week of class regardless of the day on which the course begins. No refunds are available after the first week. For four-week classes, a 100% refund is allowed through the first day of class. No refunds are available after the first day.

*Note: If a student wants to withdraw from all courses, they must complete that process with the Office of the Registrar. Students may drop individual courses through WebAdvisor or with an advisor. Refunds are subject the Refund and Adjustment of Fees schedule.*

## **Refund of Room and Board Fees**

Room and Board fees may be partially refundable if students are released from the housing contract within the first three weeks of the fall or spring semesters beginning the day residence halls officially open. After the third week, the entire Room and Board Fee is due and no refund is allowed. The summer session allows a similar proration of fees during the first week of the session only.

## **Refund Checks**

Refunds are prepared for students who have received excess financial aid. You may enroll in electronic refunds by contacting the Office of the Chief Financial Officer. If you have not yet provided your banking information, a check will be mailed to you. Refund checks will NOT be available for pick up at the Cashiers Office.

## **Billing Statements**

Billing statements are posted to student's university account and can be accessed through WebAdvisor. The Student Accounts Office will be send outstanding balance notices electronically to the students' LU email address. Students are not relieved of financial liability if a notice is not received.

## **Past Due Accounts**

Delinquent student account balances may be forwarded to an outside collection agency for collection. Student accounts that have been sent to collections may incur collection fees up to 50% of the unpaid balance. Collection fees are not waived.

## **Student Accounts Holds**

Students with an outstanding balance will be unable to register for course work and will not be eligible to receive a transcript or diploma.

## **Making Payments**

Payments on outstanding balances can be made in the following manner:

- Payment through WebAdvisor
- In personal at the Cashiers Office in room 105 Young Hall, 573-681-5085
- By mail with a check which includes your student ID to:  
Lincoln University, Office of the Chief Financial Officer  
820 Chestnut Street, Jefferson City, MO 65101

# FINANCIAL AID

Financial aid is intended primarily as a supplement to the resources students and their parent(s). Financial assistance is based on both need and academic achievement. Generally, a combination of these factors will be used in determining the type and amount of financial assistance available to each applicant. Funds are provided by various agencies: federal, state and local government, universities, community organizations, private corporations, and individuals.

## How to Apply For Financial Aid

To apply for federally funded financial aid, students must complete the Free Application for Federal Student Aid (FAFSA) for the academic year they wish to attend. The FAFSA may be completed by

- Accessing FAFSA on the web at [www.fafsa.gov](http://www.fafsa.gov).
- Obtaining a paper copy of FAFSA by calling the Federal Student Aid Information Center at 1-800-433-3243 and returning it by mail

Students defaulting on a student loan at Lincoln University or any other institution will not be eligible for financial assistance until the default has been properly resolved.

## Priority Dates

The priority date for receiving some federal financial aid is August 1 for fall semester, January 1 for spring semester, and June 1 for the summer session. Financial Aid information received after these dates may still be considered and aid awarded with any funds that may be available. Students will be processed on a first-come, first-awarded basis.

## Satisfactory Academic Progress Policy for Financial Aid Recipients

Eligibility to receive financial aid from federal Title IV aid programs requires that students maintain satisfactory academic progress. In response to requirements within the law for these programs, the University has developed this policy in addition to existing academic policy and designated that it also extends to selected state and institutional programs of assistance.

### Purpose

The intent of this policy is to:

- 1) ensure that students using financial aid programs are demonstrating responsible use of public funds in pursuit of their educational goals;
- 2) set standards for monitoring all financial aid recipients' course completion rates each term, warning individual students when progress is so slow that financial aid eligibility may run out before completion of the degree program; and
- 3) give students whose progress does not meet the standards of this policy at least one term of financial aid on a probationary basis in which to improve their academic progress.

## Definitions

**Attempted course:** A course which remains on the student's record after the first three weeks of the term.

**Completed course/earned credit:** A course in which a grade of A, B, C, D, or S was received. Withdrawals, no credits, blank grades, incomplete grades (I or X), failures (F), or unsatisfactory (U) are not considered "earned credit" for meeting progress requirements.

**Financial aid:** Federal Title IV programs, plus the state and institutional programs listed below:

- ☐ Federal Pell Grant
- ☐ Federal Supplemental Education Opportunity Grant (SEOG)
- ☐ Federal Work Study
- ☐ Federal Direct Loan (subsidized and unsubsidized)
- ☐ Federal Direct PLUS Loan
- ☐ Missouri State Financial Assistance Programs
- ☐ Foundation Scholarships/Grants
- ☐ Scholarships (LU or Departmental)
- ☐ Tuition Waiver (except graduate and employee waivers)

**Financial aid probation:** The status of a student who has been identified as not meeting one or more standards in this policy but continues to receive financial aid. At the end of the term of financial aid probation, a student is expected to improve his/her academic progress in order to receive financial aid.

**Financial aid termination:** The point at which a student is no longer eligible to receive financial aid as defined in the policy; normally, this is following an unsuccessful term of probation.

**Incomplete:** a grade of "I" or "X" received for an attempted course; no credit until the course is completed.

**Maximum time frame:** Time limit set for receipt of financial aid that is specific to a student's program of study. For undergraduate programs, federal law defines this limit as 150% of normal program length.

**Satisfactory academic progress:** Completion of courses at a rate that meets the standard defined in this policy.

**Transfer credit:** Course(s) accepted for credit at Lincoln University from another institution.

## Authority

The Higher Education Act of 1965 as amended and final regulations set by the United States Department of Education (34CFR668.16) require that institutions of higher education establish reasonable standards of satisfactory academic progress as a condition of continuing eligibility for federal aid programs. Nothing in this policy shall be construed as an exemption of the requirements of any other federal or state agency, or other granting or governing authority that apply to what assistance a student receives, nor does this policy limit the authority of the director of Financial Aid when taking responsible action to eliminate fraud or abuse in these programs.

## Satisfactory Progress Standards

To remain eligible for financial aid assistance a student must

- ☐ complete courses at an overall rate which will ensure graduation within the maximum time frame
- ☐ earn credit for a reasonable number of credit hours toward a degree or certification each term
- ☐ complete pre-college-level and incomplete courses in a timely manner
- ☐ graduate prior to the maximum time frame specific to his/her degree program
- ☐ maintain academic standing consistent with Lincoln University academic policy

*Maximum time frame:* To retain financial aid eligibility, a student must complete his/her degree program within a specified time limit, defined in cumulative attempted hours for undergraduate students. Attempted hours for this purpose include regular and pre-college-level course hours, as well as accepted transfer credit. Once a student reaches the maximum time frame, he/she is ineligible for financial aid. Maximum time to degree completion is as follows:

First baccalaureate degree	186 attempted hours
Second baccalaureate degree	60 attempted hours

Undergraduate appeals for an additional term of financial aid eligibility cannot be granted in excess of 150% of program length (1.5 x 124) or 186 hours.

*Overall completion rate:* rate at which a student earns credit for courses attempted (e.g., a student earning nine of twelve attempted hours would have a 75% completion rate). A student must meet an increasing standard of completion as he/she moves through the degree program in order to graduate within the maximum time frame. Satisfactory completion rates for this student are as follows:

0 - 36 cumulative attempted hours	70% completion
36.1 - 60 cumulative attempted hours	75% completion
60.1 - 84 cumulative attempted hours	80% completion
84.1 + or second baccalaureate attempted	85% completion
**second baccalaureate attempted**	
0-42 cumulative attempted hours	85% completion

The completion rate is calculated annually for federal Title IV funds and each semester for state funds.

*Minimum completion within a term:* A financial aid recipient is to earn credit for at least one course per term. A student who receives financial aid but does not earn credit for any course within a term is not to receive financial aid in subsequent terms. If mitigating circumstances were responsible for zero completion hours within a term, a student may appeal and be granted a term of financial aid probation if adequate documentation is provided (e.g., doctor's statement).

*Incomplete grades:* Students receiving incomplete grades ("I" or "X") are not progressing satisfactorily. Consequently, a student who has six or more hours of incompletes in any term or at any time will be placed on financial aid probation for the next term of attendance and expected to complete the courses according to the University's "Incomplete Coursework" grade policy. A reduced course load may be

recommended during the term of financial aid probation to ensure that both the course(s) with incomplete grades and new attempted courses can be satisfactorily completed by the close of that term.

*Grade point average/suspension:* Students must meet the University's policy on scholastic standing and grade point average as defined in the appropriate *Bulletin*. A student on scholastic suspension has not maintained acceptable academic progress. The Department of Student Financial Aid initially will block that student from receiving financial aid any other subsequent term. If readmitted or reinstated, the student may appeal to receive financial aid during a term of financial aid probation.

## **Notification of Financial Aid Probation or Termination**

The Department of Student Financial Aid will send an email to any student who is placed on probation or a termination notification to any student who is no longer eligible for financial aid. This email will be sent to the student's Lincoln University e-mail address or personal email address that was provided to the University from their FASFA application.

### **Reinstatement**

- ☐ *Undergraduate with greater than 160 attempted hours and no degree:* The student must appeal on the appropriate form and provide a graduation plan signed by his/her academic advisor. If the plan is considered reasonable, the student will receive financial aid on probation for one or more terms until the degree is completed.
- ☐ *Student on financial aid probation:* The student may regain eligibility in one of two ways after a term of financial aid probation: 1) by meeting the completion standards which apply to the student after financial aid probation under this policy (e.g., at least 36 attempted hours with a 70% completion rate); or 2) by improving their cumulative grade point average (cum GPA) to a 2.0 or above.
- ☐ *Student with grade changes:* The student can regain financial aid eligibility by notifying the Department of Student Financial Aid of the grade change, including grades posted for incomplete courses.
- ☐ *Student previously suspended:* A student who loses financial aid eligibility at the time of suspension from the University must appeal on the appropriate form to receive approval for a term of financial aid probation if reinstated or readmitted.
- ☐ *Student terminated under prior policies or for zero completion:* The student must complete at least 12 hours with a 2.0 grade point average at his/her own expense and then may appeal to receive financial aid on a probationary basis.

### **Financial Aid Appeals**

Students who wish to appeal termination of his/her financial aid eligibility must do so in writing to the Department of Student Financial Aid by the date indicated in the termination letter. The director of Financial Aid may take action on the appeal or forward it to the Financial Aid Appeals Committee for review. The committee's decision may be appealed to the director; the director's decision may be appealed to the Dean of Student Affairs.

The Financial Aid Appeals Committee appointed by the Dean of Student Affairs shall have a membership that consists of two faculty and/or staff members familiar with University academic policy in addition to a staff member from the Department of Student

Financial Aid and a staff member from Student Accounts Receivable. It may also have an additional member who participates in general committee matters. The committee normally reviews the written record and does not conduct hearings unless unusual circumstances warrant such. A student is encouraged to submit third party written documentation to support his/her appeal.

**Attendance and Financial Aid Guidelines**

The Lincoln University Class Attendance Policy explains how attendance may affect a student’s grade. Students must attend classes in order to continue receiving financial assistance.

**Federal Financial Aid Recipient Refund Policy**

If a student withdraws or is expelled from Lincoln, then the school or the student may be required to return a portion of the federal funds awarded to the student. The student may also be eligible for a refund of a portion of the tuition, fees, room and board paid to the University for the semester. If the student received financial assistance from outside of the federal award, then a portion of the refund will be returned to the grant, scholarship or loan source from which the assistance was received.

A student planning to withdraw should visit the Office of the Registrar in B-4 Young Hall to begin the withdrawal process. This procedure will enable the University to refund the maximum possible institutional charges. A student withdrawing from the university should do so through the Office of the Register in B-4 Young Hall to insure maximum refund of institutional charges.

Withdrawal from the university due to properly documented military service or extraordinary medical circumstances may be grounds for a partial or full refund of fees. Such requests submitted during the semester must be submitted to the Bursar for consideration. Requests submitted for prior semesters must be submitted to the Academic Routine Committee for consideration.

Tuition fees may be fully or partially refunded upon withdrawal from a sixteen-week course or from the university to students in good standing according to the following schedule:

- ☐ During the first calendar week of classes ..... Full Refund
- ☐ During the second calendar week of classes..... 50% Refund
- ☐ During the third calendar week of classes ..... 25% Refund
- ☐ After the third calendar week of classes ..... No Refund

For an eight-week class, a 100% refund is allowed during the first calendar week of class. No refunds are available after the first week.  
For a four-week class, a 100% refund is allowed through the first day of class. No refunds are available after the first day.

The federal formula requires a return of Title IV aid if the student received federal financial assistance in the form of a Pell Grant, Supplemental Education Opportunity Grant, Federal Direct Student Loan or PLUS loan and withdrew on or before completing 60% of the semester. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the semester divided by the number of calendar days in the semester. Scheduled breaks of more than four consecutive days are excluded.

If any funds are to be returned after the return of Title IV aid, they will be used to repay state funds, other private sources, and the student in proportion to the amount



received from each non-federal source as long as there was no unpaid balance at the time of withdrawal. If there was an unpaid balance, then all aid sources will be repaid before any funds are returned to the student.

**NOTE:** If funds have been released to a student because of a credit balance on the student's account, then the student may be required to repay some of the federal grant(s) if the student withdraws. The University will not repay the federal grant funds on behalf of the student. Worksheets used to determine the amount of refund or return of Title IV aid are available upon request.

The Department of Student Financial Aid notifies students by mail of the amount the student is required to repay. The student will then have 30 days to either remit the full amount or make satisfactory arrangements for repayment with the Office of Student Accounts Receivable in room 105, Young Hall, telephone number (573)681-5278. Failure to repay the amount owed in a timely manner will result in a financial hold being placed against the student's Lincoln University records.

## Types of Financial Aid

Financial aid is divided into four categories: grants, loans, employment and scholarships. Scholarship and grant monies are funds awarded with no requirements for repayment; loans are funds awarded with provisions for monthly repayment at low interest rates. The Lincoln University Department of Student Financial Aid administers the following:

### GRANTS

**Federal Pell Grant:** An undergraduate student carrying at least a half-time course load is eligible to apply for the Pell Grant.

**Federal Supplemental Educational Opportunity Grant (SEOG):** An undergraduate student with exceptional financial need is eligible to apply for the SEOG.

**Missouri Grant:** Missouri residents are eligible to apply and must be full-time in order to receive the grant. Applicants must submit the completed FAFSA application prior to April 1. For returning students to be eligible, they must maintain a cumulative grade point average (GPA) of at least 2.5

### LOANS

**Federal Direct Loan:** For disbursement of the loan to be applied to your account, you must be enrolled and attending as a half-time student -- at least six credit hours for undergraduates and five credit hours for graduates -- to be considered eligible. Applicants must complete the FAFSA and Student Loan Request Form. Loans are funds that are borrowed and must be repaid. Repayment begins six months after the last date of enrollment, which can be graduation, when less than half-time enrollment status occurs or when the student withdraws and does not re-enroll. As with any loan, interest is charged; however, the interest on a student loan is lower than it would be on a regular consumer loan. First-time borrowers are required to participate in an Entrance Counseling session before their loan funds are disbursed. A Master Promissory Note (MPN) is required for all borrowers who are new to the Federal Direct Loan program or transferring in to Lincoln University.

**Parent Loan for Undergraduate Students (PLUS):** This program enables parents to borrow money to assist in the postsecondary education expenses of their dependent undergraduate children who are enrolled at least half-time. Once a parent

applies and is approved, a Master Promissory Note (MPN) must be on file with the Department of Education before the disbursement of funds. The University may also requests a Parent Excess Authorization Form to be completed by the parent borrowing the loan directing the University how to disburse the excess funds applied to the student's account.

**Graduate PLUS Loans:** Loan program that is credit-based for graduate students enrolled at least half-time. They may borrow up to the cost of attendance, minus all other financial aid received. There is a variable interest rate up to nine- percent and interest accrual begins at disbursement. Repayment starts 60 days after the first disbursement has been made to the student's account. It is required that the student complete a FAFSA before the Graduate PLUS Loan can be originated, as well as a Student Loan Request Form and Master Promissory Note.

## EMPLOYMENT

**Federal Work Study Program (FWSP):** The Work Study Program is sponsored by the University and the federal government to provide part-time employment funding to students in need of earnings to meet their cost of education. A student must be enrolled in at least six hours each semester and three hours during the summer session to participate in the FWSP.

## SCHOLARSHIPS

### Eligibility Requirements for Institutional Scholarships

All Lincoln University Institutional Scholarship recipients must enroll full-time, maintain the required cumulative grade point average, and earn a minimum of 24 semester hours per academic year to continue to receive aid. Any student failing to achieve the minimum hour and GPA requirements may use summer school to make up any deficiencies. However, scholarship funding will not be available for the summer.

### Academic Scholarships\*

Academic Scholarship Deadline: February 1

For more information on the following four scholarships, contact the Office of Admissions at (573) 681-5599. In respect to all other scholarships printed in this booklet, please contact the respective department or division as indicated. *Funds are limited.*

### Curator's Scholarship:

- ☐ The applicant must have graduated from an accredited Missouri high school, **and**  
Ranked in the top 10% of his/her graduating class, **or**  
Achieved an ACT composite score of 24 or higher, **or**  
Earned a cumulative GPA of 3.2 or higher. *(Student meeting all of the above criteria is given highest priority.)*
- ☐ Recipient must matriculate at LU the first semester immediately following high school graduation.
- ☐ Covers approximately 90% of the cost of tuition, incidental, and student activity fees; on-campus housing; and a \$500 book allowance per semester. (Scholarship does not cover health insurance.)

**Presidential Scholarship:**

- ☐ The applicant must have graduated from an accredited high school (Missouri and out of state applicants are welcome), **and** Ranked in the top 20% of his/her high school graduating class, **or** Achieved an ACT Composite score of 22 or higher, **or** Earned a cumulative GPA of 3.0 or higher. (*Student meeting all of the above is given highest priority.*)
- ☐ Recipient must matriculate at LU the first semester immediately following high school graduation.
- ☐ Covers approximately 80% of the cost of tuition/incidental and student activity fees; and \$1,000 per semester towards on-campus housing costs; and \$450 per semester book allowance. (Scholarship does not cover health insurance.)

**Central Missouri LU+ Scholarship:**

- ☐ The applicant must be a U.S. citizen, permanent resident, or lawfully present in the U.S
- ☐ Have a written agreement with your high school prior to graduation
- ☐ Attend a private accredited high school within 30 miles of Lincoln University for 3 consecutive years immediately prior to graduation or provides documentation from a locally approved home school
- ☐ Graduate with an overall grade point average of 2.5 or higher on a 4.0 scale.
- ☐ Have at least a 95% attendance record overall for grades 9-12.
- ☐ Perform at least 50 hours of unpaid tutoring or mentoring, of which up to 25% may include job shadowing.
- ☐ Maintain a record of good citizenship and avoid the unlawful use of drugs and/or alcohol.
- ☐ Have achieved a score of proficient or advanced on the Algebra I end of course exam or a higher level DESE approved end-of-course exam in the field of mathematics

**LU+ Scholarship:**

- ☐ The applicant must be a U.S. citizen, permanent resident, or lawfully present in the U.S
- ☐ Enter into a written agreement with your high school prior to graduation
- ☐ Graduate with an overall grade point average of 2.5 or higher on a 4.0 scale.
- ☐ Have at least a 95% attendance record overall for grades 9-12.
- ☐ Perform at least 50 hours of unpaid tutoring or mentoring, of which up to 25% may include job shadowing.
- ☐ Maintain a record of good citizenship and avoid the unlawful use of drugs and/or alcohol.
- ☐ Beginning with the high school senior class of 2015, have achieved a score of proficient or advanced on the Algebra I end of course exam or a higher level DESE approved end-of-course exam in the field of mathematics

**Institutional Scholarship:**

- ☐ The applicant must have completed 30 or more hours of college work, **with** a minimum cumulative GPA of 3.0.

- Available to current LU students or students transferring to LU from other colleges/universities.
- Covers approximately 70% of the cost of tuition, incidental, and student activity fees (*partial institutional scholarships given on occasion for lesser amounts*); \$750 per semester toward on-campus housing costs; and \$350 per semester book allowance. (Scholarship does not cover health insurance.)

*The three scholarships listed above are renewable up to 8 consecutive semesters if the student maintains a 3.0 cumulative GPA and satisfies the minimum academic requirement of a full-time student (12 credit hours a semester).*

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

- Available to the student graduating from any accredited high school nationwide and who has completed at least 60 hours at Lincoln University.
- Student must have ranked in the top 30% of high school graduating class, **or** achieved an ACT composite score of 20 or higher, **or** Earned a cumulative GPA of 3.0 or higher (both high school and college level)
- Covers approximately 50% of the cost of tuition, incidental, and student activity fees; \$500 per semester toward the cost for on-campus housing; and \$250 per semester book allowance. Non-renewable. (Scholarship does not cover health insurance.)

*Students ineligible to apply for one of the other three scholarships listed above are encouraged to apply.*

\* The above scholarships will only be applied to charges of up to 15 credit hours.

**Students receiving institutional scholarships will have their federal financial aid applied to their accounts prior to the awarding of institutional aid.**

#### **Departmental and Other Institutional Scholarships and Awards**

University departments offer a variety of scholarships to qualified students. Please contact the appropriate office when inquiring or applying.

#### **College of Agricultural, Environmental, and Human Sciences**

Department Agriculture and Environmental Sciences.....(573) 681-5967

#### **College of Arts and Sciences**

Department of Humanities and Communications.....(573) 681-5280  
 Department of Science, Technology and Mathematics .....(573) 681-5482  
 Department of Social and Behavioral Sciences.....(573) 681-5145  
 Department of Library and Information Sciences .....(573) 681-5502  
 Department of Military Science .....(573) 681-5346

**School of Business** .....(573) 681-5487

**School of Education** .....(573) 681-5250

**School of Nursing**.....(573) 681-5421

<b>Division of Educational Innovation and Extended Studies .....</b>	<b>(573) 681-5206</b>
<b>Office of Graduate Studies .....</b>	<b>(573) 681-5247</b>
<b>Athletics Department .....</b>	<b>(573) 681-5342</b>
<b>Student Life .....</b>	<b>(573) 681-5259</b>

### **Lincoln University Foundation, Inc. Scholarship:**

The Lincoln University Foundation, Inc. is a not-for-profit corporation organized under the laws of the State of Missouri. The Foundation is the fund-raising arm of Lincoln University and offers scholarships in varied amounts. A standardized application allows the applicant to be considered for all scholarships offered by the Foundation for which the applicant meets the minimum eligibility requirements. Applications are due before April 1.

For more information, please contact:

Lincoln University Foundation Office  
820 Chestnut Street, 306 Young Hall  
Jefferson City, MO 65101  
(573) 681-5611

*<http://bluetigerportal.lincolnu.edu/web/lincoln-university-foundation/foundation-lincoln-university-foundation>*

### **Other Scholarship Information**

- **NAACP Scholarships:** Please contact the local NAACP organization for more information regarding the scholarships listed below and how to apply for them.
- **Oscar O. Lawson Minority Pre-Med Scholarship:** Awarded to a minority student who aspires to become a physician and is in need of financial assistance.
- **David Brent Minority Social Worker Scholarship:** Awarded to a minority student majoring in Sociology or Psychology, aspiring to become a Social Worker, and who demonstrates a need for financial assistance.
- **Lorine F. Knight Minority Education Scholarship:** Awarded to a minority student majoring in Education, who wishes to become a teacher and who demonstrates a need for financial assistance.
- **Charles E. “Lefty” Robinson Black Studies Scholarship:** Awarded to a minority student, seeking a degree in liberal arts education.

### **State Grants and Scholarships**

Missouri Department of Higher Education (MDHE) offers a wide variety of scholarships and awards. For additional information, please contact MDHE at 1-800-473-6757, 573-751-3940, or via the Internet at <http://www.dhe.mo.gov/>.

### **Other Aid Programs**

- **Missouri Professional and Practical Nurse Loan Program:** Enacted to address the state’s nursing shortage through financial aid for the student pursuing a career in nursing. The loans are for the educational cost of a professional or practical nursing program and the associated living expenses. The program is administered by the State Department of Health; please contact them for more information.

- **Vocational Rehabilitation:** Provides financial assistance to the disabled individual pursuing a postsecondary education. For additional information, please contact the local State Office of Vocational Rehabilitation.
- **Veteran's Benefits:** Contact the Veteran's Coordinator for information on the various types of assistance available at (573) 681-6105.

### **Outside Scholarship Information**

A website to inquire about scholarship information: *[www.scholarships.com](http://www.scholarships.com)*

A website that will assist you in searching for scholarships: *[www.fastWEB.com](http://www.fastWEB.com)*

# CAMPUS LIFE

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## Housing and Dining

Housing is available to any university student and mandatory for those meeting the requirements of the university's housing policy identified below. To receive a housing assignment, the student must complete and sign a housing contract and remit a \$150.00 non-refundable housing fee. Rooms are double occupancy, unless a private room is requested and available. Contracts are available online. **Housing contracts are legally binding for the entire academic year unless eligible for the Buy Out Policy.**

Students residing in campus housing are required to purchase the unlimited meal plan option. Students residing in the Anthony Hall apartments are required to have a minimum 5 meal plan option.

Room and board charges are established for the academic year and applied each semester to a resident's student account. Students who are required to reside on campus who choose not to will still be billed the full amount of their room and board.

Residence halls are officially closed between semesters; however, students may remain on campus for a nominal fee. A resident desiring accommodations during these periods must make arrangements with the Office of Residential Life. If a student decides to stay on campus there will be a flat fee charged that will not be prorated if a student opts to leave prior to the start of the upcoming semester. Additionally, if a student is found to be occupying or accessing the building after the end of the semester without prior authorization and payment, charges will be applied to the student account.

## Campus Housing Policy

The educational value of campus residence living has long been established. To this effect, the area of Student Affairs administers an on-campus housing policy. Following are the rules and regulations of this policy:

1. All entering unmarried freshmen under 21 years of age and whose primary domicile is beyond a 60-mile radius of the University, are required to reside in the campus residence halls for four (4) consecutive semesters.
2. Room and board are mutually inclusive components of on-campus residency.
3. All unmarried international students under the age of 21 are required to reside on campus for four (4) consecutive semesters. Room and board are mutually inclusive components of their contracts.
4. Students who desire an exemption from this policy must file a written request to the Residential Life Appeals Board.
5. Veterans of the U.S. Armed Forces are exempted from this policy.
6. Transfer students under 21 years of age with verification that they resided for a minimum of two years in on-campus housing at another institution are exempted from this policy.
7. All unmarried transfer students under 21 years of age, whose primary domicile is beyond a 60-mile radius of the University, who have lived in on-campus housing for less than two years are required to live on campus for the remainder of the four semester duration; e.g., students who lived on campus at another

institution for one semester are required to live for three (3) semesters in a Lincoln University residence hall.

8. Students whose 21st birthday occurs while living in a residence hall are required to remain in the residence hall until the end of that semester. At that time, the Buy-out Policy may apply.
9. In the event rooms on campus are not available to accommodate all students affected by the On-Campus Housing Policy, a waiting list will be maintained. Those students on the waiting list will be furnished with a list of off-campus realtors. Those students will be responsible for their own housing that semester. In the event that the lease for off-campus housing is a 12-month lease, students will be expected to fulfill the requirements of Lincoln University and spend two (2) concurrent semesters on campus. Students on the waiting list will be notified the following semester when space is available for them to move on campus.
10. Each student living off campus, due to unavailable space, must report to the Office of Residential Life with their current address and phone number. These students will be notified by mail of their room assignment on campus for the following semester/year.
11. If a student is found in violation of the student code of conduct and/or residential hall policies and is suspended or removed from university housing, s/he will still be responsible for her/his room and board charges for the semester; regardless of when the infraction occurred.
12. Living on campus is a privilege. All students are accountable for the personal and common spaces they occupy. If damages are made to a residential community and a perpetrator is not identified, then the entire community (floor, wing or building) will be responsible for the charges associated with those damages. A minimum charge of \$20 will be assessed to each student's account when community damages occur.
13. Lincoln is a smoke free campus, all residential buildings (rooms, lobbies, kitchens, etc. are also smoke free). Students who are found responsible for violating this policy will be sent through the student conduct system and based on the extent of the infraction removed from the residence halls.
14. The Office of Residential Life and Housing reserves the right to consolidate students based on room availability, i.e. single students in separate rooms/suites may be re-assigned to the same to accommodate transitions and other university housing issues. Notification of housing assignments will be sent to students' local addresses between mid-July and prior to the opening of residence halls in August.

The official residence hall contract explicitly states the mutual rights and responsibilities of the University and its residential students. In the spirit and intent of the University Oath, it is the position of the University that on-campus living is a privilege for students and not an obligation of the University. Consequently, Lincoln University reserves the right to negotiate and/or terminate contractual arrangements between its students at any time it deems appropriate.

## **Buy Out Policy**

A student who has lived in the residence halls four consecutive semesters or turns 21 years of age in the middle of an academic year, and who wishes to leave the residence hall during the contract period, may buyout his/her contract at the end of an academic semester. In order to do this, the student agrees to pay a buyout fee of \$750.00 (prior to



moving out) which cannot be placed on his/her account. A student who is student teaching outside the 60-mile radius or gets married will be allowed to move off campus and the buyout policy does not apply. The student will be eligible to receive a refund of the room deposit unless there is an outstanding balance on the student's account.

A student who becomes pregnant will be allowed to move off campus and the buyout policy does not apply. She will, however, forfeit her room deposit.

If a student is eligible for buyout and chooses to do so, the buyout transaction must be completed prior to the opening of the halls for the spring semester. If the buyout fee has not been paid prior to the opening of the halls, the resident has 21 days to complete the transaction. During this time, a room rental fee of \$30.00 per day will be charged to the student's account for each day the resident remains on campus. Furthermore, a student who is allowed to live off campus at the end of an academic semester, (e.g., student teaching, getting married, etc.) who stay on campus at the beginning of a new semester will be charged a fee of \$30.00 per day up to 21 days beginning the day the residence hall opens.

Approval of the buyout is at the discretion of the Director of Residential Life.

**Cancellation of Contract and Refunds**

For admitted students with a housing contract, who choose not to attend the University, the housing contract may be cancelled after a written request has been received by the Office of Residential Life on or before the following dates:

Fall semester	on or before July 30
Spring semester	on or before January 2
Summer session	on or before May 25

A student leaving the residence halls at any time other than the end of the contract period may receive a refund of room and board fees based on a daily pro-rated charge for the first 21 days. This daily rate will begin on the day the student moves in. No refund will be made after the first three weeks of any semester; and the student will be responsible for the entire room and board charges.

**Abandoned Property**

The University assumes no responsibility for any property or personal items, such as clothing, books, clocks, computers, radios, toiletry articles, etc., left in the residential hall rooms or building by a student departing the campus at the end of or during the course of each semester or summer session. If contact cannot be made with the owner or his/her family within three days or if the owner is unknown, the abandoned items will be discarded.

**Student Health Services**

The Student Health Center (SHC) provides care for many types of consultations, examinations, or treatments that a student might need, just as a family physician would provide in a student's home area. The Student Health Center is not staffed with a fulltime physician during the semester. It is however staffed with a nurse practitioner, nurses, a nursing assistant, and an administrative assistant. The Nurse Practitioner consults with a doctor regarding situations that warrants a physician's approval. The staff of the Health Center provides a full range of primary care services, including treatment for acute and chronic illnesses, injuries, STIs, etc., and routine care.

A Licensed Clinical Social Worker has been added to the Student Health Center staff to provide counseling services for students. The nursing staff works very closely with the counselor to provide a more holistic healthcare experience to the students of Lincoln University.

Patients are seen on a walk-in basis by the full-time nursing staff. Patients will be seen in the order of arrival, unless their condition is of an urgent nature. Patients can be seen by the Nurse Practitioner on Tuesdays from 1:00 p.m. to 3:00 p.m. and Wednesdays and Thursdays from 8:00 a.m. to 10:00 a.m., by appointment only. Patients should contact Student Health Services at (573) 681-5476 to schedule an appointment. If students have ongoing health care needs and are under the care of a private physician, the Health Center staff can team with the physician to provide lab work, blood pressure checks, or other care as needed for continuity while students are at Lincoln University. In the event of an emergency, the student should go directly to a local emergency room or dial 911.

The Health Center dispenses, free of charge, a wide range of over the counter (OTC) and prescription medication commonly prescribed by physicians. All students pay a **one-time student health fee of \$50** as part of their enrollment fee.

## **Student Health Insurance**

All international students, full-time or part-time, are required to carry health insurance and may not waive it under any circumstances. Students can enroll in the insurance plan on-line at <http://www.lincolnu.edu/web/thompkins-health-center/>

## **Services for Students with Disabilities**

Disability Services are coordinated through the Office of Access & Ability Services. Lincoln University is committed to providing equal opportunities to persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and with the Americans with Disabilities Act (ADA) of 1990, as it relates to the physical infrastructure of all University property.

Upon admittance to the University, any person requiring reasonable accommodations must register with the University before any accommodations will be afforded to them. Documentation of a disability from a qualified medical and/or authorized professional must be submitted before accommodations will be afforded to the individual requesting services. The types of accommodations vary greatly, and are provided based on documented and expressed needs. The University also provides on-campus housing accommodations for students with physical disabilities.

If a student finds that a classroom is physically inaccessible, he/she should report this to the Coordinator for Access and Ability Services or the academic dean of his/her college. Any informal or formal grievance should be filed with the Office of Access & Ability Services. Grievance towards the Office of Access & Ability Services must be filed with the Dean of Students. The procedure for doing so is outlined in print and electronically. For more information, contact the Coordinator in the Office of Access & Ability Services at: 573-681-5162, email: [aasstudent@lincolnu.edu](mailto:aasstudent@lincolnu.edu).

## **Notice of Non-Discrimination**

Students are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to its programs

and activities. Questions that may arise in regard to the University's compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act should be directed to the Coordinator for Access & Ability Services, Lincoln University, Jefferson City, Missouri 65102-0029.

## **Scruggs University Center**

The Clifford G. Scruggs University Center (SUC) is the campus community center and contains facilities that promote the social, educational, recreational and cultural life of the campus. It also provides services for community groups and activities.

The SUC is equipped with a 3-wing, multi-purpose ballroom that is available for dances, receptions, vendor fairs, concerts, theatrical performances, conferences, seminars and various ceremonies. It houses the President's conference room, four private meeting rooms, the Grand ballroom, and two reception rooms. The facility also houses the campus dining, a student lounge, quick dining options, and the information center. On the lowest level there is a recreation room with a billiard table, ping-pong tables, arcade-style basketball, a patio and an eight-lane bowling center. The game room has big screen televisions and the latest video games.

The SUC is home to the administrative offices for Auxiliary Services, LU Dining Services & Catering, Student Activities, the Student Government Association, and the Campus Activity Board. Office space for registered student organizations is located within the Student Activities suite.

## **Lincoln University Bookstore**

Textbooks and course materials are available online through the Lincoln University vending partner and can be ordered through the weblink provided on the University website (<https://www.lincolnu.edu/web/academics/student-support>) and through the Learning Management System. Students designate the address where their course materials and textbooks should be sent. Procedures for returns and refunds and for textbook buyback are available on the Lincoln University bookstore page.

## **Textbook Policies**

- Return and refund policies vary by items ordered. Go to the bookstore Help Center for more information and instructions
- Guaranteed Buyback – the bookstore vendor allows you to sell back your textbook for cash under certain conditions. Go to the Help Center for more information
- Rental books – a great option for students who only want their books for a certain period of time. Rental books must be returned at the end of term. Go to the Help Center for information on what you can and can't do with a rented textbook and how to return after use.

## **Lincoln University Police Department**

The Lincoln University Police Department coordinates a campus-wide program to insure the safety and welfare of the faculty, staff and students at the University, to protect the physical property of the University, and to regulate the orderly movement of vehicles on the streets and the parking of these vehicles in parking lots on campus. In addition, the unit works cooperatively with other law enforcement agencies in the community to investigate violations of campus regulations and policies and state laws. The department provides for security and law enforcement on campus.

## **Parking and Traffic Regulations**

All students using the parking facilities of the University must register their motor vehicles with the Lincoln University Police Department. Registration must be made each academic year at the time of enrollment or within one day of bringing a vehicle on campus. A fee is charged for a parking permit. Parking permits are available in the Cashier's Office. To obtain a permit, the vehicle must have a valid license plate. Proof of insurance must also be provided.

Registration of the vehicle gives the student the right to park in designated areas but a parking space is not guaranteed. Violations of parking and traffic rules will result in a ticketed fine. Unpaid fines will result in restrictions to course registration and receipt of transcripts. For additional information, refer to Lincoln University Traffic and Parking Regulations.

## **Student ID Card**

A student is issued one free permanent identification card during the first registration period. This card is valid for four years. The ID card provides for identification of a Lincoln University student and admission to designated University functions. The card must be presented upon request by any University official or staff employee. Lost ID cards may be replaced at the Auxiliary Services Office in room 115 Young Hall upon receipt of payment for a duplicate ID card.

## **International Student Services Office**

The International Student Services Office assists the international student in his/her adjustment to American life and with any problems he/she may face as a result of living in a foreign country. The international student should not plan on gainful employment other than through campus employment that may be available.

An international student seeking permission to accept off-campus employment will be expected to demonstrate that his/her financial circumstances have changed from the time the student visa was granted. Spouses and other dependents of international students on F1 visas are prohibited by law from undertaking any kind of gainful employment at any time, either on or off campus, while they are in the United States as such dependents.

Each student is responsible for the renewal of the I-94 form. If the I-94 has been lost or mutilated, the student must submit an I-102 and a filing fee to the U.S. Immigration Office. The International Student Affairs Office recommends that all international students live in the Lincoln University residence halls due to occasional unexpected delays in the receipt of funds from their home countries. The Office of the Registrar reports changes in an international student's enrollment status to the U.S. Immigration Office.

## **Study Abroad**

Lincoln University students have access to over 90 international study abroad programs that offer courses for most majors and can be completed in conjunction with any degree. Lincoln University encourages student participation in study abroad opportunities. Assistance in identifying an appropriate experience and in completing the necessary paperwork is available through the Dr. Jabulani Beza International Student Center..

## **Student Government Association**

The Student Government Association (SGA), to which all undergraduate students belong, is the major undergraduate governmental body. It is funded, in part, by the student activity fee. The SGA hears appeals for financial assistance for organizations to attend workshops/conferences, acts as a liaison between the University and the students, and promotes educational and social programs for students. The SGA president and one representative of each class serve on the Lincoln University Senate, the academic governing body.

The SGA Campus Activity Board (CAB) is the official programming arm for student activities. Students are given an opportunity to apply for membership to the CAB in the spring. The mission of the CAB is to provide programs that challenge, inform, motivate and entertain Lincoln University students and the community. CAB's major responsibilities include planning Homecoming Week and SpringFest activities while providing other activities throughout the year. In addition, the CAB publishes a calendar of events each semester.

## **Athletics**

Lincoln University is a member of the Mid-America Intercollegiate Athletic Association (MIAA). In addition to the MIAA affiliation, Lincoln University is a competing member of the National Collegiate Athletic Association Division II.

Lincoln University offers 10 varsity programs. The varsity programs sponsored for men include football, basketball, track & field, and golf. The varsity programs offered for women include basketball, softball, track & field, tennis, golf and cross country.

## **Publications**

Student publications at Lincoln University include *The Clarion*, the student newspaper, and *Arts and Letters*, the campus art and literature journal, both published under the direction of the Department of Humanities and Communication.

## **KJLU Radio**

Lincoln University operates KJLU-FM, a 29,500 watt public radio station. KJLU welcomes and encourages student and community participation and offers unique and challenging opportunities as well as the practical experience necessary to enter the field of radio broadcasting.

## **Music Groups/Organizations**

There are a variety of musical ensembles available to students at Lincoln University. The Marching Musical Storm, the Lincoln University Marching Band, performs at half times and parades during the fall semester. The Lincoln University Vocal Ensemble performs at numerous occasions and spends a week each spring on tour. The Concert Band, Percussion Ensemble, Concert Choir, and Jazz Ensemble each give additional opportunities for musicians to perform.

## **Student Organizations**

Students are encouraged to affiliate with one or more of the many student organizations. Membership is based upon the interests of the individual and the requirements of the particular organization, as well as a student's ability to meet University criteria. Greek-letter sororities and fraternities are governed by the Pan- Hellenic Council and have guidelines enforced by the Council and the University.

All student organizations must register on-campus activities at least two (2) weeks prior to the planned time of the event. Registration forms may be obtained at the Office of Student Life. The organization is responsible for completing the appropriate forms and obtaining the advisor's signature. There must be at least two advisors who will remain in attendance throughout the entire event. All student organization events require final approval from the Director of Student Activities.

Academic departments offer students a variety of organizations on both the regional and national level, including:

Collegiate DECA

Phi Beta Lambda (Business)

Delta Mu Delta (International Business Honor)

National Association for the Education of Young Children (Education, national)

Early Childhood Student Association (Education, campus)

Lincoln University Agriculture Club (local)

Minorities in Agriculture Natural Resources and Related Sciences (Agriculture, national)

Sigma Tau Delta (international English honor)

Phi Alpha Theta (history honor)

Beta Beta Beta (biological sciences honor)

Pi Sigma Alpha (political science honor)

Kappa Kappa Psi (honorary band fraternity)

Lambda Alpha Epsilon (Criminal Justice Association, national)

Student Nurses Association; and Pre-Law Club (local)

Social organizations such as the Baptist Student Union (BSU) offer membership to all students, creating an instant extended family.

The academic organizations, social clubs, fraternities and sororities provide opportunities to build lasting friendships and meet other students in different parts of the country when attending conferences. They also encourage achievement, superior scholarship, and leadership.

Organizations such as the ROTC Rangers, offer opportunities for professional development and to compete at state, regional, national and international levels.

# EDUCATIONAL RESOURCE CENTERS

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## INMAN E. PAGE LIBRARY

Inman E. Page Library serves as the primary educational resource center of Lincoln University, supporting the curricular and research needs of the institution through the development of pertinent library collections and the provision of services designed to facilitate access to information. The 80,000 square foot facility has a seating capacity of approximately 450, contains over 270,000 volumes, 66 paper periodical titles and 190 serial microform titles. The library has been designed to accommodate computers and laptops (including wireless), fiber optics, and Internet access. The Library has desktop computers for student use. Private and group study rooms are available for student, faculty and staff use. Two computer classrooms are available for faculty, staff, students and community patrons based upon availability. Priority will be given to academic requests. Photocopying equipment is available.

Almost all the functions of the library are fully automated through the online catalog. The system is also accessible from any personal computer with Internet access.

Lincoln University Page Library is a member of the MOBIUS Consortium which links the academic libraries in the state of Missouri (over 50 colleges, universities and some public libraries are members). MOBIUS is a common library platform which creates a virtual collection of approximately 14 million items and gives members access to direct borrowing between member institutions, allowing Lincoln University access to those 14 million items available. The library provides an interlibrary loan service for sources not available in Page Library.

The library is a member of the American Library Association, Lyasis, Amigos, and a full member of Online Computer Library Center (OCLC), which provides access to approximately 45 million catalog records. Page library subscribes to numerous journal databases and ebook collections through the EBSCOhost platform. It also serves as a partial depository of material published by the United States Government.

Tours and classes can be arranged to cover areas from general orientation to the library through customized information literacy research classes in specific fields of study. For more information, please call (573) 681-5504 or visit [www.lincolnu.edu](http://www.lincolnu.edu) or <http://222.facebook.com/pagelibrary>

The library is open to the public 93 hours per week during the regular academic semester. The regular hours are:

Monday through Thursday 7:30 a.m.-Midnight

Friday 8:00 a.m.-5:00 p.m.

Saturday 11 a.m.-8:00 p.m.

Sunday 3:00 p.m.-Midnight

For more information:

<http://www.lincolnu.edu/web/library/library>

T: (573) 681-5504

## **University Archives and Lloyd L. Gaines Ethnic Studies Center**

The University Archives and Lloyd Gaines Ethnic Studies Center is located on the third floor of Page Library. It serves as the official repository for the historical records and documents of the University. The University Archives strives to preserve Lincoln's history while providing access to the materials for users throughout the institution and in the community. The Lincoln Collection is the largest collection in the Archives. It contains photos, clippings, documents and manuscripts about the history of Lincoln University. These are for library use only. The Archives also has a presence on the web through the Digital Archives. Documents on Lincoln's history are scanned and placed on the web.

To access these documents, go to the address <http://www.lincolnu.edu/web/library/archives> and click on the Digital Archives link.

In addition, the University Archives promotes cultural awareness through supporting and sponsoring workshops and displaying archival artifacts and art. The Archives also houses a collection of rare, old books about different cultures. All items housed in the Archives or which have the label ARCH for Archives are for library use only and are fragile, requiring special care when handling.

Outside the Archives is the A.P. Marshall African American Studies Collection. The Archives staff works to maintain and add to this collection of books by and about African-Americans and persons of other cultures. These books may be checked out. For more information, please call (573) 681-5514.

## **Elizabeth Briscoe Wilson Technology Center**

The Elizabeth Briscoe Wilson Technology Center (EBW Technology Center) provides a variety of services. These services include access to a varied collection of media, equipment, media production and instruction and multimedia rooms. The EBW Technology Center is located on the ground floor of Page Library and serves the University as an academic support unit. There are a variety of materials, including hardware and software, which are maintained by the center. Available audiovisual materials include video, DVDs and multimedia kits. These items are searchable via through the library's online catalog.

The EBW Technology Center also provides basic technology services and expertise or specialty driven services, such as graphic and video production or dubbing, hands-on technology guidance and instruction, study, viewing rooms, equipment assistance, search aid, and other common technology and library services. The basic services are available for the full operational [hours of the library](#) during all semesters. Specialized Services requiring expertise, such as video editing, graphics and publication editing/creation, or technology workshops may be limited by varying office hours and skilled personnel and are usually best made available via appointment. Call (573) 681-5260 or visit Inman E. Page Library or its website.

## **Online Services supported by the EBW Technology Center and Reference**

Inman E. Page Library has an online presence that includes several valuable resources for faculty, staff, students and community. These resources may all be accessed via the website or by visiting the following links:

Twitter: @TeamPage at <https://twitter.com/teampage>

Facebook: <https://www.facebook.com/pagelibrary>

Libguides: <http://libguides.lincolnu.edu/>



## **Blue Tiger Commons**

*Blue Tiger Commons* is an institutional repository service of Inman E. Page Library. It preserves, disseminates and showcases the history, growth, and development of Lincoln University. *Blue Tiger Commons* capture, store, index, and provide long term access to all scholarship and research produced by the Lincoln University community, including monographs, peer-reviewed journals, teaching and learning resources, grant funded research & reports, theses, working papers, artwork, conferences, etc. The repository can also house relevant documents created by administrative offices, departments, and programs at the Lincoln University. The content in the *Blue Tiger Commons* is discoverable by Google, Google Scholar, and other search engines, which makes it easy to share and collaborate with anyone through Internet. Visit *Blue Tiger Commons* website at <http://bluetigercommons.lincolnu.edu>.

## **Center for Academic Advising**

The Center is staffed by personnel who are members of the NACADA, The Global Community for Academic Advising, which recognizes that effective academic advising is the core of student success. As such the staff leads advising at Lincoln University by ensuring effective training of faculty advisors and mentors with the goal of student retention, graduation, and career-readiness.

## **Center for Academic Support**

The center provides free academic support for currently enrolled Lincoln University students. The CAS staff includes specialists with degrees in mathematics, science and English and interdisciplinary studies. Students may schedule appointments for individual help and are invited to participate in group discussions and exam reviews. Assistance with mathematics coursework ranges from Basic Mathematics through Calculus I; students may also ask for assistance with mathematics aspects of non-math courses (math across the curriculum). While tied most closely with the English composition courses, writing assistance is available for any Lincoln University writing assignment (writing across the curriculum). Learning Specialists and Peer tutors/mentors provide a supportive learning environment for students.

Supplemental Instruction (SI), a non-remedial, institution-wide academic assistance program attached to selected, difficult courses, is also coordinated through the CAS. Trained peer facilitators lead outside-of-class study sessions designed to help students in high-risk courses understand and process the materials covered in classes. Research indicates that participants generally earn higher mean final course grades than non-participants and are more likely to remain in school.

## **Computer Laboratories**

Academic computer labs are located in various locations across the campus including Martin Luther King (MLK) Hall, Stamper Hall and Founders Hall. Labs are open to all Lincoln University faculty, staff and students and provide a quiet environment. Lab facilities are also available in Page Library.

Lab hours and installed software vary by lab location. For information regarding disability information related to lab facilities, please contact the Coordinator for Access and Ability Services.

All computer users at Lincoln University are required to follow acceptable use guidelines when using University equipment and resources. Individuals who violate

these guidelines may be denied further access. Acceptable use policy guidelines are available on the Information Technology Services (ITS) webpage.

## **Center for Career Services**

The Center assists students to prepare for the world of work. Students can be assisted with career and interests assessments, resume development, internship searches and interview preparation. Workshops, seminars, and forums with employer contacts are held throughout the semester to assist students in obtaining internships, cooperative education experiences and part-time and fulltime employment.

## **Division of Educational Innovation and Extended Studies**

The Division facilitates the design, delivery, and ongoing improvements of high-quality student learning experiences. Whether the course is for traditional in-seat, online or hybrid, the focus is to provide best practice instructional design services to create student-centered learning. Located in rooms 18, 19, and 20 of Martin L. King Hall. Faculty and staff have access to just-in-time training or long range professional growth planning. Providing professional development opportunities that range from instructional design to classroom management. The learning management system (LMS) administrator provides regular updates to the system and provides LMS support for both faculty and students. In addition, staff provide Quality Matters professional development for faculty and coordinates QM reviews for online and hybrid courses. Technology training or help with online portions of any class experience is available to students. For more information, please call 573-681-5777 or visit <https://www.lincolnu.edu/web/ctl/home-ctl>

## **Male Initiative/Infantry Scholars Program**

The Infantry Scholars Program (ISP) seeks to increase male retention and graduation rates at Lincoln University. At its core, the goal is to produce skilled and knowledgeable male citizens who understand the importance of communal responsibility and contribute positively to their own and society's economic and social well-being. The program specifically supports male students from their freshman year through graduation by participation in activities that focus on academic preparation, civic engagement, student self-confidence, and brotherhood. The mission of the Infantry Scholars Program (ISP) is to provide its members with the necessary tools and resources to excel academically and socially as well as to hone the legacy of the members of the 62<sup>nd</sup> and 65<sup>th</sup> U.S. Colored Infantry troops through scholarship and service. Ultimately, this initiative aims to develop leaders that will be able to compete globally, give back to their communities, and create a positive image of men.

## **Women's Resource Center**

The Women's Resource Center is an initiative which provides programming and services that support and empower female students in their educational and personal pursuits. The mission of the WRC is to equip women with the tools to navigate life successfully through their involvement in an inclusive community which helps them cultivate relationships in an atmosphere of inspiration, support, and acceptance.

# ACADEMIC POLICIES AND PROCEDURES

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An important aspect of being a college student is understanding academic terminology. All academic degrees are based on credit hours earned. A baccalaureate degree is typically 120-124 credit hours of course work; a masters or specialist degree approximately 45 credit hours; and a doctorate degree approximately 45 credit hours. Listed below are common academic terms relating to the baccalaureate degree.

## Semester Credit Hour

Students are awarded credit for coursework based on the Carnegie unit, a system measuring educational credit based on the number of classroom or direct faculty instruction and out-of-class student work per week during a semester term. The semester credit hour is defined as one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one hour of credit. Two or three hours of laboratory work are equivalent to one fifty-minute lecture period. Courses offered in alternative formats (i.e., four- or eight-week sessions, intersession) must meet for a time period that equates to the fifty-minute period times fifteen weeks (for a total of 750 minutes per credit hour offered). Example: A three-hour, four-week summer course that meets for four days each week must meet for 150 minutes each day.

## Courses Numbering System

Courses numbered 100-299 are lower division courses.

Courses 100-199: primarily for freshmen.

Courses 200-299: primarily for sophomores.

Courses numbered 300-499 are upper division courses.

Courses 300-399: primarily for juniors and seniors.

Courses 400-499: primarily for seniors.

## Student Classifications

**Freshman:** A student who has met the entrance requirements, enrolled in regular college work and earned fewer than 30 semester credit hours.

**Sophomore:** A student with 30 to 59 semester credit hours.

**Junior:** A student with 60 to 89 semester credit hours.

**Senior:** A student with at least 90 semester credit hours who has not been admitted to the graduate program.

Students will be reclassified each semester in accordance with the requirements stated above.

## Student Course Load

Classification	Fall and Spring Semesters	Summer Session
Part-time	1-11 semester hours	1-5 semester hours
Full-time	12-18 semester hours	6-9 semester hours
Overload	over 18 semester hours	over 9 semester hours

## Academic Overload

Students wishing to carry an academic overload must meet the specified cumulative grade point average guidelines and receive appropriate administrative approvals.

### Fall and Spring Semesters

19-21 semester hours	GPA 3.00, and advisor's approval in writing.
Above 21 semester hours	GPA 3.00, and advisor's and college dean's approval in writing.

### Summer Session

10-12 semester hours	GPA 3.00, and advisor's approval in writing.
13-16 semester hours	GPA 3.50, and advisor's and college dean's approval in writing.

## Grading System

### Grades

"A"	work of exceptionally high quality
"B"	work of superior quality but somewhat lower than "A"
"C"	work of medium or average quality
"D"	work of an inferior quality
"F"	failing work
"S"	work of satisfactory quality
"U"	work of unsatisfactory quality
"I"	indicates a student has maintained an average of "D" or better but has not completed a small but essential part of the regular coursework
"X"	indicates a student was absent from the final examination with the prior approval of the instructor or the dean of the college in which the course was taken
"W"	indicates a student has officially dropped after the last day to register and/or add courses in any given term or semester and if a student withdraws from all courses in which the student was originally enrolled
"H"	indicates a student has been a "hearer" (auditor) in a course

**Note:** All grades are final except "I" and "X."

### Grade Points

"A"	4 grade points per semester hour
"B"	3 grade points per semester hour
"C"	2 grade points per semester hour
"D"	1 grade point per semester hour
"F"	0 grade points per semester hour
"S"	0 grade points per semester hour
"U"	0 grade points per semester hour
"W"	0 grade points per semester hour

## **Grade Point Average (GPA)**

Grade point average is the average number of grade points earned per credit hours attempted. In the cumulative GPA calculation, if a course is repeated, then only the highest grade earned is included in the total grade points calculation, and the credit hours are counted only once in the total credit hours attempted.

Activity physical education grades are included in grade point average calculations. Credit-by-examination (departmental and/or CLEP) and cooperative education credits are not calculated into the GPA. Transfer credit is not included in the GPA calculation except for purposes of granting honors and graduation honors. Courses in which a "I," "X," "H," "S," "U," or "W" are received are not included in computing the GPA.

## **Repeated Courses**

A student may repeat for a higher grade any course in which a "D" or "F" was earned. Only the highest grade earned will count in the GPA if the previous grade is a "D" or "F." A course in which a "B" or "C" is earned may not be retaken in order to achieve a higher grade. If a course is repeated, all grades obtained in that course remain on the student's transcript.

## **Grade Reports**

Grades are reported twice each semester: after the first eight weeks (mid-term) and at the end of a semester. Mid-term grades are not recorded on a student's permanent record. Though a deficiency grade of "D" may be reported at mid-term for pre-college- level courses, final grades for those courses are only "A," "B," "C," and "F."

Final grades are reported at the end of each semester and are recorded on a student's permanent record.

## **Grade Re-evaluation**

A student who has reasons that can be substantiated may request a grade correction according to the following procedure:

1. The student must first meet with the instructor (or department head, if the instructor is no longer employed) and request a re-evaluation of her/his performance in class
2. The instructor, upon receipt of the student's request, will review her/his records. If the instructor determines that the request is valid and substantiated and that a change of grade is justified, the instructor will fill out a change-of-grade form and submit it to the department head for action
3. The department head will forward the form to the dean
4. The dean will forward the form to the vice president for Academic Affairs
5. The vice president for Academic Affairs will forward the form to the Office of the Registrar for final action

If the instructor determines that the request for a change of grade is not justified, the student may appeal. To do so, the student must obtain a "Student Academic Complaint Policy and Procedure" form from the Office of Academic Affairs. The form specifies the action to be taken and the time line for doing so.

## **Assignment of "I" and "X" Grades**

A grade of "I" (Incomplete) may be assigned when, due to unusual circumstances, a student who has maintained an average of "D" or better is unable to complete a small, but significant, part of the coursework. In order to receive an "I", the student must contact

the instructor **prior to** the end of the semester and request an “I”, providing sound reason as to the necessity. At this time, a form is filled out indicating what the student must do to complete the course and how the completed work will be figured into the final grade. The form is signed by the student, instructor, and department head, and is kept on file in the departmental office.

A grade of “X” may be assigned when, through unusual circumstances, a student must miss the final exam of a course. It is the student’s responsibility to contact the instructor **prior to** the examination, provide sound reason for missing the final, and request the grade of “X”. The instructor must fill out a form and attach the final exam to it. This is kept on file in the departmental office.

## **Incomplete Coursework**

If a student receives a grade of “I” or “X”, the course must be completed and the instructor must submit the final grade to the Office of the Registrar. This must occur either (1) within the first four weeks of the student’s next fall or spring semester of enrollment, or (2) within one calendar year from the end of the semester or summer session in which the “I” or “X” was received if the student does not re-enroll the next semester. Once an “I” or “X” grade has been submitted, it cannot be changed until the following semester.

Failure to meet the four-week or one-year deadline will automatically cause the incomplete to change to an “F”. Any extension of the time limit must be approved by the dean of the college in which the course was taken. An incomplete grade that has been converted to an “F” may be reconverted to an “I” only with the approval of the appropriate dean.

## **Honors**

The Dean's List is compiled at the close of each semester. It includes all full-time students earning a grade point average of 3.00 or above, excluding grades in those courses which do not carry credit toward graduation. A student who receives a grade of "I" or "X" will not be considered for the Dean's List for that term.

Graduation with honors falls into three categories:

- ☐ Cum Laude is awarded for a cumulative GPA of 3.2 to 3.59
- ☐ Magna Cum Laude is awarded for a cumulative GPA of 3.6 to 3.79
- ☐ Summa Cum Laude is awarded for a cumulative GPA of 3.8 to 4.0

To be eligible to graduate with honors, a student must complete at least 60 hours in residence at Lincoln University.

All academic coursework from other colleges and universities accepted for transfer credit toward a degree at Lincoln University shall be included in the computation of the student's official grade point average for the purpose of granting convocation and graduation honors. Those courses that do not carry credit toward graduation at the institution where they were taken shall not count toward academic honors at Lincoln University.

## **Placement Criteria**

In an effort to meet the academic needs of a diverse student population and enable students to be successful, Lincoln University uses a student’s English ACT score and a Mathematics ACT score to determine a student’s readiness for college level courses. To

assist in the process, students are required to submit ACT scores to the University as a condition of admittance.

Students who have not taken a college-level English or Composition course prior to enrolling at Lincoln University are placed into the appropriate English course based on their score on the English section of the ACT..

Students who have not taken a college-level Mathematics course are placed into the appropriate mathematics class based on their score on the Mathematics section of the ACT.

Additional guidelines for placement in English and Math courses include the following:

- ☐ Transfer students who have not taken a college-level English or Mathematics courses must submit an ACT/SAT score for placement in English and Mathematics.
- ☐ Visiting students who wish to enroll in English and/or Math courses are not required to submit ACT scores or take placement tests.
- ☐ International students without ACT/SAT scores must make an appointment with the English and Mathematics Departments to take the placement exams for International Students prior to the beginning of the semester.

## **Office of the Registrar**

The Office of the Registrar is the custodian of students' academic records and upholds the laws governing the Family Educational Rights and Privacy Act (FERPA). The Office of the Registrar offers a broad range of services to support student success at Lincoln University including enrollment verification, third party release, degree verification, honors calculations, publishing course schedules, and verifying and posting grades and transfer courses. The Office of the Registrar is also responsible for assisting students with the following services and procedures: registration, advanced registration, change of major program, change of schedule, withdrawal from the University, withdrawal for military duties, summary check of degree requirements, filing for a degree, and request for transcripts.

## **Registration for Course Work**

### **Regular Registration**

Students who have less than 45 credit hours must register for classes with an academic advisor during a designated registration period. When a student has completed 45 credit hours, he/she may continue to register with an academic advisor or register online through WebAdvisor. Restrictions must be lifted from a student's file before he/she is eligible to register for classes. A student who registers during the late registration period will be assessed a \$75.00 fee. Additional registration regulations are published in the Schedule of Courses.

### **Advanced Registration**

Several weeks before the close of each semester, a period will be set aside for currently enrolled students to register for the next semester. Students eligible to participate in Advanced Registration must be currently enrolled, and have no outstanding balance with the University. Detailed instructions are published prior to the Advanced Registration period.

## Change of Major Program

When a student realizes s/he has other career interests and needs to change her/his academic program to prepare for it, the student must complete all of the following steps for a change of major program:

1. Obtain "Change of Program Form" from the Office of the Registrar or from the major area department office
2. Obtain the current advisor's signature
3. From the new major's department office, obtain the signature and name of the new advisor
4. Return the form to the Office of the Registrar for processing

## Change of Schedule (Drop/Add Courses)

Any change of schedule, whether adding a course, dropping a course or changing a course section, must be made within the period stipulated in the academic calendar. Students with more than 45 hours can add class(es) through WebAdvisor until the last day to register for classes; students with less than 45 hours may add classes with an advisor. Students may drop classes, either through WebAdvisor or with an advisor, through the last day to drop class(es). Students should refer to dates as indicated in the academic calendar. **No student can drop ALL their courses in WebAdvisor. This must be done through the Office of the Registrar.**

## Withdrawal from the University

A student may withdraw from the University at any time prior to the last day to withdraw, which is indicated in the academic calendar. This action is not official until filed with the Office of the Registrar. All requests for withdrawal must be submitted in writing to the Office of the Registrar. Failure to withdraw properly will result in an automatic "F" grade in the courses affected (see Academic Calendar for dates). If students have active restrictions on their account, they must see the Office of the Registrar to withdraw.

## Withdrawal for Military Duty

A person who, in a special situation, is called to active duty in any branch of the military services of the United States while enrolled as a student of Lincoln University will be released from his/her academic responsibilities without penalty. The following options are available:

1. A student called to active duty may request to withdraw from all classes and receive a full refund of incidental fees/tuition paid for class enrollment. The refund of fees paid for residential living (room and board) will be prorated.

**Note:** The student must initiate the withdrawal process in the Office of the Registrar and/or the Office of Veterans and Military Affairs by presenting his/her official military orders in order to qualify for refunds of tuition and fees.

2. A student called to active duty who has completed at least 85 percent of the time designated for a course may initiate a request, through the instructor of record, that he/she be permitted either to receive an "I" grade in the course or to take an early final examination and receive a final grade.

**Note:** This transaction should be properly notated (to include signatures of both the student and instructor, if at all possible) with a copy of the agreement placed on file in the following offices: Office of the Registrar, Department Head, College Dean, and Vice President for Academic Affairs.



No modifications in any of the policy options will be permitted. Once a student notifies the designated University representative of his/her decision, the action selected will be considered final.

**Note:** Any property, i.e., equipment, instruments, books, belonging to the University that the student has in his/her possession should be returned to the lending source prior to separation.

The approved "I" grade(s) received by a student called to active military duty before the official close of the academic semester shall be maintained as a part of her/his academic record until such time as he/she re-enrolls in school. Upon re-enrollment, the student shall be given up to two (2) full semesters to satisfy the requirements of the course(s) that were left unmet at the time of his/her departure from the University.

## **Date of *Bulletin* for Satisfying Undergraduate Degree Requirements**

The *Lincoln University Undergraduate Bulletin* contains the academic regulations and degree requirements of the University. A student may choose to satisfy these requirements for graduation from any one *Bulletin* issued in the eight years prior to the awarding of a bachelor's degree or the three years prior to the awarding of an associate degree, provided that he/she was enrolled during the academic year for which that *Bulletin* was issued.

## **Summary Check of Degree Requirements**

The student is responsible for consulting periodically throughout his/her academic career with a departmental advisor to verify that he/she is meeting both general education and degree requirements. After completing at least 70 credit hours for a baccalaureate degree or 45 hours for an associate degree, the student must request a general education check will be completed by the Registrar.

## **Filing for a Degree**

A student should file for graduation with the Office of the Registrar no later than the start of the semester in which he/she will graduate. A student **must** file on or before the last day to file for degrees for the semester in which the degree is to be received, in accordance with the deadline date listed in the Academic Calendar.

Graduate students must file for graduation through the Office of Graduate Studies.

## **Graduation**

Formal announcement of graduation is made and degrees are conferred in formal commencement ceremonies at the close of the spring semester. All students completing graduation requirements are encouraged to participate in the commencement ceremony. Students must satisfy all academic and financial requirements to be eligible to participate in commencement ceremonies.

## **Participation in Commencement Exercises**

Only students who have fulfilled all requirements for graduation will be allowed to participate in a commencement ceremony. A special dispensation has been approved by the Board of Curators to allow students who have less than seven (7) remaining credits hours toward graduation to participate in the commencement ceremony provided they meet the all the requirements of this special program.

## Requests for Transcripts

A student may request his/her transcript at any time by completing a Request for Transcript form available in the Office of the Registrar or at [www.lincolnu.edu/web/records-office/transcripts](http://www.lincolnu.edu/web/records-office/transcripts). The release of a student's transcript requires the student's signature and the absence of any debt to the University. A student should allow three full business days for a transcript request to be processed.

A transcript may also be requested by a **mailed or faxed** letter that includes the following:

- ☐ Full name under which the student was last enrolled and any other names previously used by the student
- ☐ Current address and phone number
- ☐ Identifying information such as birth date, student ID number, degrees earned and dates, etc.
- ☐ Name and address of the transcript recipient
- ☐ A check or money order payable to Lincoln University.

The transcript request should be **mailed** to:

Office of the Registrar  
Lincoln University  
820 Chestnut Street  
B4 Young Hall  
Jefferson City, MO 65102-0029

The transcript request should be **faxed** to (573) 681-5013. The faxed transcript request form must include the receipt number and the amount paid.

Payment for a transcript may be made in person or by calling the Cashier's Office at Lincoln University, Rm. 105 Young Hall, (573) 681-5054 or (573) 681-5055.

The Office of the Registrar does not email or fax transcripts. To protect student privacy, requests from anyone other than the student will not be accepted. A transcript will neither be released nor delivered to anyone not designated in writing by the student.

## Auditing Courses

A student may register to audit any course upon written approval of the instructor. Although an auditing student is not responsible for assignments or examinations, the student is expected to maintain regular attendance in the course.

The transcript will carry a grade of "H" ("Hearer") and no credit is received for auditing a course. A student may not change from "audit" to "credit" after the last day to enroll in courses for credit. A student may change from "credit" to "audit" before the last day for dropping courses.

Students are financially liable for any course(s) they audit, and financial aid cannot be awarded to cover the expenses of the audited course(s).

## Academic Policies

### Class Attendance Policy

Research confirms that class attendance is an essential part of the educational experience and a requirement for an adequate evaluation of academic progress. Students are expected to attend all lectures, seminars, laboratories, and field work for each registered class and to complete all work assigned by the instructor.

Due to the relationship between class attendance and final course grades, total absences ideally should not exceed twice the number of times a class meets per week. Examples:

Courses meeting three times/week: maximum of six absences acceptable.

Courses meeting one time/week: maximum of two absences acceptable.

The maximum acceptable number of absences in other class formats, i.e., eight- week, four-week summer session, and intersession, should be pro-rated according to the formula above.

If a student exceeds the maximum number of acceptable absences for a course, the course instructor **may choose to lower the student's grade by one letter or administratively withdraw the student from the course.** The attendance policy must be clearly stated in the syllabus at the beginning of the course. Attendance policies of individual instructors may vary from the guidelines above provided this policy is clearly stated in the syllabus at the beginning of the course.

In addition, course instructors will determine the following and will post it in all syllabi:

- ☐ Consequences for coming late and leaving class early
- ☐ Make-up policies for course work, quizzes, and exams

### **University-Approved Absences**

Excused absences for university-related activities may be issued only by the president, the vice president for Academic Affairs, or the Dean of Student Affairs. Notification for excused absences will specify student names, the event, and the time covered by the excused absence.

### **Conduct**

A student is held fully responsible for any breach of generally recognized rules of good conduct. Any student whose character or conduct is deemed harmful to the best interests of the University is subject to dismissal at any time from any course, or from the University, irrespective of academic record.

### **Academic Dishonesty/Cheating**

The most common forms of academic dishonesty are cheating and plagiarism. Cheating is defined as unauthorized use of any materials, aids, information of assistance in doing any work required as part of a course. Plagiarism is the attempt to pass off another person's work as one's own by failing to give credit to the original source of ideas or words. Students who are found to be guilty of academic dishonesty are subject to the policies and procedures as outlined below.

#### **Policy**

- Any student guilty of cheating will be reported in writing to the department head and the dean of the college or school of the course involved and to the department head and the dean of the college or school in the student's major.
- Any student found guilty of cheating may receive, at the discretion of the instructor, a failing grade in the course.
- Disciplinary action for cheating may include suspension for one or more semesters, exclusion from selected programs of study, or permanent expulsion from the University.

Procedures for implementing Policies 1 and 3 (when action is recommended) shall be the responsibility of the academic unit in which the violation occurred. All students accused of cheating have the right of appeal through normal channels – the instructor, department head, and dean. In the case of the Schools of Business, Education and Nursing, the appeal shall go from the instructor to the dean.

## Academic Status Policies

### Good Academic Standing

A student enrolled in Lincoln University who has a cumulative grade point average of at least 2.00 is considered to be in **good academic standing**.

### Dean's List

The Dean's List is compiled at the close of each semester. It includes all full-time students earning a grade point average of 3.00 or above, excluding grades in those courses which do not carry credit toward graduation. A student who receives a grade of "I" or "X" will not be considered for the Dean's List for that term.

### Academic Probation

A student whose cumulative GPA falls below a 2.00 at the end of a semester will be placed on **academic probation**.

Students on academic probation are limited to enrolling in no more than 13 credit hours. The student must either raise his/her cumulative GPA to at least a 2.00 by the end of the probationary semester, or earn at least a semester GPA of 2.50 while they are on academic probation. A student who earns at least a semester GPA of 2.50 GPA, but whose cumulative GPA remains below 2.00 will remain on academic probation.

### Academic Suspension

Students on academic probation who fail to raise their cumulative GPA to at least a 2.0 by the end of the probationary semester or earn at least a semester GPA of 2.50 while on academic probation will be academically **suspended from the University**.

Upon being academically suspended for the first time, a student is restricted from enrolling at Lincoln University for a period of one semester (fall or spring). When a student returns to Lincoln after the first suspension period, he/she would return on academic probation. As such, the student is limited to enrolling in no more than 13 credit hours and must earn a semester GPA of 2.50 in the semester in which he/she returns. Should the student fail to earn a semester GPA of 2.50 **or** fail to raise his/her cumulative GPA to at least a 2.00, the student will incur a second academic suspension from the university and will be **dismissed** from the university. Students are restricted from enrolling at Lincoln University for a minimum period of three (3) years from the date of dismissal before they may apply for re-admission.

### Appeals

A student may appeal an action of first suspension by written request to the Academic Routine Committee. The student may request that consideration be given to permit his/her return under one of the following conditions:

- The student presents definitive documentation to show that some unique situation occurred which may have made academic failure in the most recent semester likely.
- The student presents definitive documentation to show that significant and

continuous academic progress has been made in each semester of academic vulnerability.

The student must send his/her appeal (including supporting materials) for reinstatement to the chair of the Academic Routine Committee.

### **Summer Courses**

Courses taken during the summer session will be treated in the same manner as those taken during the fall and spring semesters. Students may be added to or removed from **academic probation/suspension** for one semester or dismissed depending upon their cumulative GPA.

## **Obtaining Alternative College Credit**

Lincoln University shall offer to its students various means of obtaining course credit other than through the traditional classroom/semester format. These means shall include departmental credit-by-exam, the College Level Examination Program (CLEP), the Cooperative Education Program (CEP), the Advanced Placement Program (AP courses for high school students), International Baccalaureate (IB), dual credit courses for high school students, experiential learning, advanced placement/credit in foreign languages, conference courses and the Mid-Missouri Associated Colleges and Universities (MMACU) agreement.

### **Guidelines for Alternative College Credit**

- The combined total number of alternative college credit hours cannot exceed 30.
- Students may receive academic credit only for courses numbered 100-299.
- A passing grade shall be equivalent to a "C" or better; however, if the student earns a passing grade, then the credit only and not the grade is recorded on the transcript; a failing grade is not recorded.
- Each examination may only be taken once. A student will not be permitted to sit for a credit-by-examination assessment if any one of the following conditions exist:
  - The student has previously earned a "D" or "F" in the course.
  - The student is currently enrolled in the course.
  - It is within 30 calendar days of the student's expected date of graduation.

### **Departmental Credit-by-Examination**

A student wishing to earn credit by examination must contact the department head to request permission to take an examination. The request, and content of the departmental examination, is forwarded by the department head to the dean for approval. A maximum of 18 hours may be earned in this manner as long as it does not exceed the total 30 hours for alternative credits listed above. The student must be currently enrolled during the semester in which he/she elects to take the exam, and must complete the examination by March 1 of the spring semester or by October 1 of the fall semester. The School of Nursing is granted an exception related to enrollment. Please contact the School of Nursing regarding its procedures.

### **CLEP**

The College Level Examination Program (CLEP) is a national program that offers the opportunity to obtain college credit through examination. Each participating institution determines which CLEP tests will be given and the amount of credit to be awarded. Lincoln University will accept a maximum of 30 semester hours through CLEP. Guidelines listed above apply.

**Note:** To obtain credit for knowledge of the Missouri Constitution as required by state law, a student taking the CLEP examination in U.S. History must, in addition, take a locally administered examination on the state constitution.

### **Cooperative Education Program**

Lincoln University, through the Cooperative Education Program, offers credit for internship (CEP 299). A student may obtain a maximum of 6 hours credit per semester and 3 hours per summer session, not to exceed a total of 15 hours credit. All credit will be granted below the 300 level and will be elective credit unless otherwise approved in advance by the Vice President for Academic Affairs.

A student selected to participate in the program must meet the following requirements:

- Have completed the sophomore year
- Have a cumulative GPA of at least 2.0
- Be recommended by his/her advisor and/or department head and
- Receive the approval of the director of Educational Innovation and Extended Studies

Fees for this program will be paid at the regular semester-hour rate. The student should contact Division of Educational Innovation and Extended Studies for further information.

### **Advanced Placement Program**

High school students displaying high ability in certain subject areas may be eligible for advanced placement and/or academic credit through the Advanced Placement Program (AP). Students who score a 3 or higher on a 5-point scale on any of the examinations are given credit for having completed the comparable college subject requirement. High school students may start early on a college curriculum by taking AP courses in English, foreign languages, music, art, the natural sciences, mathematics, and history. Specific information is available from the Office of the Dean of the College of Arts and Sciences.

### **International Baccalaureate (IB)**

Lincoln University will grant credit for International Baccalaureate (IB) subject examinations. For additional information, contact the Office of the Registrar.

### **Dual Credit Courses**

Lincoln University provides a "dual credit" option as an opportunity for the highly motivated student to obtain college-level credit for courses taken while still enrolled in high school. A high school student who desires to enroll for dual credit (both high school and college) may do so in one of two ways. In the first instance, the student may enroll and attend classes on a college campus and arrange to receive high school credit in addition to the credit earned at the college. In the second instance, the student may enroll in a high school course which will be taught at a level comparable to that at which college instruction is provided. The student will earn both high school and college credit. The high school site will be the location of the instructional activity.

The following eligibility restrictions apply:

- Enrollment in a dual-credit course is restricted to high school juniors or seniors who have a minimum overall grade point average of 3.0 (on a 4.0 scale) or the equivalent and are recommended by their high school principal or counselor.

- An exception is made for freshmen and sophomores who meet these requirements and score at the 90th percentile or above on the ACT or SAT.
- A student seeking to enroll for dual credit must be admitted to the University and must meet the academic prerequisites that both the high school and the University require.
- A student who wishes to obtain dual credit in an approved course which is of year-long high school duration must have received a grade of "B" in the first semester of the course to be eligible to enroll for dual credit during the second semester of the course.

For further information, contact Division of Educational Innovation and Extended Studies.

### **Dual Credit Enrollment**

Lincoln University provides dual enrollment for eligible high school students who desire to earn college credit on the main campus. Students can either earn college credit or dual credit for courses taken at Lincoln University. Interested students must meet the admission requirements for high school students or the eligibility requirements for dual credit. Those students who are only interested in earning college credit should refer to the high school admission requirements. For further information, contact the Division of Educational Innovation and Extended Studies.

### **Experiential Learning**

Students admitted into the Bachelor of Liberal Studies program may petition for credit for prior work experiences.

### **Advanced Placement and Credit in Foreign Language**

A student in any degree program who has completed one or more years of foreign language study in high school may be eligible for advanced placement into intermediate foreign language courses and for academic credit for the prerequisite course(s). Students must apply to the Department of Humanities and Communication prior to registration for advanced placement. Students who place into intermediate foreign language courses may receive full credit for the prerequisite course(s), provided that they pass the course in which they enroll with a grade of "C" or better. For details and application deadlines, contact the Department of Humanities and Communication.

### **Conference Courses**

- A conference course is defined as an independent program of study for a 300- or 400-level course listed in the *Lincoln University Undergraduate Bulletin*, provided that such a course is not offered during the semester the conference course is requested.
- The following guidelines apply:
  - The student must have accumulated 90 degree credit hours or more, and have a minimum cumulative GPA of 2.00;
  - A student may not register in a course in which he/she previously received a grade;
  - Prior to registering for a conference course, a student must have the approval of the following:
    - 1) the student's academic advisor
    - 2) the instructor with whom the student will be taking independent study

- 3) the department head of the student's major area
  - 4) the department head of the area in which the course is offered and
  - 5) the dean of the college in which the course is offered
- A student must register for a conference course at the regular time provided for University general registration.
  - The maximum number of conference courses during any one semester for any student shall not be more than two courses and not exceed 8 credit hours. A student enrolling in a conference course must follow prescribed procedures available in the Office of the Registrar. The registration form must be filed with the Office of the Registrar at least two (2) weeks prior to the first day of registration.

### **Mid-Missouri Associated Colleges and Universities Consortium (MMACU)**

MMACU was formed in 1964 amongst five institutions in Mid-Missouri – Lincoln University, the University of Missouri, Stephens College, Westminster College and William Woods University. Full-time Lincoln students may take courses for credit at any of the MMACU institutions on a space-available basis, with appropriate permission. The MMACU enrollment option is designed to accommodate the student who wishes to take advantage of a course or courses which are not offered at Lincoln University in the current semester. A student must be in good academic standing and enrolled in a full-time course of study to qualify. Requests for MMACU enrollment must be planned in advance and arranged through the Office of the Registrar at two weeks prior to enrolling in a course.

### **Transfer Courses (Courses Transferred Back to Lincoln)**

A student enrolled at Lincoln University desiring to earn credits at another institution of higher education as a University student and have those credits applied toward a degree at Lincoln University must seek the written approval of the Office of the Registrar and other appropriate University officials. **Approval must be obtained prior to taking the particular course(s).** The Certification of Transfer Credits form may be obtained from the Office of the Registrar. A student receiving such approval must have official transcripts submitted to the Office of the Registrar upon completion of the course(s).

### **Upper Division Transfer Credit**

Lincoln University does not grant upper division (300-400) level credit for courses taken at two-year, or other similar, institutions, except in instances where upper division credit is granted through signed articulation and partnership agreements.

### **Federal Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act of 1974, as amended, sets forth requirements designed to protect the privacy of student educational records. The law governs access to records maintained by educational institutions and the release of information from those records.

Eligible students have four primary rights under FERPA, including the right to:

1. Inspect their educational record;
2. Consent to disclosure of personally identifiable information except to the extent that FERPA authorizes disclosure without consent;
3. Seek correction of their records, to prevent inaccurate or misleading information;



4. File a complaint with the U.S. Department of Education if they feel their rights are being violated.

Once students are enrolled at Lincoln University, FERPA rights transfer to the student, regardless of the student's age.

Directory information may appear in public documents and may otherwise be disclosed by the University for any purpose in its discretion, without the student's consent. The following categories of information have been designated as directory information at Lincoln University:

- Name
- Mailing Address
- Telephone Number
- Campus Email Address
- Academic Program of Study
- Classification (e.g. freshman)
- Dates of Attendance, including matriculation, drop and withdrawal dates
- Enrollment Status (e.g. full-time)
- Degrees Awarded
- Honors/Awards Received
- Previous Educational Institutions Attended
- Participation in Officially Recognized Activities and Sports
- Weight and Height of Members of Intercollegiate Athletic Teams

### **Right to Limit Disclosure of Directory Information**

The University will give annual public notice to students of the categories of information designated as directory information. Currently enrolled students have the right to suppress disclosure of their directory information (FERPA Hold). A FERPA Hold does not apply retroactively to previous releases of directory information and will remain applicable until the student submits a written request specifying otherwise. To request a FERPA Hold, students must submit the Request for Directory Exclusion form to the Office of the Registrar.

If a student requests a FERPA Hold, it shall be noted that directory information will be withheld from a variety of sources, including the student, friends, relatives, prospective employers, honor societies, and the news media.

### **Consent to Disclosure of Personally Identifiable Information**

The University will not release personally identifiable information in educational records or allow access to those records to any person except to the extent that FERPA authorizes disclosure without consent, including but not limited to the following:

- The individual student
- Whoever the student authorizes by providing the institution with a written release (release must be written, signed and dated and must specify the records to be disclosed and the identity of the recipient)
- Any party requesting directory information (unless the student has a FERPA Hold)
- Employees of Lincoln University who have a legitimate educational interest
- Parents if the parents claim the student as a dependent for tax purposes. The University will exercise this option only on the condition that evidence of such dependency is furnished to the Office of the Registrar and all requests for

disclosures are referred to that office. Requests made under this provision will be determined on a case-by-case basis at the discretion of the University

- Persons in connection with a health or safety emergency
- An alleged victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense in connection with a disciplinary proceeding
- Parents regarding alcohol and/or drug violations of a student under 21 years of age
- As otherwise provided in 20 U.S.C. 1232g(b) and 34 CFR Sec. 99.31

### **Additional Information**

For additional information regarding FERPA, please visit <http://www.lincolnu.edu/web/records-office/records-office>. If you have any questions about Lincoln University's FERPA policy or if you feel that your rights under FERPA are being, or have been, violated, please contact the Office of the Registrar.

### **Student Right-To-Know**

In 1990 the United States Congress enacted a series of laws, which were originally known as the "*Student Right-to-Know and Campus Security Act*" and "*Crime Awareness and Campus Security Act*." The "*Student Right-to-Know Act*" requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about graduation rates.

Graduation rates are available online at <https://bluetigerportal.lincolnu.edu/web/oira/student-consumer> or from the director of the Office of Institutional Research upon request.

### **Campus Security Act**

In 1998 The "*Crime Awareness and Campus Security Act*" was renamed the "*The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*" in memory of Jeanne Clery, who was a victim of a violent crime at Lehigh University in 1986. The "*Clery Act*" requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses.

Lincoln University is committed to providing a safe environment for students to learn and faculty and staff to work, and in keeping parents and students well informed about campus security. Current campus law enforcement policies and campus security statistics are available online at <https://bluetigerportal.lincolnu.edu/web/police-department/police-department> or upon request from the Chief of the Lincoln University Police Department. Contact information: Lincoln University Police Department, Lincoln University, (573) 681-5555.

The Lincoln University Annual Security Report is also available for viewing at [http://bluetigerportal.lincolnu.edu/web/police-department/clery\\_information](http://bluetigerportal.lincolnu.edu/web/police-department/clery_information).

More information in regards to Lincoln University and the Clery Act requirements can be found on the LUPD website <http://www.lincolnu.edu/web/police-department/clery-act>.

## **University Email/Portal Use Communications Policy**

Lincoln University has designated the LU email system and the electronic Blue Tiger Portal (<https://bluetigerportal.lincolnu.edu>) as the official means of communication to students, faculty and staff. Each student, faculty member and staff member receives an official LU hosted email account and network ID (user name) and password. Official notices and information regarding the University will be sent through the LU email system and/or posted on the Blue Tiger Portal.

Typical communications available via email and/or the Blue Tiger Portal include information regarding enrollment, grades, billing, payments, financial aid, assessment exams, campus activities and announcements, and access to WebAdvisor.

It is expected that the email and/or information contained on the Blue Tiger Portal will be received and read by the recipient in a timely manner as these communications and information contained may be time-sensitive. Each individual who has an LU email account and/or access to the Blue Tiger Portal is responsible for monitoring their account as well as for any consequences of missing important messages or time-sensitive information contained within.

# UNDERGRADUATE DEGREE REQUIREMENTS

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## BACHELOR DEGREE PROGRAMS

### Semester Hours

A minimum of 120 hours of academic credit (excluding credit earned for pre-college-level courses) is required for graduation. Individual courses of study may require additional hours. There are no exceptions to the 120-hour requirement. Any course that is repeated for a higher grade will not be counted more than once.

**A minimum of 40 hours of upper division courses (those numbered 300-499) is required for graduation. There are no exceptions to the 40-hour requirement.**

A maximum of 30 hours of extension and/or correspondence coursework may be counted toward a degree. A maximum of 10 semester hours in religion may be taken for elective credit.

### Grade Point Average Requirement for Graduation

A 2.00 cumulative grade point average is required for graduation.

### Major and Minor

Every student working toward a degree must select a major. Courses taken for the major are approved by the major department. A major requires a minimum of 30 hours, including at least 18 upper division hours. A student wishing to declare a double major must complete all departmental requirements for each major. Only those courses required in both majors will be permitted to count toward both majors.

With the exception of some majors in the B.S. in Education degree program, a minor is not required, but may be elected, for any degree. If a minor is declared, a minimum of 18 hours (21 for the B.S. in Education degree) including at least 6 upper division hours is required. Individual departments should be consulted for specific major and minor requirements.

A student is not allowed to count toward his/her major or minor any course in which a grade lower than a "C" was received. **A student earning less than a grade of "C" in a total of 9 hours of required major courses or less than a grade of "C" in 15 hours of all major courses (required and elective) may be denied further enrollment as a major in the department.** A student who fails a course more than once is credited with failure only for the number of hours that the course carried. However, **if a student fails a required major course three times, he/she may be denied further enrollment in that course.**

## Associate Degree Programs

The University offers several associate degree programs. The minimum number of credit hours required ranges from 61-71, depending on the major field of study. See **University Academic Structure** for a complete listing of degree programs. See specific department sections for requirements.

## Second Bachelor's Degree

A student who has earned a bachelor's degree from a regionally accredited college or university may earn a second bachelor's degree if he or she 1) satisfies the curriculum requirements of the new major; 2) declares the new major in a field other than that of the first degree; and 3) completes a minimum total of 141 degree credit hours.

## Residence Requirements

Credit hours completed in regular classes, including conference courses, offered by Lincoln University on the main campus or any other location are said to be completed in residence. All students, including students who transfer to Lincoln University from another institution, must satisfy the following **minimum residence credit requirements**: A minimum of 30 credit hours of 300- and/or 400-level course work must be successfully completed in residence to obtain a baccalaureate degree; a minimum of 12 of these 30 semester hours must be in the major and, if a minor is declared, at least 6 of these 30 hours must be in the minor.

## Missouri State Law Requirement

Missouri state law prescribes that all candidates for a degree issued by the colleges and universities of Missouri must have "completed a course of instruction in" and "satisfactorily passed an examination on the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American History and American Institutions." This provision may be satisfied by completing Area 5 of the **General Education Requirements**.

A transfer student who has taken courses in American Government, American History, or American Political Institutions that did not include a study of the Missouri Constitution may meet this requirement by satisfactorily passing a departmental Missouri Constitution examination at least 30 days prior to graduation.

## Computer Skills Requirement

Lincoln University believes that computer skills are a vital component of a complete education program. Because essential knowledge related to computers and software programs varies according to area, departments have determined computer literacy requirements for their majors. Requirements specific to each major are found in the Academic Programs section of this *Bulletin*.

## Writing Across the Curriculum

Recognizing that effective writing contributes to a person's ability to learn and to communicate, Lincoln University's academic departments expect students to develop and demonstrate competence in using written language effectively. Each student in a baccalaureate degree program will be required to satisfactorily complete at least one writing intensive course in the major. Writing for the course will be distributed throughout the semester and will include formal writing assignments or a combination of

formal and informal elements as deemed pedagogically appropriate by the academic unit offering the course. Writing will be a substantial and integral part of any course designated as writing intensive and will be a major component in determining the course grade.

## Student Outcomes Assessment Program (SOAP)

Assessment of programs and students is an integral part of the academic and administrative process. Assessment at Lincoln University serves three major purposes: (a) improvement of student learning and instruction, (b) accomplishment of institutional mission, and (c) as documentation of the student's achievement of educational goals.

Lincoln University students are required to participate in the institution's Student Outcomes Assessment Program. Because the University must be able to evaluate its programs and services, it is mandatory that all enrolled persons participate in the Student Outcomes Assessment Program.

**Each student pursuing his/her first bachelor's degree is required to take the General Education Test**, an assessment of general education skills, after the completion of 75 or more credit hours (including transfer credits). In addition, **each graduating senior is required to take the Major Field Exit Examination in his/her major area**. A student who fails to take the General Education Test or the Major Field Exit Examination will be:

- On 1<sup>st</sup> Offense,
  - Denied permission to register for the succeeding semester, or if in the final semester, will be restricted from graduating until:
    - a contract is signed with the Office of Institutional Research; AND
    - an administrative late fee of \$15.00 is paid;
- On 2nd Offense,
  - Denied permission to registrar for the succeeding semester, or if in the final semester, will be restricted from graduating until:
    - The exam is completed with the Office of Institutional Research; AND
    - an administrative late fee of \$30.00 is paid.

The Office of Institutional Research and Assessment will maintain responsibility for monitoring student participation in assessment activities. Students must participate in the Student Outcomes Assessment Program in order to satisfy departmental and University requirements for graduation. More detailed assessment information is included in each program area.

# GENERAL EDUCATION

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## Philosophy and Goals of General Education

General education encompasses the knowledge, skills, and attitudes that should be the common experiences of all educated individuals so that they can engage effectively in a life-long process of inquiry and decision-making and an appreciation of the fine arts.

General education is complementary to but different in emphasis and approach from special training for a job or a profession, or scholarship in a particular field of knowledge. A major aim of the University is to graduate students who can function as educated individuals in their families, in their work places, and as members of society at large.

The ten goals of the general education program at Lincoln University include eight statewide goals established by the Missouri Coordinating Board for Higher Education and two institutional goals unique to the University. Lincoln University's general education program therefore strives to achieve the following ten goals:

1. To develop students' effective use of the English language, quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence, and persuasiveness.
2. To develop students' ability to distinguish among opinions, facts, and inferences; to identify underlying or implicit assumptions; to make informed judgments; and to solve problems by applying evaluative standards.
3. To develop students' ability to locate, organize, store, retrieve, evaluate, synthesize, and annotate information from print, electronic, and other sources in preparation for solving problems and making informed decisions.
4. To develop students' abilities to understand the moral and ethical values of a diverse society and to understand that many courses of action are guided by value judgments about the way things ought to be. Students should be able to make informed decisions through identifying personal values and the values of others and through understanding how such values develop. They should be able to synthesize the ethical implications of choices made on the basis of these values.
5. To develop students' understanding of themselves and the world around them through study of content and the processes used by historians and the social and behavioral scientists to discover, describe, explain, and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present, and come to an informed sense of self and others.
6. To develop students' understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and fine arts; to deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic, and historical circumstances; and to appreciate the world of the creative imagination as a form of knowledge.
7. To develop students' understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.

8. To develop students' understanding of the principles and laboratory procedures of life and physical sciences and to cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the world, informs our imaginations, and shapes human history. Students would also understand that science is shaped by historical and social contexts.
9. To develop students' international perspective through an understanding of diverse cultures and beliefs. Students should develop an awareness of the history and values of another culture and a deeper sense of both the similarities and the differences among cultures.
10. To develop students' understanding of why and how they can protect and improve their personal health and the health of their community. Students should understand the functions and interrelatedness of the physical, mental, emotional, social, spiritual, environmental, and societal dimensions of wellness and develop an appreciation for lifetime wellness activities.

## General Education Requirements

All state institutions in Missouri have been asked to design a 42-hour block of general education courses that meets the goals of general education. Because each institution is designing courses to meet identical goals, the general education block transfers from one school to another and satisfies the requirements of each institution following the state guidelines.

The following courses represent the General Education requirements at Lincoln University that will satisfy the requirements of other institutions as well. They are applicable to all four-year bachelor's degrees with the exception of the Bachelor of Liberal Studies degree at Lincoln University.

Some majors require a grade of "C" in specified general education courses. For information pertaining to a particular major, see requirements of that major.

For honors courses, see the course descriptions for prerequisites, the requirements that must be met before a student may enroll in the course.

### Area 1: Communications Skills (9 hrs.)

- |    |  |        |
|----|--|--------|
| A. | ENG 101 Composition and Rhetoric I<br>ENG 151H Honors Composition and Rhetoric I   | 3 hrs. |
| B. | ENG 102 Composition and Rhetoric II<br>ENG 152H Honors Composition and Rhetoric II | 3 hrs. |
| C. | SPT 206 Fundamentals of Speech (Prerequisite: ENG 101)                             | 3 hrs. |

Note: A grade of "C" or better is required to pass the communications skills courses.



**Area 2: Mathematics Skills (3 hrs.)**

Math 112 or higher

3 hrs.

Note: A student's score on the Mathematics portion of the ACT exam will determine his or her placement in a mathematics course. Those students who score high enough to enroll in MAT 123 are exempt from this three- hour math requirement.

**Area 3: Valuing (3 hr.)**

Select a course from the following list:

EDU 215 – Professional Educator Legal/Ethical Issues

3 hrs.

NUR460 - Legal and Ethical Issues in Professional Practice (Nursing majors only)

PHI 203 Ethics

PSY 202 Psychology of Personal Adjustment

PEP 200 Foundations of Physical Education and Wellness

**Area 4: Life and Physical Sciences (7 hrs.)**

Select courses from biology, chemistry, physics, environmental science or experimental psychology. At least one of these courses must have a laboratory.

7 hrs.

**Area 5: Social and Behavioral Sciences (12 hrs.)**

A. United States and Missouri Constitution requirement

3 hrs.

Select one of the following:

HIS 205 US History I

HIS 206 US History II

PSC 203 American National Government

PSC 203H Honors American National Government

PSC 204 American State and Local Government

B. International History requirement

3 hrs.

Select one of the following:

HIS 101 World Civilization I

HIS 151H Honors World Civilization I

HIS 102 World Civilization II

HIS 152H Honors World Civilization II

C. Psychology requirement

3 hrs.

Select one of the following:

PSY 101 General Psychology

PSY 151H Honors General Psychology

D. Sociology/Economics requirement

3 hrs.

Select one of the following:

ECO 201 Principles of Economics I

S/A 151H Honors Introduction to Sociology

S/A 201 Introduction to Sociology

S/A 202 Introduction to Anthropology

SOC 301 The Family

## **Area 6: Humanities and Fine Arts (6 hrs.)**

Select two courses from two different academic disciplines in the humanities: literature, philosophy, art appreciation, music appreciation, or theatre: 6 hrs.

AAS 200 African American Studies  
ART 100 Introduction to Art  
ART 330 History and Appreciation of Art  
ART 331 Twentieth Century Art  
MUS 200 World of Music  
MUS 205 Music of Black Americans  
SPT 209 Introduction to the Theatre  
Any literature course numbered below 400  
Any philosophy course numbered below 400  
Any foreign language course numbered above 200

## **Area 7: American Cultural Diversity (3 hrs.)**

Select a course from the following list: 3 hrs.

ENG 307 American Literature Through 1865  
ENG 308 Survey of American Literature: 1865-Present  
HIS 203 African American History  
HIS 402 Ethnic History  
HIS 403 Blacks in America  
HIS 477 Women in America  
MUS 205 Music of Black Americans  
PSC 350 U.S. Ethnic and Racial Politics  
PSC 480 Civil Rights, Civil Liberties  
S/A 200 American Cultural Diversity  
SOC 302 Minority Relations  
SOC 306 Sociology of Black Americans  
SOC 403 Community and Social Change

Subtotal to meet state guidelines: 43 hrs.

## **Institutional Requirements**

Each state university may include additional requirements in its general education program that are unique to its mission and goals. In addition to completing the above general education requirements, every student is required to complete the additional institutional requirements.

## **Area 8: International Cultural Diversity (3 hrs.)**

Select a course from the following list: 3 hrs.

AAS 200 African American Studies  
ANT 311 World Ethnography  
ANT 411 Culture Areas of the World  
BAD 215 Introduction to Global Business  
ENG 320 Masterpieces of Literature in English Translation  
ENG 340 Women and Literature

EDU 260	Education and Cultural Diversity
FRE or SPA	Any 3-hour course in French, Spanish, or other modern foreign language
FRE 321	French Civilization I
FRE 322	French Civilization II
SPA 321	Latin American Civilization
SPA 322	Spanish Civilization
HIS 101	World Civilization I
HIS 151H	Honors World Civilization I
HIS 102	World Civilization II
HIS 152H	Honors World Civilization II
NUR 335	Death & Bereavement: Cultural Variations
PHI 201	Major Religions of the World
PHI 208	African World View
PSC 440	Comparative Politics
PSC 460	International Relations
S/A 202	Introduction to Socio-Cultural Anthropology

### **Area 9: General Education Skills (1 hr.)**

GE 101 University Seminar	1 hr.
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Note: This course is required for all full-time freshmen during their first semester of enrollment and for part-time freshmen by no later than the semester in which they will accumulate 16 credit hours. The University Seminar requirement is waived for students transferring 30 or more hours.

**Total General Education Requirements: 47 hrs.**

### **Foreign Language Requirement for the Bachelor of Arts Degree**

In addition to the above general education requirements, students in Bachelor of Arts degree programs are required to complete at least 12 hours in a foreign language or coursework through FRE or SPA 230.

A student in any degree program who has completed one or more years of foreign language study in high school may be eligible for advanced placement into intermediate foreign language courses and for academic credit for the prerequisite course(s). Students must apply to the Department of Humanities and Communication prior to registration for advanced placement. Students who place into intermediate foreign language courses may receive full credit for the prerequisite course(s), provided that they pass the course in which they enroll with a grade of "C" or better. For details and application deadlines, contact the Department of Humanities and Communication.

# ACADEMIC PROGRAMS

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All programs offered by Lincoln University are listed in alphabetical order by fields of learning under the college or area through which they are offered. Prior to the opening of each semester, a *Schedule of Courses* is published by the Office of the Registrar which lists the specific courses to be offered for that semester with the time of meeting, the building and the room number for each course.

In the course descriptions, the following information appears sequentially:

1. The academic program abbreviation and course number;
2. The title of the course;
3. The number of hours of credit. If the credit is variable or to be fixed in consultation with the major advisor, this is shown by the maximum and minimum credit;
4. The semester or session (fall-fa, spring-sp, summer-su) in which the course is generally offered and the calendar year (odd, even) in which the course is generally taught (may not be listed for each course);
5. "LF" if a lab fee is charged for the course;
6. "MF" if a music fee is charged for the course;
7. "EP" if eye protection is required in the course.
8. "AF" if an assessment fee is required in the course.

The eye protection requirement is stipulated by Missouri state law (1976) which requires all students, instructors, and visitors to wear an industrial-quality eye protective device when participating in or observing any courses of instruction which involve a potential eye hazard. All eye protection equipment must meet standards of the American National Standard Institute (A.N.S.I.), Standard A87.1968, and subsequent revisions thereof.

Sample programs of study or lists of program requirements are available in the *Bulletin* and in the academic departments for each degree area. Students are advised to work with a departmental advisor to monitor their progress through general education and major requirements.

The sample outlines generally do not include the scheduling of pre-college-level courses that might be required as a result of ACT scores and/or placement tests. Pre-college-level courses do not count toward the minimum 121 semester hours required for graduation.

# UNIVERSITY SEMINAR

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## Goal

University Seminar serves to introduce students to the college experience and facilitates a successful transition from high school to college. It orients students to college life by providing valuable information, skills, and strategies for success necessary to persist and graduate from Lincoln University.

## Student Learning Objectives

Upon the successful completion of this course, students will be able to

1. identify and demonstrate effective social and academic skills
2. describe significant events in the history of Lincoln University
3. demonstrate appreciation of lectures, recitals, and convocations
4. demonstrate active critical thinking and reading by participating in class discussion and activities
5. conduct library research and demonstrate the effective use of technology
6. connect and network with people at Lincoln University, including advisors, tutors, peers, instructors, and other faculty/staff/administrators, and access student support resources
7. understand the policies and programs outlined in the *Lincoln University Undergraduate Bulletin*
8. demonstrate an understanding of the rights and responsibilities of students at Lincoln University as outlined in the *Lincoln University Student Handbook*
9. perceive specific personal strengths, weaknesses, skills, and abilities and use this knowledge to explore major and career options and make informed decisions regarding short-term and long-term goals

## Assessment Program

Assessment measures allow students, faculty, and staff to determine whether the students have met the objectives of the course. For this general education course, the primary measure of assessment is a final paper which reflects the transition from high school to college.

## Course Description

This course is required of all full-time freshmen during their first semester of enrollment and for part-time freshmen by no later than the semester in which they will accumulate 16 credit hours. The University Seminar requirement is waived for students transferring 30 or more hours or for students entering Lincoln University with a postsecondary degree.

**GE 101 UNIVERSITY SEMINAR.** (1) An introduction to college in general and Lincoln University in particular. Prepares freshmen for success in their academic pursuits and encourages their personal growth.

**GE 102 ACADEMIC AND LIFELONG SUCCESS.** (1) This course is designed to empower students on academic probation by introducing them to the tools they need to take charge of their academic and lifelong success.

**COLLEGE OF AGRICULTURE,  
ENVIROMENTAL  
AND HUMAN SCIENCES**

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**Albert Essel, Ph.D., Dean**  
112A Bennett Hall  
(573) 681-5109

**DEPARTMENT OF AGRICULTURE AND ENVIRONMENTAL  
SCIENCES**

**Adrian Andrei, Head**  
219 Founders Hall  
(573) 681-5380

# AGRICULTURE AND ENVIRONMENTAL SCIENCES

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## Faculty

Adrian Andrei, Professor, Wildlife Science, Department Head  
Bruce Shanks, Associate Professor, Animal Science  
Hwei Ying Johnson, Associate Professor, Plant Science

Frieda Eivazi, Professor of Research/Agriculture  
Samson Tesfaye, Professor of Research/Geology  
Wesleh Wollo, Professor of Research/Agribusiness  
John Yang, Professor of Research/Soil Chemistry

Majed El-Dweik, Associate Professor of Research/Nanotechnology  
Abua Ikem, Associate Professor of Research/Chemistry  
Jaime Pinero, Associate Professor of Research/Entomology  
James Wetzel, Associate Professor of Research/Aquaculture  
Tumen Wuliji, Associate Professor of Research/Animal Science

Jonathan Egilla, Assistant Professor of Research/Plant Science  
Safiullah Pathan, Assistant Professor of Research/Crop Science  
Guolu Zheng, Assistant Professor of Research/Microbiology

## Mission

The mission of the Department of Agriculture & Environmental Sciences is to provide educational opportunities for students from various backgrounds to be successful in a diverse society. The Department is dedicated to teaching the principles and concepts of agriculture and their applications. The curricula prepare students for employment, professional advancement, and graduate studies. The Department accomplishes its goals through small classes and individual student attention in a nurturing educational environment.

## Degrees Offered

Bachelor of Science in Agriculture with emphasis in

- Agribusiness
- Animal Science
- Natural Resource Management
- Plant & Soil Science

## Minors:

Wildlife Management

## Pre-Professional Training:

Pre-Veterinary Medicine

## Objectives

Students completing a degree in the Department of Agriculture & Environmental Sciences will be prepared:

1. To demonstrate fundamental understanding, critical thinking skills, reasoning, analysis and decision making relevant to the practices of agriculture.
2. To demonstrate competence in written and verbal communication.
3. To pursue advanced studies in agriculture and related disciplines.

## Assessment Program

Assessment of knowledge in the major area will occur during the junior and senior years. The assessment will include written examination of the student's scientific experiences. Primary emphasis will be placed on the "Major Field Assessment Test" in the student's major area to be taken during the last semester.

### Other assessment measures:

1. Internships completed.
2. Alumni survey.
3. Follow-up surveys with employers.
4. Exit interviews of graduates.

## Required Courses

**General Education Requirements:** A minimum grade of "C" is required in BIO 103, BIO 104L, CHM 101, and MAT 113 or MAT 117.

**Core Agriculture Degree Requirements:** All Agriculture majors must complete all these core agriculture courses AGR 101, AGR 102, AGR 208, AGR 211, AGR 220, AGR 230, AGR 305, AGR 306, AGR 312, AGR 313, AGR 320, AGR 325, AGR 331, AGR 333, AGR 401, AGR 412, AGR 414, AGR 423, AGR 428 with a minimum grade of "C."

## Core Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

- AGR 101 INTRODUCTION TO ANIMAL SCIENCE.** (3, fa). An overview of the livestock industry including animal production, breeding and genetics, physiology, nutrition, health and marketing. Three hours lecture.
- AGR 102 INTRODUCTION TO PLANT SCIENCE.** (3, sp). An introduction to crop plants, environmental, cultural and social factors influencing the cultivation and utilization of plants. Plant structure, chemistry, growth, genetics, biodiversity, and processes. Two hours lecture and one two hour laboratory. Prerequisites: BIO 103 and BIO 104L.
- AGR 208 INTRODUCTION TO GEOSPATIAL INFORMATION SCIENCE.** (3, sp). Covers the basic principles of remote sensing, global positioning system and geographic information systems. It also introduces the application of GIS in diverse fields. Two hours lecture and one two hour laboratory.



- AGR 211 SOILS IN OUR ENVIRONMENT.** (3, sp). Constitution of the soil and the various biological, chemical and physical processes as they relate to plant growth. Two hours lecture and one two hour laboratory. Prerequisites: CHM 101 and CHM 101L or consent of instructor.
- AGR 220 AGRICULTURE ECONOMICS 1.** (3, fa). Introduction to agricultural economics, including the role and characteristics of agriculture businesses in our economic system. Three hours lecture.
- AGR 230 AGRICULTURE ECONOMICS 2.** (3, sp). Applications of economics principles in agricultural production and distribution and conditions in the economy which affect agriculture. Three hours lecture. Prerequisite: AGR 220.
- AGR 305 WILDLIFE DAMAGE MANAGEMENT.** (3, sp). An overview of wildlife as misplaced resources; wildlife damage and its measurement; social, ethical and human dimensions of damage management; present management practices; research on future management alternatives. Two hours lecture and one two hour laboratory.
- AGR 306 HORTICULTURE.** (3, fa). Fundamentals of horticulture crop management, classification, principles of production, preservation, utilization and management. Two hours lecture and one two hour laboratory. Prerequisite: AGR 102.
- AGR 312 AGRONOMIC CROPS.** (3, sp). Fundamentals of energy and field crops, management, classification, principles of production, preservation, utilization and distribution. Two hours lecture and one two hour laboratory. Prerequisites: AGR 102 and AGR 211.
- AGR 313 PASTURES AND FORAGES.** (3, sp). Production, management and utilization of annual and perennial forage plants for pasture, hay and silage. Two hours lecture and one two hour laboratory. Prerequisites: AGR 102 and AGR 211.
- AGR 320 MARKETING AGRICULTURE PRODUCTS.** (3, sp). Market development and agencies involved in concentration, dispersion, and equalization of products as they affect agriculture issues. Three hours lecture. Prerequisites: AGR 220 and AGR 230.
- AGR 325 AGRICULTURE EXPERIENCE.** (3, su, fa, sp). There are two options: **(A)** Practical work experience for a minimum duration of 10 weeks. This is to include a complete written report of the experience. **(B)** Individual research project in the area of student's interest. This is to include a complete written report of the findings. Consent of instructor required. This course is designated as writing intensive.
- AGR 331 ANIMAL FEEDS & NUTRITION.** (3, sp). Course that takes a practical approach to livestock nutrition including physical/chemical composition of feedstuffs, feed processing/ preparation, nutrient interactions, and application of nutritional principles to feeding ruminant and monogastric animals. Two hours lecture and one two hour laboratory. Prerequisite: AGR 101.
- AGR 333 LIVESTOCK PRODUCTION & MANAGEMENT.** (3, fa). Course focuses on animal management, business management, and associated services associated with livestock enterprises. Three hours lecture. Prerequisite: AGR 101.

- AGR 401 AGRICULTURE SEMINAR.** (2, fa, sp). Oral and written reports on topics in agriculture. Two hours lecture. This course is designated as writing intensive.
- AGR 412 FARM BUSINESS MANAGEMENT.** (3, sp). The organization and management of farm business, including land, labor and capital for maximum income. Three hours lecture. Prerequisites: AGR 220 and AGR 230.
- AGR 414 SOIL, WATER, AND AIR CONSERVATION/MANAGEMENT.** (3, sp). Practical aspects of contemporary methods of conservation and management of soil, water, and air quality. Two hours lecture and one two hour lab. Prerequisite: AGR 211.
- AGR 423 AGRICULTURE PROGRAMS AND POLICIES.** (3, fa). A study of the effect that governmental programs and policies have had on the price structure and competitiveness of agricultural products on the domestic and export markets. Three hours lecture. Prerequisites: AGR 220 and AGR 230.
- AGR 427 TURF/LANDSCAPE MANAGEMENT** (3, sp, odd). Course includes various aspects of landscape management and design as well as selection, establishment, and maintenance of turf. Two hours lecture and one two hour lab. Prerequisite: AGR 102.
- AGR 428 INTEGRATED PEST MANAGEMENT.** (3, fa). Symptoms, causes and control of animal and plant diseases and classification; identification, distribution, life cycle, economic impact and control of pests. Two hours lecture and one two hour laboratory. Prerequisite: AGR 102.

### **Agriculture Elective Course Descriptions**

Students must take a minimum of 18 credits of agriculture electives from an emphasis area(s) of their choice. Courses from related fields/areas can also be used to fulfill elective requirements with prior permission from the advisor. Elective courses also require a minimum grade of "C."

- AGR 300 MEAT SCIENCE.** (3, fa, even). This is an introductory course that covers conversion of muscle to meat, meat quality, meat color, meat cooking, meat grading, food safety, meat inspection, meat curing and sausage processing. Three hours lecture. Prerequisite: AGR 101.
- AGR 308 BEEF CATTLE PRODUCTION.** (3, sp, even). Current production methods involved in the development and operation of a beef cattle enterprise. Two hours lecture and one two hour laboratory. Prerequisite: AGR 101.
- AGR 315 SHEEP AND GOAT PRODUCTION.** (3, sp, odd). Current production methods involved in the development and operation of a sheep and goat enterprise. Two hours lecture and one two hour laboratory. Prerequisite: AGR 101.
- AGR 321 WILDLIFE POLICY AND LAW.** (3, sp, even). Students will be provided with historical and legal perspectives of the current state, national, and international policies governing our natural resources and the agencies responsible for implementing those policies. Three hours lecture.

- AGR 323 AGRICULTURE FUTURES MARKETING.** (3, fa, even). A study of agricultural commodity markets, futures for crops and livestock, and their price behavior. Description of the role of futures markets as an institution in a market economy as well as use of futures contracts in firm asset and risk management. Three hours lecture. Prerequisites: AGR 220 and AGR 230.
- AGR 324 SOIL FERTILITY AND NUTRIENT MANAGEMENT.** (3, fa, odd). The study of nutrient elements in soils as they relate to plant growth; worldwide use of fertilizers, their environmental impacts; management and economics of soil amendments. Two hours lecture and one two hour laboratory. Prerequisite: AGR 211.
- AGR 341 PRINCIPLES AND PRACTICE OF FORESTRY.** (3, fa, odd). Principles and practical aspects of forestry, including silviculture, tree and stand measurements, forest fires and protection, restoration, and conservation. Two hours lecture and one two hour lab. Prerequisite: AGR 102.
- AGR 406 SPECIAL TOPICS IN AGRICULTURE.** (3). Topics to be listed in course schedule; may or may not include laboratory; may re-enroll as topic changes. Prerequisite: Consent of instructor.
- AGR 409 PLANT PROPAGATION.** (3, sp, even). The art and science of propagating plants; the physiological and environmental factors essential for propagating plants for human benefits. Two hours lecture and one two hour laboratory. Prerequisite: AGR 102.
- AGR 417 WILDLIFE CONSERVATION.** (3, sp, odd). Basic principles and practices of wildlife conservation; special emphasis on population and habitat control. Three hours lecture and one two hour laboratory. Prerequisites: BIO 103 and 104L.
- AGR 419 AGRICULTURAL COOPERATIVES.** (3, fa, even). Economic basis for cooperative action, structure of cooperatives, problems of membership, public relations, personnel, tax policies, financing, and administrative policies. Three hours lecture. Prerequisites: AGR 220 and AGR 230.
- AGR 420 INTERNATIONAL AGRICULTURE MARKETING AND TRADE.** (3, fa, odd). Examination of international trade relations relevant to agriculture products. Emphasis will be on the development of modern trade theory, tariffs, non-tariff trade barriers, trade policies, and regional trading arrangements. Topics relating to international monetary relations, such as balance of payments and foreign exchange rate determination. Three hours lecture. Prerequisites: AGR 220, AGR 230, and AGR 320.
- AGR 423 TURF/LANDSCAPE MANAGEMENT.** (3, sp, odd). Course includes various aspects of landscape management and design as well as selection, establishment, and maintenance of turf. Two hours lecture and one two hour lab. Prerequisite: AGR 102.
- AGR 435 WETLANDS MANAGEMENT.** (3, fa, even). A comprehensive presentation of biological, physical, chemical, and ecological aspects of major wetland types in North America. Two hours lecture and one two-hour laboratory. Prerequisites: CHM 101, AGR 208, and AGR 211.

**Degree Pathway  
Leading to a Bachelor of Science in Agriculture  
Agribusiness Emphasis**

<b>Semester 1</b>	<b>Hours</b>	<b>Semester 2</b>	<b>Hours</b>
GE 101 University Seminar	1	ENG 102 Composition and Rhetoric 2	3
ENG 101 Composition and Rhetoric 1	3	MTH 113 or MTH 117	3
General Education Area 5 A, B, C, D	3	General Education Area 5 A, B, C, D	3
AGR 101 Introduction to Animal Science	3	General Education Area 6	3
BIO 103/104L Principles of Biology and Lab	4	AGR 102 Introduction to Plant Science	3
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 3</b>		<b>Semester 4</b>	
CHM 101 /101L General Chemistry and Lab	4	General Education Area 5 A, B, C, D	3
General Education Area 5 A, B, C, D	3	General Education Area 6	3
General Education Area 3	3	General Education Area 7	3
SPT 206 Fundamentals of Speech	3	AGR 208 GIS/Computer Applications in Agriculture	3
AGR 220 Ag Economics 1	3	AGR 230 Agriculture Economics 2	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 5</b>		<b>Semester 6</b>	
General Education Area 8	3	AGR 312 Agronomic Crops	3
AGR 211 Soils in Our Environment	3	AGR 313 Pastures and Forages	3
AGR 323 Agriculture Futures Marketing	3	AGR 320 Marketing Agriculture Products	3
AGR 333 Livestock Production and Management	3	AGR 331 Animal Feeds and Nutrition	3
AGR 419 Agriculture Cooperatives	3	AGR Elective	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
AGR 306 Horticulture	3	AGR 305 Wildlife Damage Management	3
AGR 325 Ag Experience	3	AGR Elective	3
AGR 401 Agriculture Seminar	2	AGR 412 Farm Business Management	3
AGR 420 International Agriculture Marketing and Trade	3	AGR 414 Soil, Air, and Water Conservation	3
AGR 428 Integrated Pest Management	3	AGR Elective	3
AGR 423 Agriculture Programs and Policies	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>15</b>
<b>TOTAL CREDIT HOURS</b>			

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**Degree Pathway  
Leading to a Bachelor of Science in Agriculture  
Animal Science Emphasis**

<b>Semester 1</b>	<b>Hours</b>	<b>Semester 2</b>	<b>Hours</b>
GE 101 University Seminar	1	ENG 102 Composition and Rhetoric 2	3
ENG 101 Composition and Rhetoric 1	3	MTH 113 or MTH 117	3
General Education Area 5 A, B, C, D	3	General Education Area 5 A, B, C, D	3
AGR 101 Introduction to Animal Science	3	General Education Area 6	3
BIO 103/104L Principles of Biology and Lab	4	AGR 102 Introduction to Plant Science	3
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 3</b>		<b>Semester 4</b>	
CHM 101 /101L General Chemistry and Lab	4	General Education Area 5 A, B, C, D	3
General Education Area 5 A, B, C, D	3	General Education Area 6	3
General Education Area 3	3	General Education Area 7	3
SPT 206 Fundamentals of Speech	3	AGR 208 GIS/Computer Applications in Agriculture	3
AGR 220 Ag Economics 1	3	AGR 230 Agriculture Economics 2	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 5</b>		<b>Semester 6</b>	
General Education Area 8	3	AGR 312 Agronomic Crops	3
AGR 211 Soils in Our Environment	3	AGR 313 Pastures and Forages	3
AGR 300 Meat Science	3	AGR 320 Marketing Agriculture Products	3
AGR 333 Livestock Production and Management	3	AGR 331 Animal Feeds and Nutrition	3
AGR Elective	3	AGR Elective	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
AGR 306 Horticulture	3	AGR 305 Wildlife Damage Management	3
AGR 315 Sheep and Goat Production	3	AGR 308 Beef Production	3
AGR 325 Ag Experience	3	AGR 412 Farm Business Management	3
AGR 401 Agriculture Seminar	2	AGR 414 Soil, Air, and Water Conservation	3
AGR 428 Integrated Pest Management	3	AGR Elective	3
AGR 423 Agriculture Programs and Policies	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>15</b>
<b>TOTAL CREDIT HOURS</b>			<b>122</b>

**Degree Pathway  
Leading to a Bachelor of Science in Agriculture  
Natural Resources Management Emphasis**

<b>Semester 1</b>	<b>Hours</b>	<b>Semester 2</b>	<b>Hours</b>
GE 101 University Seminar	1	ENG 102 Composition and Rhetoric 2	3
ENG 101 Composition and Rhetoric 1	3	MTH 113 or MTH 117	3
General Education Area 5 A, B, C, D	3	General Education Area 5 A, B, C, D	3
AGR 101 Introduction to Animal Science	3	General Education Area 6	3
BIO 103/104L Principles of Biology and Lab	4	AGR 102 Introduction to Plant Science	3
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 3</b>		<b>Semester 4</b>	
CHM 101 /101L General Chemistry and Lab	4	General Education Area 5 A, B, C, D	3
General Education Area 5 A, B, C, D	3	General Education Area 6	3
General Education Area 3	3	General Education Area 7	3
SPT 206 Fundamentals of Speech	3	AGR 208 GIS/Computer Applications in Agriculture	3
AGR 220 Ag Economics 1	3	AGR 230 Agriculture Economics 2	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 5</b>		<b>Semester 6</b>	
General Education Area 8	3	AGR 312 Agronomic Crops	3
AGR 211 Soils in Our Environment	3	AGR 313 Pastures and Forages	3
AGR 435 Wetlands Management	3	AGR 320 Marketing Agriculture Products	3
AGR 333 Livestock Production and Management	3	AGR 331 Animal Feeds and Nutrition	3
AGR Elective	3	AGR 417 Wildlife Conservation	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
AGR 306 Horticulture	3	AGR 305 Wildlife Damage Management	3
AGR 325 Ag Experience	3	AGR 321 Wildlife Policy and Law	3
AGR 341 Principles and Practices of Forestry	3	AGR 412 Farm Business Management	3
AGR 401 Agriculture Seminar	2	AGR 414 Soil, Air, and Water Conservation	3
AGR 428 Integrated Pest Management	3	AGR Elective	3
AGR 423 Agriculture Programs and Policies	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>15</b>
<b>TOTAL CREDIT HOURS</b>			

**Degree Pathway  
Leading to a Bachelor of Science in Agriculture  
Plant & Soil Science Emphasis**

<b>Semester 1</b>	<b>Hours</b>	<b>Semester 2</b>	<b>Hours</b>
GE 101 University Seminar	1	ENG 102 Composition and Rhetoric 2	3
ENG 101 Composition and Rhetoric 1	3	MTH 113 or MTH 117	3
General Education Area 5 A, B, C, D	3	General Education Area 5 A, B, C, D	3
AGR 101 Introduction to Animal Science	3	General Education Area 6	3
BIO 103/104L Principles of Biology and Lab	4	AGR 102 Introduction to Plant Science	3
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 3</b>		<b>Semester 4</b>	
CHM 101 /101L General Chemistry and Lab	4	General Education Area 5 A, B, C, D	3
General Education Area 5 A, B, C, D	3	General Education Area 6	3
General Education Area 3	3	General Education Area 7	3
SPT 206 Fundamentals of Speech	3	AGR 208 GIS/Computer Applications in Agriculture	3
AGR 220 Ag Economics 1	3	AGR 230 Agriculture Economics 2	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 5</b>		<b>Semester 6</b>	
General Education Area 8	3	AGR 312 Agronomic Crops	3
AGR 211 Soils in Our Environment	3	AGR 313 Pastures and Forages	3
AGR Elective	3	AGR 320 Marketing Agriculture Products	3
AGR 333 Livestock Production and Management	3	AGR 331 Animal Feeds and Nutrition	3
AGR Elective	3	AGR 423 Turf/Landscape Management	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
AGR 306 Horticulture	3	AGR 305 Wildlife Damage Management	3
AGR 324 Soil Fertility and Fertilizers	3	AGR 409 Plant Propagation	3
AGR 325 Ag Experience	3	AGR 412 Farm Business Management	3
AGR 401 Agriculture Seminar	2	AGR 414 Soil, Air, and Water Conservation	3
AGR 428 Integrated Pest Management	3	AGR Elective	3
AGR 423 Agriculture Programs and Policies	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>15</b>
<b>TOTAL CREDIT HOURS</b>			<b>122</b>

# WILDLIFE MANAGEMENT (Minor)

## Objective

To study the principles and practices used in the conservation and management of habitats and wildlife resources for aesthetic, ecological and recreational uses.

## Required Courses

**Minor:** A minimum grade of “C” in AGR 208, AGR 305, AGR 321, AGR 341, AGR 414, AGR 417, and AGR 435

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

- AGR 208 INTRODUCTION TO GEOSPATIAL INFORMATION SCIENCE.** (3, sp). Covers the basic principles of remote sensing, global positioning system and geographic information systems. It also introduces the application of GIS in diverse fields. Two hours lecture and one two hour laboratory.
- AGR 305 WILDLIFE DAMAGE MANAGEMENT.** (3, sp). An overview of wildlife as misplaced resources; wildlife damage and its measurement; social, ethical and human dimensions of damage management; present management practices; research on future management alternatives. Two hours lecture and one two hour laboratory.
- AGR 321 WILDLIFE POLICY AND LAW.** (3, sp, even). Students will be provided with historical and legal perspectives of the current state, national, and international policies governing our natural resources and the agencies responsible for implementing those policies. Three hours lecture.
- AGR 341 PRINCIPLES AND PRACTICE OF FORESTRY.** (3, fa, odd). Principles and practical aspects of forestry, including silviculture, tree and stand measurements, forest fires and protection, restoration, and conservation. Two hours lecture and one two hour lab. Prerequisite: AGR 202.
- AGR 414 SOIL, WATER, AND AIR CONSERVATON/MANAGEMENT.** (3, sp). Practical aspects of contemporary methods of conservation and management of soil, water, and air quality. Two hours lecture and one two hour lab. Prerequisite: AGR 211.
- AGR 417 WILDLIFE CONSERVATION.** (3, sp, odd). Basic principles and practices of wildlife conservation; special emphasis on population and habitat control. Three hours lecture and one two hour laboratory. Prerequisites: BIO 103 and 104L.
- AGR 435 WETLANDS MANAGEMENT.** (3, fa, even). A comprehensive presentation of biological, physical, chemical, and ecological aspects of major wetland types in North America. Two hours lecture and one two-hour laboratory. Prerequisites: CHM 101, GIS 208, and AGR211.



# Pre-Professional Training

## Pre-Veterinary Medicine

A strong high school background in biology, chemistry, mathematics and physics is highly beneficial for those interested in pursuing veterinary medicine as a career. The rigorous university curriculum is designed to allow students to meet the 60 hour minimum requirement for application to the College of Veterinary Medicine at the University of Missouri-Columbia.

Students completing 1) the courses outlined below, and 2) the Veterinary College Admission Test (VCAT) within three years of application and receiving a minimum score of 20 are eligible to apply. However, most students admitted to each freshman class in veterinary school have completed their Bachelor of Science degrees. The majority of these students have majored in Agriculture (Animal Science) or Biology.

Non-academic activities are also important criteria for acceptance with a minimum 40 hours required observance of veterinarian(s) actively engaged in clinical work. Additional public activities are highly recommended. For additional information, contact the Department of Agriculture at 573-681-5382.

## Required courses

6 hours composition	ENG 101 and 102	
3 hours of college algebra	MAT 113	
8 hours of inorganic chemistry	CHM 101 and 102	
5 hours of organic chemistry with a lab		CHM 301 and 302 plus CHM 303
3 hours of biochemistry	CHM 306	
5 hours of non-calculus based physics	PHY 101 and 102	
10 hours of biological science		
Choose from the following: Principles of Biology with Lab, Genetics and Microbiology		
10 hours of social science or humanities		
10 hours of electives, for example, nutrition, reproductive physiology, etc.		

# **COLLEGE OF ARTS AND SCIENCES**

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**Jennifer Benne, Ph.D., Dean**

312 Damel Hall

(573) 681-5178

**DEPARTMENT OF HUMANTIES AND COMMUNICATION**

110 Martin Luther King Hall

(573) 681-5280

**DEPARTMENT OF SCIENCE, TECHNOLOGY, AND MATHEMATICS**

131 Founders Hall

(573) 681-5120

**DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES**

206 Founders Hall

(573) 681-5145

**DEPARTMENT OF MILITARY SCIENCE**

106 Soldiers Hall

(573) 681-5346

**AREA OF LIBRARY AND INFORMATION SCIENCES**

Page Library

(573) 681-5518

# **HUMANITIES AND COMMUNICATION**

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## **Faculty**

Bryan Salmons, Associate Professor, English, Department Head

Bruce Ballard, Professor, Philosophy

Jane Frazier, Professor, English

Noel Heermance, Professor, English

Laurence Rohrer, Professor, Philosophy

David Nyaberi, Associate Professor, Art

Eli Burrell, Assistant Professor, English

James Crow, Assistant Professor, Art

Michelle Gamblin-Green, Assistant Professor, Music

Rhonda Harper, Assistant Professor, Music

Matthew McGraw, Assistant Professor, English

Brandon Semler, Assistant Professor, Speech and Theatre

William Sites, Assistant Professor, Journalism

Jessie Adolph, Instructor, English

Essex Garner, Instructor, Art

Gloria Williams, Instructor, Foreign Languages

Michelle Wilson, Instructor, English

## **Degrees Offered**

Bachelor of Arts in

- English
- Journalism

Bachelor of Science in

- Art
- Journalism

Bachelor of Science in Education

- Art
- English

## **Minors:**

Art

English

Journalism

Philosophy

Spanish

Speech and Theatre

## **Music Ensembles**

Band

Choir

Vocal Ensemble

# ART

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**Associate Professor:**

Nyaberi, David

**Assistant Professors:**

Crow, James

**Instructor:**

Garner, Essex

## **Mission**

The art program provides a positive environment where students can explore their own creativity and freely express themselves through art. Students will have the opportunity to improve their artistry by honing their technical, analytical and writing skills. The faculty are committed to helping students explore and perfect the individual expression of their own identities as artists and persons, according to their abilities and interests.

A thorough and varied curriculum offers a solid base for careers in art education, commercial design, studio art, or graduate study. Courses in drawing, painting, water color, commercial art, design and color theory, ceramics, jewelry, fibers, sculpture, art history, printmaking and art education are offered.

Students make a serious commitment to their art and routinely participate in local, state, and national art competitions. Over the past ten years, Lincoln University art majors have won an average of 30 awards per year in various art competitions.

Art students will be able to take advantage of the MAC computer lab with terminals for each student, color printers, color scanners, and some of the latest software for design, illustrating, photo imaging and photo editing.

## **Degrees Offered**

Bachelor of Science with a major in Art

Bachelor of Science in Education with a major in Art

## **Objectives**

Upon completion of degree requirements in the Art program at Lincoln University, each student should be able to demonstrate the following:

1. A mastery of art content necessary to be a competent and effective teacher of art, a studio artist and/or a commercial artist
2. Technical skills which are adequate to meet the needs of artistic self-expression
3. The ability to analyze art and to form and defend evaluative judgments of art;
4. Knowledge of historical and stylistic periods of art history
5. Highly developed skills in oral and written communication
6. An understanding of health and safety concerns relative to art involvement; and
7. The necessary background to be successful at the graduate level

## **Assessment Program**

Assessment measures allow students and faculty to determine whether students have met the objectives of the program. The art faculty has spread its assessment measures throughout the degree programs so that students can receive on-going reports of their progress and follow-up advice. The portfolio and Senior Show are the ultimate measures of the student's and the program's success. These are evidence of a collection of four or more years of work, and not a final project. Art Education majors will also take the PRAXIS II exam.

## **Required Courses**

**Major:** B.S. in Art

A minimum grade of "C" in ART 104, 107, 108, 207, 208, 301, 307, 308, 309, 310, 322, 323, 330, 331, 421, 422 and 423.

**Major:** B.S. in Art Education

A minimum grade of "C" in ART 104, 107, 108, 203, 206, 207, 208, 307, 308, 310, 322, 323, 330, 421, 422, and 423.

**Minor:** A minimum grade of "C" in ART 104, 107, 108, 307, 308, 322 and 330. A teaching minor in Art must also include ART 203 (3 credithours).

## **Regulations**

1. No art major or art minor will be permitted to enroll in any art course for which he/she has not met the prerequisites.
2. Special students may enroll in advanced art courses with the consent of the Art faculty, provided they can show evidence of having developed basic skills in art.
3. At the discretion of the teacher in charge, projects done by students in art classes may be retained for display purposes until after the Annual Student Art Exhibit in the spring semester.
4. All work entered in the Annual Student Art Exhibit must have been done under the supervision of the Art Unit faculty.
5. All art majors are required, without exception, to present a Senior Art Exhibit (of at least 20 works) as partial fulfillment of the requirements for the B.S. degrees in Art. A portfolio review must be satisfactorily completed at least thirty days prior to the scheduled opening of the exhibit.
6. One re-enrollment for additional credit is permitted in designated studio courses in which the student has received a grade of "C" or better, and for which the student has permission of the instructor and department head.
7. Students will be required to provide basic art materials for studio courses.

## **Computer Skills Requirement**

Upon completion of the Art and/or Art Education programs at Lincoln University, the student will have gained a basic understanding of the Macintosh computer and also be able to demonstrate basic competency in the use of various software programs including drawing, page layout, and photo editing.

Students will have the opportunity to gain the necessary computer knowledge and skills through participation in department sponsored/presented workshops and successful completion of the departmental computer intensive course ART 207 (and other computer intensive courses, as designated). Students will also have opportunities to develop computer skills in other art courses which require some use of the computer.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and art advisors have information about projected course offerings for a semester/year.

- ART 100 INTRODUCTION TO ART.** (3, fa, sp). An introduction to the visual arts including the study of the elements, principles, media, techniques and critical appreciation. (Satisfies a humanities requirement of general education.)
- ART 104 THEORY OF DESIGN AND COLOR.** (3, sp, LF). A studio course dealing with the elements and principles of design. Emphasis on two-dimensional composition, craftsmanship, expressive skills and color theory. Five hours per week, 1 lecture and 4 studio.
- ART 107 DRAWING I.** (3, fa, LF). A studio course in drawing. A selection of methods and media will be introduced. Emphasis will be on developing skills in composition, perspective, value, volume, craftsmanship, and working from observation. Five hours per week.
- ART 108 DRAWING II.** (3, sp, LF). Advanced studio course in drawing. A continuation of Drawing I. Emphasis on developing individual areas of strength and interest. Five hours per week. Prerequisite: ART 107.
- ART 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May re-enroll as topic changes. May not be used as a general education requirement.
- ART 203 ELEMENTARY ART EDUCATION** (1, fa, sp) or **ELEMENTARY ART EDUCATION AND OBSERVATIONS.** (3, fa, sp). Art education history, philosophy, stages of development, teaching methods, classroom management, and organization of materials. In addition, the enrollment for 3 credit hours will include observations in a variety of actual classroom settings for 16 one-hour periods. Four or five hours per week. Co-requisite: Should be taken concurrently with EDU 204 and SE 221.
- ART 205 AFRICAN AMERICAN ART HISTORY.** (3). A survey of African American art and artists from the colonial period to the present. The course will consider the social, political, cultural, as well as the artistic development of the artists.
- ART 206\* FIBERS.** (3, LF). An introductory course in fibers stressing various processes which include the following units: weaving, surface design, and papermaking. Five hours per week. Prerequisite: ART 104.
- ART 207\* BASIC COMMERCIAL DESIGN.** (3, fa, LF). Introduction to problems and practices in commercial art: layouts, basic lettering and advertising designs. Five hours per week. Prerequisite: ART 104.
- ART 208\* WATER COLOR PAINTING.** (3, LF). A beginning course in water color painting. Five hours per week. Prerequisites: ART 104 and 108.
- ART 301\* FIGURE DRAWING.** (3, LF). A course in drawing the human figure from life. Five hours per week. Prerequisite: ART 108.
- ART 303 GRAPHIC DESIGN II.** (3, sp). Intermediate course in page layout techniques and graphics-related software. Students in this course will assist in the layout and design of *Arts & Letters*, the student art and literature journal. Prerequisite: ART 207.
- ART 307\* JEWELRY.** (3, LF). An introductory course in design and execution of jewelry. Five hours per week. Prerequisite: ART 104.

- ART 308 CERAMICS I.** (3, 3rd semester, LF). An introductory course in ceramics. Five hours per week.
- ART 309\* CERAMICS II.** (3, 3rd semester, LF). An advanced course in ceramics stressing the potter's wheel. Five hours per week. Prerequisite: ART 308.
- ART 310\* PRINTMAKING.** (3, LF). An introductory course involving various printmaking processes. Five hours per week. Prerequisites: ART 104 and 108.
- ART 322 PAINTING I.** (3, fa, LF). A basic course in painting. Five hours per week. Prerequisites: ART 104 and 108.
- ART 323\* PAINTING II.** (3, sp, LF). An advanced course in painting. Five hours per week. Prerequisite: ART 322.
- ART 330 HISTORY AND APPRECIATION OF ART.** (3, sp). A survey course covering prehistoric art through the Renaissance movement. This course is designated writing intensive. (Satisfies a humanities requirement of general education.)
- ART 331 TWENTIETH CENTURY ART.** (3, fa). A survey course covering the major art movements dating from the 14th century through the 20th century. (Satisfies a humanities requirement of general education.)
- ART 401 GRAPHIC DESIGN III.** (3, fa). An advanced design course emphasizing more advanced development of graphics-related products including page layout, animation and packaging design. Prerequisite: ART 207 and ART 303.
- ART 421\* FIGURE PAINTING.** (3, LF). An advanced course in painting from the live model. Five hours per week. Prerequisites: ART 301 and 323.
- ART 422\* SCULPTURE.** (3, 3rd semester, LF). A basic course in sculpture. Five hours per week. Prerequisites: ART 104 and 108.
- ART 423\* ADVANCED TECHNICAL PROBLEMS.** (3, fa, sp, LF). A culminating course in art based on experiences and skills acquired during the freshman, sophomore, and junior years. A senior exhibit is required as a part of this course. Prerequisite: All required art courses in the art sequence prior to the senior year.
- ART 475 SPECIAL TOPICS IN ART AND ART EDUCATION.** (1-5). Selected topics in art and art education dealing with special subjects of professional interest (studio skills, current practices, developmental processes, commercial uses, etc.).
- ART 498I\* ART INTERNSHIP.** (3). This course is designed to offer art majors the opportunity to gain valuable work experience as they learn. Students are afforded the opportunity to put into practice the knowledge obtained in the classroom.

\*Repeatable Courses

**Degree Pathway  
Leading to a Bachelor of Science in Art**

	<b>Semester 1</b>	<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. & Rhet II	3
MAT 115	or General Ed. Math	3	ART 108	Drawing II	3
PED 111	Pers. & Comm Health	2	ART 104	Theory of Design & Color	3
ART 107	Drawing I	3	ENV 103	Intro to Environmental Science	3
PSY 101	Gen Psychology	3	ENV 104L	Lab	1
ENG 101	Comp. & Rhet I	3	MUS 205	Music of Black Americans	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>16</b>

	<b>Semester 3</b>	<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
ART 207	Basic Commercial Design	3	SPT 209 or MUS 200	Intro to Theatre or World of Music	3
SA 202 or SA 201	Intro to Sociology or Intro to Anthropology	3	PSC 203	American National Government	3
SPT 206	Fund of Speech	3	ART 208	Watercolor	3
BIO 103 or PHY 103	Principles of Biology or Earth Science	3	ART 323	Painting II	3
ART 322	Painting I	3	ART 308	Ceramics I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

	<b>Semester 5</b>	<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
HIS 101	World Civ I	3	ART 309	Ceramics II	3
ART 301	Figure Drawing	3	ART 310	Printmaking	3
ART 307	Jewelry	3	Minor or Elective		3
ART 330	History & Art Appreciation of Art	3	ART 331	Twentieth Century Art	3
Upper PED	Division Elec. Or Minor Activity	3 1	ART 422	Sculpture	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>

	<b>Semester 7</b>	<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
ART 423	Adv. Tech Problems	3	ART 422	Sculpture	3
ART 421	Figure Painting	3	Minor	(Upper Division)	9
ART 205 or Cultural Div	African American Art History or Cultural Diversity	3	ART Elective		3
	Minor or Electives	6			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -122**



# ENGLISH

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## **Professors:**

Heermance, Noel

## **Associate Professor:**

Salmons, Bryan

## **Assistant Professors:**

Burrell, Eli

McGraw, Matthews

## **Instructors:**

Adolph, Jessie

Wilson, Michelle

## **Mission**

The English area offers programs based on the belief that language shapes our world, enabling us to think and express our ideas, allowing us to collaborate with others, and preparing us to meet the challenges of the 21<sup>st</sup> century. The faculty endeavor to impart this philosophy to our majors and to provide them with the background knowledge and the skills necessary for them to embark on careers or enter graduate school. Equally important, we seek to foster in our majors an understanding and appreciation of the disciplines in which they complete degrees.

## **Degrees Offered**

Bachelor of Arts with a major in English, emphasis in literature

Bachelor of Arts with a major in English, emphasis in creative writing

Bachelor of Science in Education with a major in English

## **Objectives**

All students completing the English degree programs will be able to:

1. analyze, critique, and interpret canonical and other works of literature
2. write a variety of essays in standard English, without patterns of errors, on topics in language and literature

All students completing the B.A. in English with an emphasis in literature will be able to:

1. demonstrate a broad knowledge of major works of literature in English and an understanding of their contexts
2. demonstrate an understanding of the history, structure, and linguistic variation of the English language

All students completing the B.A. in English with an emphasis in creative writing will be able to:

1. identify and use the fundamental techniques of poetry, fiction, and drama
2. compose poetry, or fiction, or drama and prepare those compositions for publication

All students completing the B.S. Ed. with a major in English will:

1. compare favorably in knowledge of English education with students completing a similar program nationally
2. be able to choose, organize and deliver appropriate content for secondary English language arts classes
3. be able to demonstrate an understanding of the history, structure, and linguistic variation of the English language

## Assessment Program

Assessment measures allow students and faculty to determine whether students have met the objectives of the program. For the various English degrees, the primary measure of assessment is the portfolio, a collection of papers reflecting the work students do in the major courses. Further explanation of the portfolio and the process for evaluation is contained in the *Handbook for Majors*, given to every student who declares English as a major. The portfolio is a requirement for graduation. All students seeking a degree in English must receive a rating of “Pass” or higher on the portfolio in order to meet this requirement. Portfolio committees meet once per semester. Students who receive a “Fail” rating may resubmit their portfolios the following semester.

### Other Assessment Measures

1. Literature and creative writing students will take the ETS Literature in English standardized test.
2. Students completing the B.S. Ed. will take the Praxis II (a standardized exam) and complete an education portfolio.

## Computer Skills Requirement

Upon completion of an English program at Lincoln, students will have gained basic skills in word processing, electronic mail, and Internet usage. Students will gain necessary computer skills through successful completion of ENG 316 (and other computer-assisted courses, as designated).

## Required Courses

A minimum grade of "C" is required in all English courses for the major or minor.

- Major:** B.A. in English with Emphasis in Literature (42 hours)  
ENG 200, 307, 308, 310, 311, 316, 320 or 417, 325, 401, 405 or 409, 410 or 413, 404 or 411, 416, 419.
- Major:** B.A. in English with Emphasis in Creative Writing (42 hours)  
ENG 200, 271, 316, 307 or 308, 310 or 311, 401, 404 or 411, 405 or 409, 320 or 417, 340 or 416, two 300-level workshops, one 400-level workshop, and 474. ENG 330 (Prosody) may be substituted for one 300-level workshop.
- Major:** B.S.Ed. in English (42 hours)  
ENG 200, 307, 308, 310, 311, 316, 320 or 417, 325, 401, 405 or 409, 404 or 411, 416, 419, 490.
- Minor:** English with Emphasis in Literature (21 hours)  
ENG 200, 307 or 308, 316, 310 or 416 or 417, 325 or 335, 310 or 311, and one literature elective.
- Minor:** English with Emphasis in Creative Writing (21 hours)  
ENG 200, 271, 375 or 376 or 377 or 378, 475 or 476, 409, 404 or 411, and one elective literature course.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and English faculty advisors have information about projected course offerings for a semester/year.

- RDG 175 Lifetime of Literacy.** (3). This course is designed to introduce college students to reading and critical thinking skills needed to be successful through the duration of their college career and their future professional development. A Lifetime of Literacy will enhance students' academic performance for other college courses for which they are currently underprepared, as indicated by their performance on the ACT reading scores. Placement in RDG 175 is predicated on an ACTE score of 17 or lower.
- ENG 101 COMPOSITION AND RHETORIC I.** (3). A writing course that focuses on personal, descriptive, and narrative types of essay writing. Prerequisite: For those who scored a 17 or less on the ACTE, RDG 175. For those entering with an ACTE of 18 or better, none.
- ENG 102 COMPOSITION AND RHETORIC II.** (3). A writing course that focuses on argumentative and persuasive writing, with a limited introduction to research and the fundamentals of literary analysis. Prerequisite: grade of "C" or higher in ENG 101. This course, completed with a minimum grade of "C," is a prerequisite to any higher-numbered English course except ENG 151H-152H.
- ENG 151H HONORS COMPOSITION AND RHETORIC I.** (3). A writing course utilizing a variety of texts and non-traditional methods to reach the gifted learner. Expository writing is stressed. Prerequisite: English ACT subscore of 24 or above or permission of instructor.
- ENG 152H HONORS COMPOSITION AND RHETORIC II.** (3). A continuation of ENG 151H, stressing analytical and research assignments. Prerequisite: grade of "C" or higher in ENG 101 or ENG 151H and permission of instructor.
- ENG 101-102 or ENG 151H-152H, with minimum grade of "C,"  
are prerequisites for all other English courses.**
- ENG 200 INTRODUCTION TO LITERATURE.** (3). A study of the major literary genres (fiction, poetry, drama) with the aim of developing in the student the ability to read imaginative writing critically with understanding and appreciation.
- ENG 271 INTRODUCTION TO CREATIVE WRITING.** (3). An introductory course in writing poetry and short stories focusing on students' own writing. Students learn to give and receive constructive criticism on creative work.
- ENG 272 WRITING FOR SUBMISSION.** (1). Students will prepare their creative and academic work for submission to magazines, journals and conferences; write query and submission letters; write letters of application and statements of purpose for graduate school.
- ENG 301H HONORS INTRODUCTION TO LITERATURE.** (3). Intensive study of major literary genres (fiction, poetry, drama) with the aim of expanding student appreciation and critical reading/writing skills. May focus on a topic or theme.
- ENG 307 AMERICAN LITERATURE THROUGH 1865.** (3). The development of American literature through the Civil War. Features the various American subcultures, including those of African Americans and women, that have produced major forms and works, and focuses upon a greater aesthetic understanding of the salient literature of the period.

- ENG 308 SURVEY OF AMERICAN LITERATURE: 1865-PRESENT.** (3). The development of American literature from the Civil War to the present. With an emphasis on major works, including those of African Americans and women, this course traces the maturation of American literature through the Modernist period and beyond.
- ENG 310 SURVEY OF ENGLISH LITERATURE I.** (3). The development of English literature through the sixteenth century. Emphasis on major forms and works.
- ENG 311 SURVEY OF ENGLISH LITERATURE II.** (3). A study of English literature from the Age of Reason through Modernism with emphasis on major writers and literary trends and types. Reading of primary texts will be stressed.
- ENG 312H VIRGINIA WOOLF AND HER WORKS.** (3). Focuses on selected novels, essays, memoirs, letters, diaries by Virginia Woolf; and plays, novels, films about Woolf, using a variety of critical approaches. This course is designated writing intensive.
- ENG 314H FILM AND FICTION.** (3). A study of film and literature in varied genres, such as Romance, Drama, Mystery, Science Fiction, The Western, and Comedy. Examples include classic and contemporary examples of film and fiction.
- ENG 316 WRITING AND RESEARCH.** (3). Students will develop their writing and research skills through practice with writing analytical essays and research papers. Guided practice in research methods, source evaluation, critical analysis, and documentation style. This course is designated writing intensive.
- ENG 320 MASTERPIECES OF WORLD LITERATURE.** (3). Focuses on reading and appreciation of various ethnic, regional, and national literatures (not including British and American literature). Students will examine different genres, periods, and literatures of diverse geographies.
- ENG 325 GRAMMAR** (3) An intensive study of the conventions governing grammar in English.
- ENG 330 PROSODY** (3). Focuses on the traditions of prosodic craft in the history of English verse.
- ENG 335 HISTORY OF THE ENGLISH LANGUAGE.** (3). A study of the development of the English language from Anglo Saxon to the present.
- ENG 340 WOMEN AND LITERATURE.** (3). A study of representative stories, novels, poems, essays and memoirs by nineteenth and twentieth century American, European, African, and Asian women writers.
- ENG 343 INTRODUCTION TO FOLKLORE.** (3). Focuses on folklore as a genre. Students will explore samples from African, African American, Native American and European traditions, among others. Students will become familiar with the terminology of the genre and will complete a project involving the collection of folk material.
- ENG 370H HONORS SPECIAL TOPICS IN LITERATURE.** (3). Concentrated study of a specific topic to be listed in course schedule. Provided that different material is covered, course may be repeated for a maximum of six credit hours.

- ENG 375 FICTION WRITING WORKSHOP.** (3). Short fiction writing. Focus is on students' writing. Students learn to give and receive constructive criticism on creative work. Students may re-enroll for maximum of nine hours credit. Prerequisite: ENG 101-102 or 151H-152H and ENG 271 with a minimum grade of "C."
- ENG 376 POETRY WRITING WORKSHOP.** (3). Poetry writing. Focus is on students' writing. Students learn to give and receive constructive criticism on creative work. Students may re-enroll for maximum of nine hours credit. Prerequisites: ENG 101-102 or 151H-152H, ENG 200 and ENG 271 with a minimum grade of "C."
- ENG 377 PLAYWRITING WORKSHOP.** (3). Play and script writing. Focus is on students' writing. Students learn to give and receive constructive criticism on creative work. Students may re-enroll for maximum of nine hours credit. Prerequisite: ENG 101-102 or 151H-152H and ENG 271 with a minimum grade of "C."
- ENG 378 CREATIVE NONFICTION WRITING WORKSHOP.** (3). Creative nonfiction writing. Focus is on students' writing. Students learn to give and receive constructive criticism on creative work. Students may re-enroll for maximum of nine hours credit. Prerequisite: ENG 101-102 or 151H-152H and ENG 271 with a minimum grade of "C."
- ENG 401 SHAKESPEARE.** (3). A study of the sonnets and several plays. Prerequisite: ENG 200.
- ENG 404 THE ROMANTIC MOVEMENT IN ENGLISH POETRY.** (3). Intensive study of the poetry and critical writings of key Romantics. This course is designated writing intensive. Prerequisite: ENG 200.
- ENG 405 VICTORIAN LITERATURE.** (3). Intensive reading of selected prose, drama and poetry of the period. Prerequisite: ENG 200.
- ENG 409 THE NOVEL.** (3). Examines the history, structure and criticism of the novel as a literary genre through a thematic, historic, or regional/ethnic survey of selected works. May also focus on the intensive study of a particular author or a particular literary/historical movement.
- ENG 410 DRAMA.** (3). Examines the history, structure and criticism of drama as a literary genre through a historical survey of selected works from the ancient Greeks to contemporary playwrights.
- ENG 411 MODERN POETRY.** (3). Close reading of significant works of British and American poetry, chiefly from the twentieth century. Prerequisite: ENG 200 or 310 or 311.
- ENG 413 MODERN DRAMA.** (3). Close reading of significant works of British, American and continental drama, from the mid-nineteenth century to the present.
- ENG 416 AFRICAN AMERICAN LITERATURE.** (3). Readings in the literary interpretation of the African American experience by African American authors, viewed within a comprehensive, historical context. Prerequisite: ENG 307 or 308.
- ENG 417 CLASSICAL GREEK AND ROMAN LITERATURE.** (3). Examines the literature of Ancient Greece and Rome, introducing students to the works of several Greek and Roman playwrights, poets and essayists. The course will require students to study ways in which these writers have influenced and continue to influence the western canon.

- ENG 419 LITERARY CRITICISM.** (3). Critical theories and approaches that have influenced the study of western literature. Prerequisites: ENG 200 and ENG 307 or 308 or 310 or 311.
- ENG 470 SPECIAL TOPICS IN LANGUAGE AND LITERATURE.** (1-3). Topic to be listed in course schedule. Concentrated study of a specific author, work, or topic. Prerequisite: three upper-division hours in English appropriate to the topic. Provided that different material is covered, course may be repeated for maximum of nine hours credit.
- ENG 470H HONORS SPECIAL TOPICS IN LANGUAGE AND LITERATURE.** (3). Concentrated study of a specific author, work, or topic. Topic to be listed in course schedule. Prerequisite: 3 hours upper division credit in English appropriate to topic.
- ENG 471H HONORS SPECIAL TOPICS IN CREATIVE WRITING.** (1-3). Topic to be listed in course schedule. Concentrated study of particular sub-genre of writing. Focus on students' writing. Students will receive constructive criticism on a major writing project. Prerequisite: ENG 271 and instructor's permission. Provided that different material is covered, course may be repeated for maximum of six hours credit. Prerequisite: 3 hours upper division credit in English appropriate to topic.
- ENG 473H HONORS SPECIAL TOPICS IN AFRICAN AMERICAN LITERATURE.** (1-3). Topic to be listed in course schedule. Intensive study of a period, a genre, or the works of a single author within the African American experience. Prerequisite: 3 hours upper division credit in English appropriate to topic. Provided that different material is covered, course may be repeated for maximum of six hours credit.
- ENG 474 INTERNSHIP IN EDITING AND PUBLISHING.** (3). Provides students with an opportunity to design, edit, and produce an art and literature magazine. Course may be repeated for maximum of six hours credit. Prerequisite: ENG 200 and a 300-level creative writing workshop.
- ENG 475 ADVANCED FICTION WORKSHOP.** (3). Advanced fiction writing. Focus is on students' writing. Writing and workshop experience assumed. Prerequisite: ENG 375. Course may be repeated for maximum of six hours credit.
- ENG 476 ADVANCED POETRY WORKSHOP.** (3). Advanced poetry writing. Focus is on students' writing. Writing and workshop experience assumed. Prerequisite: ENG 376. Course may be repeated for maximum of six hours credit.
- ENG 490 PROBLEMS AND PRACTICE IN THE TEACHING OF GRAMMAR AND WRITING.** (3). Approaches and applications in the teaching of grammar and writing. Students will review grammar and writing concepts, design grammar tests and writing assignments, create rubrics, and evaluate writing. Meets Missouri secondary certification requirements. This course is designated writing intensive. Prerequisite: Successful completion of ENG 101/102 and three upper-division English classes.
- ENG 498 INTERNSHIP.** (3). Provides students with an opportunity to apply their English skills in a work setting and to begin formulating a career plan. Department head consent required.

**Degree Pathway  
Leading to a Bachelor of Arts in English  
Literature Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENV 103/104L	Introduction to Environmental Science/Lab	4
LS 101	Information Literacy	1	HIS 101	World Civ I	3
PED 111	Pers. & Comm. Health	2	ENG 102	Comp/Rhet II	3
ENG 101	Comp/Rhet I	3	SPA 205	Spanish II	5
SPA 105	Spanish I	5			
MAT 115	Contemporary Math	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
ENG 200	Intro to Literature	3	ENG 308	American Lit II	3
ENG 307	American Lit. I	3	ENG 311	English Lit. II	3
ENG 310	English Lit I	3	PHY 103	Earth Science	3
HIS 205	United States History I	3	SPT 206	Fundamentals of Speech	3
PSY 101	General Psychology	3	SPA 230+	Any qualifying SPA class 230 or higher.	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
ENG 316	Writing/Research	3	ENG 320	World Literature	3
ENG 325	Grammar	3	ENG 216	African American Literature	3
S/A 201	Introduction to Sociology	3	SPT 209	Introduction to the Theatre	3
ART 330	History and Appreciation of Art	3	HIS 102	World Civ II	3
CD 200		3		Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
ENG 404	Romantics	3	ENG 401	Shakespeare	3
ENG 409	The Novel	3	ENG 410	Drama	3
ENG 419	Literary Criticism	3	PED 124	Walking	1
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
				Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>16</b>

**Total Required Hours - 121**

Symbol Guide				
*Writing Intensive	#Field Experience	+Online Course	§Hybrid Course	&8-week Course
Gen Ed. Hours:	Education Hours:	Total Hours:		

**Degree Pathway  
Leading to a Bachelor of Arts in English  
Creative Writing Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENV 103/104L	Introduction to Environmental Science/Lab	4
LS 101	Information Literacy	1	ENG 271	Creative Writing	3
PED 111	Pers. & Comm. Health	2	ENG 102	Comp/Rhet II	3
ENG 101	Comp/Rhet I	3	SPA 205	Spanish II	5
SPA 105	Spanish I	5			
MAT 115	Contemporary Math	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
ENG 200	Intro to Literature	3	ENG 308	American Lit II	3
HIS 101	World Civ I	3	ENG 375	Fiction Writing Workshop	3
ENG 310	English Lit I	3	PHY 103	Earth Science	3
HIS 205	United States History I	3	SPT 206	Fundamentals of Speech	3
PSY 101	General Psychology	3	SPA 230+	Any qualifying SPA class 230 or higher.	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
ENG 316	Writing/Research	3	ENG 475	Advanced Fiction Workshop	3
ENG 325	Grammar	3	ENG 216	African American Literature	3
S/A 201	Introduction to Sociology	3	SPT 209	Introduction to the Theatre	3
ART 330	History and Appreciation of Art	3	HIS 102	World Civ II	3
ENG 376	Poetry Writing Workshop	3		Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
HIS 203	African American History	3	ENG 401	Shakespeare	3
ENG 409	The Novel	3	ENG 474	Arts & Letters	3
ENG 476	Advanced Poetry Workshop	3	PED 124	Walking	1
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
				Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>16</b>

**Total Required Hours - 121**

Symbol Guide				
*Writing Intensive	#Field Experience	+Online Course	\$Hybrid Course	&8-week Course
Gen Ed. Hours:	Education Hours:	Total Hours:		



**Degree Pathway  
Leading to a Bachelor of Science in Education  
English Emphasis**

	<b>Semester 1</b>	<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	English II	3
ENG 101	English I	3	HIST 101/102	International History	3
	Humanities Requirement	3	PSC 203	Am National Government	3
Math 118, 119, 120	ACT Score determines math placement	3	PHY 103	Earth/Envir Science Option	3
PSY 101	General Psychology	3	ART 100	Intro to Art	3
HIS 101	World Civ I	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>

	<b>Semester 3</b>	<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
SPT 206	Speech	3	HIST 205/206	American History	3
ENG 310	English Literature I	3	ENG 320	Masterpieces of World Lit	3
			EDU 202	Observation	1
BIO 103/104L	Biology	3	EDU 251	Professional Educatory Legal and Ethical Issues	3
	Biology Lab	1			
ENG 200	Intro to Lit	3	ENG 308	American Lit II	3
ENG 307	American Literature I	3	ENG 311	English Literature II	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>

	<b>Semester 5</b>	<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
SE 221	Exceptional Child	3	ENG 401	Shakespeare	3
EDU 317	Differentiated Instr	3	ENG 416	African American Literature	3
ENG 316	Writing and Research	3	EDU 420	Reading in the Content Field	3
EDU 322	Adolescent Development	3	EDU 325	Assessment and Data Driven	3
EDU 316	Techniques in Teaching	3	PED 111	Health	2
ENG 325	Grammar	3	ENG 405/409	Victorian Literature	3
<b>TOTAL:</b>	<b>MEP should be taken</b>	<b>18</b>	<b>TOTAL:</b>		<b>17</b>

	<b>Semester 7</b>	<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
PED_	Activity	1	EDU 4	Student Teaching	12
EDU 304	Practicum 7-12	1	EDU 475	Seminar	2
ENG 404/411	Romantic Movement	3	ENG 490	Prob/Practices Teaching English	3
ENG 409	The Novel	3			
ENG 419	Literary Criticism	3			
PSC 350	U.S. Ethnic/Racial Politics				
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>17</b>

**Total Required Hours - 129**

# FOREIGN LANGUAGES

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**Assistant Professor:**

Williams, Gloria

## **Mission**

The mission of the Foreign Languages program at Lincoln University is to provide students with working knowledge of the target language enabling them to function bilingually in their daily lives and to enrich their cultural awareness and understanding in topics relevant to the regions of the world where their studied language is spoken.

## **Degree Offered**

Minor in Spanish

## **Objectives**

Students who successfully complete the degree program in Spanish or the minors in French or Spanish should demonstrate the following:

1. The ability to confidently express themselves in Spanish
2. The capacity to comprehend authentic written and spoken Spanish
3. An understanding of Spanish cultural aspects such as history, literature, music and art, and their impact on American culture and society

## **Assessment Program**

Assessment measures allow students and faculty to determine whether the students have met the objectives of the program. The Spanish faculty has devised an assessment program that measures proficiency in the five core skills of language acquisition: speaking, listening, writing, reading and culture. Assessment measures are spread throughout the degree program so that students may receive periodic reports of their progress. All students completing the minor in Spanish must complete an in house oral assessment consistent with ACTFL standards.

## **Requirements**

**Minor:** Spanish  
22 credit hours in Spanish (with 12 hours of SPA courses numbered 300 and above) with a minimum grade of “C.”

Students may complete the minor requirements on campus or abroad. For students completing the minor on campus, the following courses are required: SPA 105, 205, 230, 303, 304, 321 or 322. For students completing the minor abroad, the following courses are required: SPA 105, 205, 230, 305, 323 and an upper division elective in the target language.

## **Study Abroad**

Students pursuing a minor in Spanish or studying another foreign language at Lincoln University are strongly encouraged to complete part of their language and culture studies through international study abroad.

## **Advanced Placement and Credit in Foreign Language**

Students who have completed one or more years of foreign language study in high school may be eligible for advanced placement into FRE or SPA 205 or 303 and to receive academic credit for the prerequisite course or courses. Students must apply to the Department of English, Foreign Languages and Journalism prior to registration for advanced placement. Local placement tests will be administered by the foreign language faculty. Students who place into FRE or SPA 205 or 303 may receive full credit for the prerequisite course or courses provided that they pass the course in which they enroll with a grade of “C” or better and pay the appropriate fee for credit by examination. For details and application deadlines, contact the head of the Department of English, Foreign Languages, and Journalism.

## **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year. All courses are conducted in Spanish, unless otherwise noted.

**SPA 105 SPANISH I.** (5). Students will develop skills in the five areas of second language acquisition: speaking, listening, writing, reading, and cultural awareness. Prerequisite: Enrolled in or completed English 101 or equivalent.

**SPA 205 SPANISH II.** (5). Students will use previously acquired skills to achieve basic communicative exchanges. Upon completion of this course, students will be able to communicate successfully in interactive, task-orientated and social situations. Prerequisite: a grade of “C” or better in Spanish 105 or a satisfactory score on the placement test.

**SPA 120 ELEMENTARY SPANISH FOR TRAVELERS.** (3). This introductory course is designed to provide travelers with essential speaking skills in Spanish. Upon completing this course, participants will be able to meet their basic needs, interact with native speakers, and become acquainted with the Spanish way of life. No previous knowledge of Spanish is required.

**SPA 200 SPECIAL TOPICS.** (1-3). Organized study of selected topics. Subjects of study will vary from semester to semester. Students may re-enroll as topic changes for up to six credit hours. Prerequisite: sophomore standing or permission of instructor.

**SPA 230 INTRODUCTION TO SPANISH COMPOSITION.** (3). This course integrates the semantic and syntactic knowledge acquired in SPA 105 and 205 to provide students with an introduction to thematic writing in the target language. Prerequisite: a grade of “C” or better in SPA 205 or placement through examination.

**SPA 300 SPECIAL TOPICS.** (1-3). Organized study of selected topics. Subjects of study will vary from semester to semester. Students may re-enroll as topic changes for up to six credit hours. Prerequisite: junior standing or permission of instructor.

**SPA 303 SPANISH CONVERSATION AND COMPOSITION I.** (3). Students will develop fluency in spoken and written expression and build vocabulary through composition and discussion about everyday life in the Spanish-speaking world, particularly in professional settings. Prerequisite: a grade of “C” or better in SPA 230.

- SPA 304 SPANISH CONVERSATION AND COMPOSITION II.** (3). Students will continue to acquire flexibility in spoken and written expression. Upon completion of this course, students will be able to initiate and sustain general conversation on various topics in professional and other settings and to use written language effectively for professional and personal exchanges. Prerequisite: a grade of "C" or better in SPA 303.
- SPA 305 TOTAL IMMERSION SPANISH CONVERSATION AND COMPOSITION.** (3). While studying abroad, students will develop fluency in spoken and written expression and build vocabulary through composition and discussion in everyday life. Prerequisites: a grade of "C" or better in SPA 205.
- SPA 312 SPANISH FOR THE PROFESSIONS.** (3). A composition and conversation course designed to provide students with the skills required to function professionally in international settings. Topics will vary to include diverse fields such as business, education, nursing, criminal justice, etc. Students may re-enroll as topic changes for up to six credit hours. Prerequisite: SPA 303 or 304.
- SPA 321 LATIN AMERICAN CIVILIZATION.** (3). Students will gain an appreciation of the Latin American civilization through the study of history, literature, art, and music. No knowledge of Spanish is required. This course is taught in English. This course is designated writing intensive.
- SPA 322 SPANISH CIVILIZATION.** (3). Students will develop an appreciation of the Spanish civilization from the Moorish invasions to the modern era through the study of history, literature, art, music, and cinema. No knowledge of Spanish is required. This course is taught in English. This course is designated writing intensive.
- SPA 323 SPANISH CIVILIZATION ABROAD.** (3). While traveling in Spain or Latin America, students will reach their own understanding of the Spanish culture and gain an appreciation of the Hispanic civilization. This course is required for all students enrolled in the Study Abroad Program. This course is taught in English. Prerequisites: SPA 205.
- SPA 330 SPANISH LINGUISTICS.** (3). An overview of the history and structure of the Spanish language combined with an opportunity for advanced writing focusing on the morphology and syntax of standard modern Spanish. Prerequisite: SPA 304 or 305.
- SPA 331 HISPANIC LITERATURE SURVEY I.** (3). A study of selected fiction and non-fiction prose of Spain and Spanish America. Prerequisite: SPA 304 or 305.
- SPA 332 HISPANIC LITERATURE SURVEY II.** (3). A study of selected plays and poetry of Spain and Spanish America. Prerequisite: SPA 304 or 305.
- SPA 400 SPECIAL TOPICS.** (1-3). Organized study of selected topics. Subjects of study will vary from semester to semester. Students may re-enroll as topic changes for up to six credit hours. Prerequisite: senior standing or permission of instructor.
- SPA 412 ADVANCED PROFESSIONAL SPANISH.** (3). This course emphasizes written and oral communications in professional settings as well as translation and creation of work-related documents such as memoranda, business letters and resumes. Prerequisite: senior standing or permission of instructor.

# JOURNALISM

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**Assistant Professor:**

Sites, Will

## **Mission**

The Journalism program has dual goals in all of its degree programs. We aim to provide a liberal arts background and a set of field-specific skills for our students. We defer to the General Education program to provide that liberal arts focus. We, then, provide specific course work and laboratory experiences within the majors to provide the specific training.

## **Degrees Offered**

Bachelor of Science with a major in Journalism

## **Objectives**

All students completing the B.S. in Journalism will be able to demonstrate

1. above average newswriting skills and working knowledge of the Associated Press Style Manual
2. above average speaking skills, showing proper voice and diction
3. employability in the field through excellence in required Internship and audition tapes and portfolio of clips (samples of written newswork)

## **Assessment Program**

Assessment measures allow students and faculty to determine whether students have met the objectives of the program. The Journalism faculty has spread its assessment measures throughout the degree programs so that students can receive periodic reports of their progress and follow-up advice. Audition tapes and a portfolio are required before graduation, but these should be works in progress, by each student, throughout an academic career. Program assessment will also take place, examining audio and video tapes produced in classes and writing samples from classes and student publications, as well as exit examination results from each graduating senior.

## **Required Courses**

A minimum grade of "C" is required in English 101 and 102 for all Journalism courses numbered 200 and above.

## **Major: B.S. in Journalism**

### **Core Requirements for both the Print/Online Newswriting and Editing Track :**

A minimum grade of "C" in 45 hours of Journalism including the following: JOU 125, 135, 150, 200, 203, 250, 325, 326,, 373, 407, 418, 425, 426, 498 and 499..

**Broadcast Track** requires, with a minimum grade of "C" or better, completion of JOU 125, 135, 150, 200, 203, 300, 335, 336, 341, 373, 407, 435, 436. 498, and 499

Included with the requirements listed for one of the tracks for the B.S. is a minor or concentration of courses approved by the advisor totaling at least 12 credit hours in lieu of foreign language. Except for English 101 and 102, this concentration may include courses used to satisfy the general education requirements. Word processing competency is also required.

**Minor:** A minimum grade of "C" in 18 hours of Journalism including JOU 125, 135, 150, 200, 203, and 418, as arranged in conference with the area.

### **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and Journalism advisors have information about projected course offerings for a semester/year.

**JOU 125 VISUAL COMMUNICATION.** (3, fa). Introduction to visual communication principles and application, emphasizing photojournalism. Students will create communication material for publication consideration in the Lincoln University Clarion. Digital camera and mobile storage required.

**JOU 135 BROADCAST NEWS.** (3). News function of the electronic media. Ethical principles and practical applications of working as a broadcast journalist in a small or medium market. Hands-on training in audio or video.

**JOU 150 NEWSWRITING.** (3). Introduction to writing for journalism, both print and online. The emphasis is on reporting the news and writing it in a professional manner. Introduces ethical and legal issues facing journalism.

**JOU 200 INTRODUCTION TO MASS COMMUNICATION.** (3). A survey of the print and electronic media. Frequent written assignments, field trips, book reports. Prerequisites: ENG 101 and 102.

**JOU 203 HISTORY OF JOURNALISM.** (3). The history of American journalism from the colonial era to the present time. Major emphasis will be placed on the early American newspapers and their editors. The advent of American broadcasting will also be considered.

**JOU 250 MEDIA ETHICS**

**JOU 299 INTRODUCTION TO RADIO AND TELEVISION.** (3). An overview of the broadcasting industry, including a survey of FCC rules and regulations. Prerequisites: ENG 101-102, SPT 206, JOU 200.

**JOU 300 BROADCAST REGULATIONS AND RESPONSIBILITIES.** (3). Laws governing broadcast media and related problems. Rules and regulations set by the Federal Communications Commission and interactions between regulating agencies and media. Prerequisite: JOU 299.

**JOU 315 THE EDITORIAL PAGE.** (3). A study of the writing and display of interpretive content.

**JOU 325/ Reporter I–II.** (3). Production of a laboratory newspaper; on-line format.

**326** Reporting, writing, editing, page design and layout, photography, and distribution. How to deal with news sources, editors and fellow staff members. Accuracy and ethical behavior. Prerequisites: JOU 125 and 225, both with a "C" or better.

**JOU 335 DIGITAL NEWSROOM I.** (3). Introduction to using file-based digital systems to gather, edit and broadcast the news in practical situations to interact with sources, news directors, producers and talent. Regular newscasts will be produced. Prerequisites: JOU 135 & JOU 225, both with a "C" or better.

- JOU 336 DIGITAL NEWSROOM II.** (3). Advanced use of file-based digital systems to gather, edit and broadcast the news in practical situations to interact with sources, news directors, producers and talent. Regular newscasts will be produced. Prerequisites: JOU 135 & JOU 225, and 335 with a "C" or better.
- JOU 341 BROADCAST NEWS WRITING AND EDITING.** (3). Preparation of newscasts emphasizing live or original broadcasts and preparation for television. Word processing skills required.
- JOU 350 THE FILM AND BROADCASTING DOCUMENTARY.** (3). The documentary film in broadcasting is examined and compared with other forms of film. Exemplary films viewed and analyzed.
- JOU 370 PUBLIC RELATIONS.** (3). Techniques of communications between institutions and their publics. Field surveys and promotion problems.
- JOU 373 INVESTIGATIVE JOURNALISM.** (3). Gathering of information by journalists and other mass communicators via interviewing and using libraries and other public records to analyze current social problems, contemporary controversies, and public-interest stories. Prerequisites: JOU 135 & JOU 225, both with a "C" or better.
- JOU 396 DIRECTED STUDY.** (1-3). May be repeated to a maximum of 6 credit hours. Individual research project in the area of student's interest. A complete written report of the findings is required. Written consent of instructor required. Hours arranged.
- JOU 407 PUBLIC AFFAIRS.** (3). Learning to research, report, and write basic, in- depth interpretive and analytical stories focusing on governmental entities for print, broadcast, and online media. Requires news coverage outside of class. Prerequisites: JOU 135 & JOU 225, both with a "C" or better.
- JOU 418 MASS MEDIA LAW** (3). Court decisions and legislation affecting publications and broadcasts, with emphasis on libel, privacy, copyright, privilege, contempt, and administrative controls. Pre-requisites JOU 135 & JOU 225, both with a "C" or better.
- JOU 425 NEWS EDITOR I.** (3). Service as editor of student publication. Prerequisite: JOU 325, 326, both with a "C" or better, and permission of instructor.
- JOU 426 NEWS EDITOR II.** (3). Service as editor of student publication. Prerequisites: JOU 325, 326, and 426, each with a grade of "C" or better, and permission of instructor.
- JOU 475 TOPICS IN MASS COMMUNICATIONS.** (1-3). Students undertake a project designed to develop competence in a selected area of practical and theoretical problems in the field. Senior status required.
- JOU 435 NEWS PRODUCER I.** (3). Introduction to student news production, including stacking news, editing scripts, loading teleprompter, character generator, file servers, and importing graphics and stills. Regular newscasts will be produced in these classes. Prerequisite: JOU 335, 336, and permission of instructor.
- JOU 436 NEWS PRODUCER II.** (3). Advanced student news production, including stacking news, editing scripts, loading teleprompter, character generator, file servers, and importing graphics and stills. Regular newscasts will be produced in these classes. Prerequisite: JOU 335, 336, 496, and permission of instructor.

**JOU 498 MEDIA INTERNSHIP.** (3). This course is designed to give the student an opportunity to function in a professional capacity. Each student will be required to complete a minimum of 150 hours at a designated facility.

**JOU 499 JOURNALISM CAPSTONE.** (3). This course emphasizes employment search protocol. Students will explore skills and materials that are industry- specific for job searching. Web, print, and electronic media will be included. Prerequisite: Senior standing as a Journalism major or written permission of instructor.



**Degree Pathway  
Leading to a Bachelor of Science in Journalism  
News/Editing Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENV 103/104L	Introduction to Environmental Science/Lab	4
LS 101	Information Literacy	1	PED 111	Pers. & Comm. Health	2
ENG 101	Comp/Rhet I	3	HIS 101	World Civ I	3
JOU 150	Newswriting	3	ENG 102	Comp/Rhet II	3
JOU 125	Visual Comm	3	JOU 135	Broadcast News	3
MAT 115	Contemporary Math	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
JOU 200	Mass Comm	3	JOU 203	History/JOUR	3
JOU 250	Ethics	3		Elective/Minor Requirement	3
S/A 201	Introduction to Sociology	3	PHY 103	Earth Science	3
HIS 205	United States History I	3	SPT 206	Fundamentals of Speech	3
PSY 101	General Psychology	3	ART 100	Intro/Art	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
JOU 325	News Reporting I	3	JOU 326	News Reporting II	3
JOU 373	Information Gathering	3		Elective/Minor Requirement	3
	Elective/Minor Requirement.	3		Minor Requirement	3
MUS 200	World/Music	3	HIS 102	World Civ II	3
	Minor Requirement	3	JOU 498	Internship	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
PSC 350	U.S. Ethnic/Rac Pol	3	JOU 426	News Editor II	3
JOU 407	Public Affairs	3	JOU 499	Capstone	3
JOU 418	Law	3	PED 124	Walking	1
JOU 425	News Ed I	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>18</b>	<b>TOTAL:</b>		<b>16</b>

**Total Required Hours - 123**

Symbol Guide

<sup>^</sup>Writing Intensive  
Gen Ed. Hours:

<sup>#</sup>Field Experience  
Education Hours:

<sup>+</sup>Online Course  
Total Hours:

<sup>\$</sup>Hybrid Course

<sup>&</sup>8-week Course

**Degree Pathway  
Leading to a Bachelor of Science in Journalism  
Broadcast Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENV 103/104L	Introduction to Environmental Science/Lab	4
LS 101	Information Literacy	1	PED 111	Pers. & Comm. Health	2
ENG 101	Comp/Rhet I	3	HIS 101	World Civ I	3
JOU 150	Newswriting	3	ENG 102	Comp/Rhet II	3
JOU 125	Visual Comm	3	JOU 135	Broadcast News	3
MAT 115	Contemporary Math	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
JOU 200	Mass Comm	3	JOU 203	History/JOUR	3
JOU 250	Ethics	3		Elective/Minor Requirement	3
S/A 201	Introduction to Sociology	3	PHY 103	Earth Science	3
HIS 205	United States History I	3	SPT 206	Fundamentals of Speech	3
PSY 101	General Psychology	3	ART 100	Intro/Art	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
JOU 335	DIG Newsroom I	3	JOU 336	DIG Newsroom II	3
JOU 373	Information Gathering	3	JOU 345	Online Media	3
JOU 300	Broadcast Reg/Responsibilities	3		Minor Requirement	3
MUS 200	World/Music	3	HIS 102	World Civ II	3
	Minor Requirement	3	JOU 341	Broad News/Editing	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
PSC 350	U.S. Ethnic/Rac Pol	3	JOU 436	News Prod II	3
JOU 498	Internship	3	JOU 499	Capstone	3
JOU 418	Law	3	PED 124	Walking	1
JOU 407	Report/Pup. Affairs	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
	Elective/Minor Requirement	3		Elective/Minor Requirement	3
<b>TOTAL:</b>		<b>18</b>	<b>TOTAL:</b>		<b>16</b>

**Total Required Hours - 123**

Symbol Guide

\*Writing Intensive  
Gen Ed. Hours:

#Field Experience  
Education Hours:

+Online Course  
Total Hours:

<sup>S</sup>Hybrid Course

<sup>&</sup>8-week Course

# MUSIC

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**Assistant Professors:**  
Gamblin-Green, Michelle  
Harper, Rhonda

## **Mission**

The music program strives to enhance the lives of Lincoln University's student population and the general population of Jefferson City by presenting student recitals and programs by band and choral ensembles in a variety of musical and cultural settings. These events are free and open to the public.

## **Course Descriptions**

**MUS 200 THE WORLD OF MUSIC.** (3). The study of music from around the world, including European classical music of selected eras. Selected readings and listening to live and recorded music are required. Designed for non-music majors. (Satisfies a humanities requirement of general education.)

**MUS 203 FUNDAMENTALS OF MUSIC.** (1). A course for elementary education students presenting the rudiments of music, elementary ear training, tonal and rhythmic problems and terminology.

**MUS 205 MUSIC OF BLACK AMERICANS.** (3). An historical and analytical survey (performance practices and compositional trends) of jazz, ragtime, sacred music (spirituals and gospel), secular folk songs, rhythm and blues, etc., emanating from the Black experience. (Satisfies a humanities requirement of general education.)

## Ensembles

Opportunities for the development of performance skills are provided through participation in musical organizations.

- MUS 299B/299C/299OR** **BAND, CHOIR, ORCHESTRA.** (1 each). Required major ensemble for freshman and sophomore instrumental, keyboard or vocal music majors (four consecutive semesters). May also be taken by non-majors.
- MUS 299** **VOCAL ENSEMBLE.** (1). Performance experience in jazz, popular, classical and gospel musical styles. Off-campus touring required. Three class meetings per week. Prerequisite: Permission of the department head and the ensemble director. May re-enroll for a maximum of 4 credits.
- MUS 299J** **JAZZ ENSEMBLE.** (1 each). Performance experience in opera or jazz. May be taken by freshman and sophomore students with strong musical skills. May re-enroll for a maximum of 4 credits.
- MUS 499B/499C/499OR** **BAND, CHOIR, ORCHESTRA.** (1-2 each). Required experience for junior and senior instrumental, keyboard or vocal music majors (three consecutive semesters). May also be taken by non-majors. May re-enroll for a maximum of 8 credits. Permission of the department head and ensemble director required to enroll for 2 credits.
- MUS 499E** **JAZZ ENSEMBLE.** (1-2 each). Performance experience in opera or jazz. May be taken by junior and senior students with strong musical skills. May re-enroll for a maximum of 8 credits.
- MUS 499** **VOCAL ENSEMBLE.** (1-2). Performance experience in jazz, popular, classical and gospel musical styles. Off-campus touring required. Three class meetings per week. Prerequisite: Permission of the department head and the ensemble director. May re-enroll for a maximum of 8 credits.

# PHILOSOPHY

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## **Professors:**

Ballard, Bruce  
Rohrer, Laurence

## **Mission:**

The mission of the Department of History, Political Science and Philosophy is to attract, educate, challenge and inspire a diverse population of intellectually curious students within the context of an open enrollment institution. The department provides student-centered learning, integrating teaching, research, and service. The department offers relevant, high quality undergraduate and select graduate programs that prepare students for careers and lifelong learning.

## **Objectives**

Students successfully completing the minor program in Philosophy will have acquired the following understandings and skills:

1. Competence as critical thinkers, readers, writers, and speakers;
2. Familiarity with the traditional areas of philosophy (logic, ethics, epistemology and metaphysics);
3. Acquaintance with the historical development of philosophy from the ancient world to the present;
4. The use of philosophical methods and concepts within applied fields, such as political theory, health care ethics, philosophy of education, etc.;
5. A sensitivity to philosophical assumptions that underlie human experience, history and culture.

## **Required Courses**

**Minor:** Eighteen hours in philosophy, with a minimum grade of "C," including at least 6 hours in upper division courses.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and philosophy advisors have information about projected course offerings for a semester/year.

### Group I: General Education

**PHI 101 PRINCIPLES OF REASONING.** (3). Analysis of argument, detection of fallacies, meaning and definition, formal deduction and induction, with emphasis on practical applications.

**PHI 102 INTRODUCTION TO PHILOSOPHY.** (3). Acquaints the student with some problems and methods of philosophic inquiry.

**PHI 201 MAJOR RELIGIONS OF THE WORLD.** (3). Compares and contrasts concepts of ultimate reality, the world of sense, human nature and religious morality of major Eastern and Western religions, including Hinduism, Buddhism, Islam, Christianity and modern secularism.

**PHI 203 ETHICS.** (3). Nature of moral problems and some alternative methods for their solution. Emphasis will be placed on applications to personal and social issues.

**PHI 203H HONORS ETHICS.** (3). An exploration of Western and non-Western approaches to ethics for Lincoln University honors students. Special emphasis is given to applied ethics and the perspectives of different cultures and ethnicities on important moral issues of our time.

**PHI 204 POLITICAL PHILOSOPHY.** (3). Philosophical foundations of democracy and major criticisms. Applications to current issues will be stressed.

### Group II: Upper Division Service

**PHI 303 HEALTH CARE ETHICS.** (3). Examination of value conflicts which arise in modern medicine in such areas as reproduction, death and dying, the patient-professional relationship, human experimentation, and health care economics. Prerequisite: Sophomore standing or permission of instructor. This course is designated writing intensive.

**PHI 304 BUSINESS ETHICS AND SOCIETY.** (3). This course considers classical theories of ethics and economic justice and their application to such issues as confidentiality, corporate truth telling, corporate social responsibility, environmental preservation, and global economic relationships. Prerequisite: Concurrent enrollment or prior completion of ENG 102 or 152H and junior or senior standing or permission of the instructor.

**PHI 306 MOVEMENTS IN PHILOSOPHY.** (3). A concentrated study of specific philosophers or a specific development in the history of philosophy. Provided that different material is covered, the course may be taken for credit twice. Prerequisite: Sophomore standing or permission of instructor.

**PHI 307 PROBLEMS IN PHILOSOPHY.** (3). A concentrated study of a specific philosophical problem or theory. Provided that different material is covered, the course may be taken for credit twice. Prerequisite: Sophomore standing or permission of instructor.

**PHI 308 PHILOSOPHY OF SCIENCE.** (3). Study of the historical development and logical structure of scientific theories. Relations between science and

values will be considered. Required of students in science education. Prerequisite: Fulfillment of Area 5: Natural Science Studies, General Education requirements.

**PHI 309 PHILOSOPHY OF HUMAN NATURE.** (3). This course examines some of the most influential ancient and contemporary theories addressing such questions as “do humans have a ‘nature’ that can be discovered and defined; do humans have free will; what are the causes of the ills of humanity; do these problems have a cure?”

**PHI 310 CHRISTIANITY AND PHILOSOPHY.** (3). This course considers philosophical argument and criticism concerning such Christianity-specific matters as the divinity of Christ, the Resurrection, Christian Ethics and the Natural Law. It also covers traditional topics in the Philosophy of Religion such as the existence and nature of God, the problem of evil and suffering, and the general relation between reason and religious belief.

**PHI 311 MASS MEDIA ETHICS.** (3). An overview of main approaches to moral theory and application to journalistic issues, including privacy and the concept of objectivity in news reporting and public relations.

### **Group III: Advanced Philosophy**

Prerequisite: Six hours in Philosophy or a cognate area.

**PHI 450 POLITICAL THOUGHT.** (3). Same as PSC 450. Selected representative theorists in the development of political philosophy. Prerequisite: Three (3) hours of 200 level Political Science or History.

# SPEECH AND THEATRE

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**Assistant Professor:**

Semler, James

## **Mission**

The curriculum in Speech and Theatre embraces general education, pre-professional and professional objectives.

It endeavors to prepare students to be intelligent, responsible, and effective communicators in a free society, to develop proficiency in audio-oral skills, and to enhance the cultural experience of the University and community through the presentation of creative activities.

## **Objectives**

Upon completion of requirements for the minor, the student will be prepared for graduate and professional study in the field of speech or theatre, in business, government, and the professions.

## **Required Courses**

**Minor:** Speech and Theatre: A minimum of 18 hours including SPT 209, 215, 349 and 358; JOU 399; and 2 hours of Theatre Practice. (A minimum grade of “C” is required in all courses for the minor.)

## **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and speech and theatre advisors have information about projected course offerings for a semester/year.

**SPT 150 VOICE AND DICTION.** (3). Development of distinct enunciation, correct articulation and pronunciation, and an optimum pitch level. Special projects included for theatre students. No credit allowed toward the minor.

**SPT 175 SPECIAL READINGS.** (1-5). Topic to be listed in course catalog. May re-enroll as topic changes. May not be used as a general education requirement.

**SPT 181/ THEATRE PRACTICE.** (1). Students will participate in area productions as actors or technicians.

**182/281/**

**282/381/**

**382/481/482**



- SPT 206      FUNDAMENTALS OF SPEECH.** (3). A study of interpersonal and public communication theory and practice. This diverse course is designed to develop knowledge and skills in the processes effective to all communication in diverse contexts. Prerequisite: ENG 101 or 151H.
- SPT 207      FUNDAMENTALS OF INTERPERSONAL COMMUNICATIONS.** (3). A study of communication theory and its application to interpersonal and social relations. Development of knowledge, insights, and skills in the processes of group interaction. Emphasis will be given to identifying and developing strengths of communication and ease in face-to-face interactions. A lecture, reading, and discussion course. Prerequisite: ENG 101 or 151H.
- SPT 209      INTRODUCTION TO THE THEATRE.** (3). A survey course in the history, literature, criticism, and arts of the theatre.
- SPT 215      ELEMENTARY STAGECRAFT.** (3). Basic drafting techniques used in theatre and the principles and practices of scenery construction and rigging, property construction, and the operation of stage equipment. Students will staff construction and running crews of productions.
- SPT 349      APPLIED PHONETICS.** (3). Designed to develop proficiency in phonetic transcription and the acquisition of good American diction through the use of the phonetic alphabet, and the science of speechsound. Prerequisite: SPT 206.
- SPT 358      BUSINESS AND PROFESSIONAL SPEAKING.** (3). The study and practice of the techniques utilized by leaders in business, labor, education, and the professions. Prerequisite: SPT 206 or permission of the instructor.
- SPT 379      THEORY AND TECHNIQUES OF ACTING.** (3). Principles in the creation of character. Practical work in the building of various types of roles through classroom exercises. Prerequisite: SPT 209.
- SPT 450      SPECIAL TOPICS IN THE THEATRE.** (1-3). Topic to be listed in the course schedule. May enroll again as topic changes.

# SCIENCE, TECHNOLOGY AND MATHEMATICS

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## Faculty

Sunder Balasubramanian, Professor of Physics, Department Head

Sivanandan Balakumar, Professor, Mathematics

Keesoo Lee, Professor, Biology

Michael Scott, Professor, Biology

Martins Shinkut, Professor, Computer Science

Aimee Busalacki, Associate Professor, Biology

Thomas Greninger, Associate Professor, Computer Science

David Heise, Associate Professor, Computer Science

Christina Morian, Associate Professor, Mathematics

William Rant, Associate Professor, Mathematics

Abu Asaduzzaman, Assistant Professor, Chemistry

Catherine Espinoza, Assistant Professor, Biology

Ajay Mishra, Assistant Professor, Physics

Cynthia Morin, Assistant Professor, Biology

Alice Tipton, Assistant Professor, Biology

Stephanie Clark, Instructor, Mathematics

Justin Jackson, Instructor, Mathematics

David Palangpour, Instructor, Mathematics

Joseph Schaefer, Instructor, Mathematics

## Degrees Offered

Bachelor of Arts in

- Mathematics

Bachelor of Science in

- Biology
- Chemistry
- Civil Engineering Technology
- Clinical Laboratory Science
- Computer Information System
- Mathematics
- Physics

Bachelor of Science in Education in

- Biology
- Chemistry
- Mathematics
- Physics

Associate of Applied Science in

- Computer Science
- Drafting Technology

Associate of Science in

- Pre-Engineering

## Minors

Biology

Chemistry

Civil Engineering Technology

Computer Information Systems

Computer Science

Drafting Technology

Mathematics

Physics

Pre-Engineering

# BIOLOGY

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## **Professors:**

Lee, Keesoo

Scott, Michael

## **Associate Professors:**

Busalacki, Aimee

## **Assistant Professor:**

Espinoza, Catherine

Morin, Cynthia

Tipton, Alice

## **Mission**

The mission of the Biology program is to provide educational opportunities for students from various backgrounds to be successful in a complex, technological and diverse society. The program is dedicated to teaching the principles and concepts of life sciences and demonstrating how it applies to our natural and social environment; provides majors with current and relevant programs that prepare them for employment or professional advancement and conducts laboratory and research experiences for undergraduates that reinforce learning and applications of empirical methods of science. The program accomplishes its goals through small classes and individual attention in a nurturing educational environment.

## **Degrees Offered**

Bachelor of Science with a major in Biology

Bachelor of Science in Education with a major in Biology

## **Objectives**

Students completing the Biology degree program will

1. obtain an understanding of the major concepts of biological systems and related areas
2. gain the ability to express themselves effectively in both written and oral forms
3. continue their biology education beyond the bachelor's degree or find employment in a field utilizing biology

## **Assessment Program**

Assessment of biological knowledge and skills will take place in the junior and senior years of the major. The assessment will include both written and oral presentations of scientific information. In order to assess student progress in the objectives they will participate in the following courses or activities.

1. Students receiving a B.S. degree in Biology or a will take BIO 410. Written and oral presentations will be recorded and reviewed by faculty.
2. Students receiving a B.S. degree in Biology or Clinical Laboratory Science will take the major field exam prior to graduation.
3. Students receiving a B.S. Ed. degree with a major in Biology will take the MoGEA exam prior to graduation.
4. Students receiving a B.S. degree in Clinical Laboratory Science will be required to provide evidence of completion of a certified program.

5. Future employment status of all students receiving degrees in Biology will be assessed by student participation in an employment survey following graduation.

### **Computer Science Requirement**

Upon completion of the Biology, Biology Education or Clinical Laboratory Science degree programs at Lincoln University, students will have gained a basic understanding of computers and various software programs. Students will have the opportunity to gain the necessary computer knowledge and skills by taking BIO 314, BIO 410 or GIS 316, which are computer intensive.

### **Required Courses**

A minimum of 40 upper division hours (those numbered 300 and above) is required for graduation.

#### **Major: B.S. in Biology**

A minimum grade of "C" in BIO 150, 104L, 155, 301, 310, 312, 314, 409, 410, and 426 or 429; a minimum of three courses with a combined minimum of 10 credit hours from the following list: BIO 208, 209L, 305, 400, 401, 403, 404, 406, 416, 423, 499; CHM 101, 102, 301, 302, 303, 304 and MAT 117.

#### **Major: B.S.Ed. in Biology**

In addition to the required professional education courses, a student must complete the following courses with a minimum grade of "C": BIO 150, 104L, 155, 301, 310, 312, 423 and 426; 4-5 credit hours of electives from the following list: BIO 208, 209L, 301, 314; CHM 101, 102, PHI 308, MAT 117, PHY 103, 104L, ENV 103, 104L.

**Minor:** A minimum grade of "C" in BIO 150, 104L, 155 and 10 credit hours of biology including a minimum of 6 credit hours at the 300-400 level.

### **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**BIO 103 PRINCIPLES OF BIOLOGY.** (3, fa, sp, su). Introduction to basic concepts that are foundations of the life sciences. Three one-hour lectures. No laboratory. (Students who need a biology lab course should enroll concurrently in BIO 104L.)

**BIO 104L PRINCIPLES OF BIOLOGY LABORATORY.** (1, fa, sp, su, LF). Hands-on investigations designed to reinforce basic concepts and principles common to the life sciences. Fulfills general education lab requirement. One two-hour laboratory. Prerequisite: Previously taken or concurrent enrollment in BIO 103 (or equivalent).

**BIO 150 BIOLOGY I.** (3, fa, sp) Introduction to concepts in biology including the physical and chemical basis of life, the cell, genetics, evolution, diversity and ecology. This course is required for biology majors. Three one hour lectures. Corequisite: BIO 104L.

**BIO 155 BIOLOGY II.** (4, sp, fa, LF). Structure, function and evolutionary history of Bacteria, Protista, Fungi, Plantae and Animalia. This course is required for biology majors. Two one-hour lectures and two two-hour laboratories. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L.

- BIO 106 GENERAL BOTANY.** (4, sp, LF). External and internal structure and reproduction of plants and other photosynthetic organisms. Three one-hour lectures and one three-hour laboratory. Prerequisite: A grade of "C" or better in BIO 103 or BIO 150.
- BIO 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.
- BIO 208 HUMAN ANATOMY AND PHYSIOLOGY.** (3, fa, sp, su). An integrated study of morphological and functional aspects of the human body. Prerequisite: A grade of "C" or better in BIO 103 or 150 and BIO 104L. Corequisite: BIO 209L. Three one-hour lectures.
- BIO 209L HUMAN ANATOMY AND PHYSIOLOGY LAB.** (2, fa, sp, su, LF). Laboratory observations that are designed to supplement lecture material presented in BIO 208 with an emphasis on morphological identification. Prerequisite: Concurrent enrollment in or previous completion with a "C" or better in BIO 208. Two two-hour laboratories.
- BIO 301 GENERAL MICROBIOLOGY.** (4, fa, sp, su, LF). Morphology, classification, physiology, and cultivation of microorganisms. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L. Two one-hour lectures and two two-hour laboratories.
- BIO 305 HISTOLOGY.** (4, LF). A microscopic study of animal tissues. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L. Two one-hour lectures and two two-hour laboratories.
- BIO 310 GENERAL GENETICS.** (4, fa, LF). The chemical, molecular, and cytological basis for inheritance. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L and CHM 102. Three one-hour lectures and one three-hour laboratory. This course is designated writing intensive.
- BIO 312 MOLECULAR BIOLOGY OF THE CELL.** (4, sp, LF). A course relating structure and function of cells at subcellular and molecular levels. Prerequisites: A grade of "C" or better in BIO 155 and CHM 102. Three one-hour lectures and one three-hour laboratory.
- BIO 314 GENERAL PHYSIOLOGY.** (4, sp, LF). A study of the theoretical and applied concepts of animal physiology. Prerequisites: A grade of "C" or better in BIO 155 or AGR 101A and CHM 102. Three one-hour lectures and one three-hour laboratory.
- BIO 400 SPECIAL TOPICS IN BIOLOGY.** (1-4, LF may be required). Topic to be listed in course schedule; may or may not include laboratory, may re-enroll as topic changes. Prerequisite: A grade of "C" or better in BIO 103 or 150 and BIO 104L or consent of instructor.
- BIO 401 IMMUNOLOGY.** (3, sp). Basic concepts inherent to field of immunology; antigens, antibodies, cells of the immune system; complement; immune reactions; host defense mechanisms; allergies; clinical implications. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L and CHM 101. Three one-hour lectures.
- BIO 403 PARASITOLOGY.** (4, LF). A survey of parasitism in various animal phyla with emphasis on host-parasite relationships and vector associations. Prerequisites: A grade of "C" or better in BIO 155. Two one-hour lectures and two two-hour laboratories.
- BIO 404 RESEARCH IN BIOLOGY.** (1-3, fa, sp, su, LF, may re-enroll, maximum 6 credits towards major). Individual research involving a survey of

biological literature, experimental design, collection, analysis and reporting of data. Open to junior and senior biology majors. Prerequisite: Biology majors, written consent of instructor, see department head for further information.

**BIO 406 EVOLUTION.** (3). Analysis of the theories of the origin of living organisms and mechanisms of evolutionary change. Prerequisite: A minimum of twelve hours credit in biology. Three one-hour lectures.

**BIO 409 CRITICAL EXAMINATION OF SCIENTIFIC WRITING.** (1, fa). Critical reading and discussion of scientific literature. Prerequisite: Minimum of junior standing; at least 8 hours of 300-400 Biology credits.

**BIO 410 SEMINAR IN BIOLOGY.** (1, sp). Oral and written reports of selected topics in biology. This course is designated writing intensive. Prerequisites: BIO 409. For BLS purposes, course may be considered CAPSTONE.

**BIO 416 DEVELOPMENTAL BIOLOGY.** (4, LF). Fundamental principles of embryonic development. A grade of "C" or better in Prerequisites: BIO 155. Two one-hour lectures and two two-hour laboratories.

**BIO 423 ECOLOGY.** (4, fa). This course will present the dynamics of coexistence among species and their interactions with the physical environment. Prerequisites: A grade of "C" or better in BIO 103 or 150 and BIO 104L and junior standing. Four one-hour lectures.

**BIO 426 TAXONOMIC BOTANY.** (4, fa of alternate years, LF). The study of vascular plant diversity and evolutionary history. A plant collection will emphasize identification and recognition of regional species. Prerequisites: A grade of "C" or better in BIO 155 or 106 or AGR 107. Two one-hour lectures and two two-hour laboratories.

**BIO 429 PLANT PHYSIOLOGY.** (4, fa of alternate years, LF). The study of how plants function. Chemical and physical processes at the level of the organism, organ, cell, organelle and biomolecule. Prerequisites: A grade of "C" or better in BIO 155 or 106 or AGR 107 and CHM 102. Three one-hour lectures and one three-hour laboratory.

**BIO 499 PRACTICUM IN BIOLOGY OR CLS.** (1-3). Supervised field experience that will allow students to observe and document how working professionals perform their job responsibilities. Students will participate to a limited extent in performing tasks under supervision by program professors and on-site staff, and as allowed by experience and the law. Students are assigned (or can find opportunities themselves, if approved) to work in a research or professional setting and receive dual supervision from a biology faculty member and an official from the company or agency to which the student is assigned.

**Degree Pathway  
Leading to a Bachelor of Science  
in Biology**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
GE 101 - University Seminar	1	BIO 155 - Biology II	3
ENG 101 - Comp. & Rhet. I	3	HIS 102* - World Civ. II	4
BIO 150 - Biology I	3	ENG 102 - Comp. & Rhet. II	3
BIO 104L - Principles of Biology Lab	1	CHM 102 - General Chemistry II	4
CHM 101 - General Chemistry I	4		
MAT 111 - Intermediate Algebra	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>14</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
MAT 117 - Statistics	3	PSY 101 - General Psychology	3
BIO 208/209L^ - Hum. Anat. Phys. With Lab	5	CHM 302 - Organic Chemistry II	3
CHM 301 - Organic Chemistry I	3	CHM 304 - Organic Chemistry II Lab	1
CHM 303 - Organic Chemistry I Lab	1	HIS 206* - US History II	3
SPT 206 - Fundamentals of Speech	3	BIO 314 - General Physiology	4
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>14</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
HIS 402/MUS 205* - Eth. His./Mus. of Black. Amer.	3	BIO 401'' - Immunology	3
BIO 310 - General Genetics	4	BIO 301 - General Microbiology	4
PSY 202 - Psychology of Personal Adjustment	3	BIO 312 - Molec. Biology of the Cell	4
SOC 301* - The Family	3		
PHY 101^ - College Physics I	4	PHY 102^ - College Physics II	4
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
BIO 409 - Scientific Writing	3	CHM 202^ - Quant. Analysis	4
BIO 423'' - Ecology	3	NUR 335* - Death & Bereavement	3
ART 100* - Intro. to Art	3	BIO 410 - Seminar in Biology	1
BIO 429** - Plant Physiology	6	MUS 200* - World of Music	3
General Electives	3	General Electives	5
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>16</b>

**Total Required Hours -125**

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

\*\*Either BIO 426 or BIO 429 may be taken to fulfill this specific degree requirement.

''These courses are examples from elective groups I or II within the biology major.

^These courses are required for many pre-professional programs and are recommended for all biology majors.

Students planning to attend various professional schools (i.e. medical, dental, pharmacy, etc.) should work closely with their advisor to assure the general electives include the appropriate courses to prepare them for entry into these programs.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
with a Major in Biology**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
GE 101 - University Seminar	1	BIO 155 - Biology II	4
ENG 101 - Comp. & Rhet. I	3	ENG 102 - Comp. & Rhet. II	3
BIO 150 - Biology I	3	CHM 102 - General Chemistry II	4
BIO 104L - Principles of Biology Lab	1	PED 111 - Pers. and Com. Health	2
CHM 101 - General Chemistry I	4	SA 202 - Introduction to Anthropology	3
MAT 117 - Statistics	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
BIO 301 - General Microbiology	4	ART 100* - Intro. to Art	3
BIO 310 - General Genetics	4	BIO 314 - General Physiology	4
EDU 202 - Observations in Education	1	PHY 103 - Earth Science	3
EDU 204 - Educational Psychology	3	PHY 104L - Earth Science Lab	1
HIS 205* - US History I	3	EDU 260 - Edu. and Cultural Diversity	3
SPT 206 - Fundamentals of Speech	3	SE 221 - Edu. of Exceptional Child	2
<b>Total Hours</b>	<b>18</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
HIS 101* - World Civ. I	3	BIO 401* - Immunology	3
HIS 203* - African American History	3	BIO 312 - Molec. Biology of the Cell	4
EDU 325 Assessment for Educators	3	PSY 101 - General Psychology	3
BIO 423 - Ecology	4	EDU 316 - Techniques of Teaching	3
BIO 426 - Taxonomic Botany	4	EDU 251 - Professional Educator	3
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
EDU 322 - Adolescent Development	2	EDU 475 - Seminar in Student Teaching	2
EDU 420 - Tech. of Teaching Reading	3	EDU 474 - Student Teaching	10
EDU 435 - Classroom Management	3		
EDU 304 - Practicum 7-12	2		
EDU 417S - Meth. in Teaching Science	2		
PHI 308 - Philosophy of Science	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>12</b>

**Total Required Hours -126**

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

\*\*These courses are examples from elective groups I or II within the biology major.



# CHEMISTRY

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**Assistant Professor:**

Asaduzzaman, Abu

## **Mission**

The mission of the Chemistry program is to provide educational opportunities for students from various backgrounds to be successful in a complex, technological and diverse society. The program is dedicated to teaching the principles and concepts of physical sciences and demonstrating how it applies to our natural and social environment; provides majors with current and relevant programs that prepare them for employment or professional advancement and conducts laboratory and research experiences for undergraduates that reinforce learning and applications of empirical methods of science. The program accomplishes its goals through small classes and individual attention in a nurturing educational environment.

## **Degrees Offered**

Bachelor of Science with a major in Chemistry

Bachelor of Science in Education with a major in Chemistry

## **Objectives**

Students completing a degree in Chemistry will demonstrate

1. critical thinking and logical reasoning in chemistry content and knowledge
2. the ability to use laboratory equipment to conduct research
3. skills for successful employment in their field

## **Assessment Program**

Assessment of chemistry knowledge and skills will take place in the junior and senior years of the majors. The assessment will include both written and oral presentations of scientific information. In order to assess student progress in the objective areas they will participate in the following courses or activities:

1. Students will participate in seminar courses and generate oral and visual presentations.
2. Students receiving a B.S. in Chemistry will take the major field exam prior to graduation.
3. Students receiving a B.S. Ed. in Chemistry will take the Praxis exam prior to graduation.
4. Future employment status of all students receiving degrees in Chemistry will be assessed by student participation in an employment survey following graduation.

## **Computer Science Requirement**

Upon completion of the Chemistry or Chemistry Education degree programs at Lincoln University, the student will have gained a basic understanding of computers and various science software programs. Students will have the opportunity to gain the necessary computer knowledge through participation in department sponsored/presented workshops. Students will also have opportunities to develop computer skills in other science courses which require the use of the computer.

## Required Courses

A minimum of 40 upper division hours (those numbered 300 and above) is required for graduation.

### Major: B.S. in Chemistry

A minimum grade of "C" in CHM 101, 102, 202, 301-302, 303-304, 306-307, 401-402, 403-404, 405, 409, and 410; MAT 123, 203, 304; PHY 101-102 or 201-202; and at least one course in computer programming is recommended: MAT 461 or its equivalent.

### Major: B.S. Ed. in Chemistry

In addition to the required professional education courses, a student must complete the following courses with a minimum grade of "C": CHM 101, 102, 202, 301-302, 303-304, 306-307, 401, 403, 405, MAT 123, 203, 304; PHY 101-102 or 201-202; BIO 103 or 150, 104L, and PHI 308.

In addition to the required professional education courses, a student must complete the following courses with a minimum grade of "C": CHM 101, 102, 202, 301-302, 303-304, 306-307, 401, 403, 405, MAT 123, 203, 304; PHY 101-102 or 201-202; BIO 103 or 150, 104L, and PHI 308. **Minor:** A minimum grade of "C" in CHM 101-102, 202, 301-302 and 303-304.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**CHM 101 GENERAL CHEMISTRY I.** (4, fa, sp, LF, EP). Introduction to chemistry with emphasis on principles. Also includes a survey of the descriptive chemistry of the elements. Three one-hour lectures and one three-hour laboratory. Prerequisite: A grade of "C" or better in MAT 111.

**CHM 102 GENERAL CHEMISTRY II.** (4, sp, fa, LF, EP). A continuation of CHM 101. The laboratory work includes an introduction to semi-micro qualitative analysis. Three one-hour lectures and one three-hour laboratory. Prerequisite: A grade of "C" or better in CHM 101 and MAT 111.

**CHM 103 LIVING WITH CHEMISTRY.** (3, fa, sp, su). A basic chemical principles course for non-majors, designed for general education and liberal studies students. Can be used to satisfy a part of the general education science requirement. Three one-hour lectures.

**CHM 104L LIVING WITH CHEMISTRY LABORATORY.** (1, fa, sp, LF, EP). A basic chemical principles laboratory to accompany the Living with Chemistry course. Fulfills general education lab requirement. One two- hour laboratory. Prerequisite: CHM 103 or concurrent enrollment in CHM 103.

**CHM 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.

**CHM 202 QUANTITATIVE ANALYSIS.** (4, sp, LF, EP). Elementary gravi-metric and volumetric analysis with introduction to instrumental methods. Prerequisite: A grade of "C" or better in CHM 102. Two one-hour lectures and two three-hour laboratories.

- CHM 205 ELEMENTARY ORGANIC CHEMISTRY.** (4, LF, EP). A brief survey of organic and biochemistry. Does not fulfill any part of the requirement for the chemistry major. Prerequisites: CHM 103 or CHM 102.
- CHM 301 ORGANIC CHEMISTRY I.** (3, fa). Preparation and properties of organic compounds. Stress is placed on the theoretical foundations of the subject. Three one-hour lectures. Prerequisite: A grade of "C" or better in CHM 102.
- CHM 302 ORGANIC CHEMISTRY II.** (3, sp). A continuation of CHM 301, by which it must be preceded. Three one-hour lectures. Prerequisite: A grade of "C" or better in CHM 301.
- CHM 303 ORGANIC CHEMISTRY LABORATORY I.** (1,fa, LF, EP). One three-hour laboratory. Prerequisite or corequisite: CHM 301.
- CHM 304 ORGANIC CHEMISTRY LABORATORY II.** (1,sp, LF, EP). One three-hour laboratory. Prerequisite or corequisite: CHM 302.
- CHM 306 BIOLOGICAL CHEMISTRY.** (3, fa). Chemistry and function of proteins, nucleic acids and other biologically important molecules. The major metabolic pathways necessary for the study of nutrition, biology and biochemistry are examined in detail. Three one-hour lectures. Prerequisite: either CHM 205 or 302 with a grade of "C" or consent of instructor.
- CHM 307 BIOLOGICAL CHEMISTRY LABORATORY.** (1, fa, LF, EP). May accompany or follow CHM 306. One three-hour laboratory. Prerequisite: Same as CHM 306.
- CHM 400 RESEARCH IN CHEMISTRY.** (1-3, fa, sp, may re-enroll, maximum 6 credits). Individual research involving a survey of chemical literature, experimental design, collection, analysis and reporting of data. Open to junior and senior chemistry majors. Prerequisite: Chemistry majors, written consent of instructor, see department head for further information.
- CHM 401 PHYSICAL CHEMISTRY I.** (3, fa, odd). Laws and theories of chemistry. topics of interest in physics and chemistry. Includes thermodynamics, kinetics, quantum theory, spectroscopy, chemical bonding, and molecular structure. Three one-hour lectures. Prerequisites: A grade of "C" or better in MAT 203, CHM 202, PHY 102 or 202.
- CHM 402 PHYSICAL CHEMISTRY II.** (3, sp, even ). A continuation of CHM 401. Prerequisites: A grade of "C" or better in CHM 401. Three one-hour lectures.
- CHM 403 PHYSICAL CHEMISTRY LABORATORY I.** (1, fa, odd, LF, EP). To accompany or follow CHM 401. Introduction to techniques of basic physicochemical measurements and illustration of physicochemical principles. One three-hour laboratory. Prerequisites: Same as for CHM 401.
- CHM 404 PHYSICAL CHEMISTRY LABORATORY II.** (1, sp, even, LF, EP). A continuation of 403. One three-hour laboratory. Prerequisites: Same as for CHM 402.
- CHM 405 INORGANIC CHEMISTRY.** (4, fa, even). A survey of modern inorganic chemistry. The material to be covered will include inorganic structures and reactions as well as applicable theories, coordination chemistry, bio-inorganic chemistry, solid state. Three one-hour lectures and one three-hour lab. Prerequisite: A grade of "C" or better in CHM 202.

**CHM 409/410 CHEMISTRY SEMINAR.** (1, fa). Written and oral reports on selected topics in Chemistry. Prerequisite: Minimum of twelve hours in chemistry. Junior or senior standing or consent of instructor. This course is designated writing intensive.

**CHM 441 SPECIAL TOPICS IN CHEMISTRY.** (1-4, LF may be required). Topics to be listed in course schedule; may or may not include laboratory; may re-enroll as topic changes. Prerequisite: Consent of instructor.

**CHM 499 PRACTICUM IN CHEMISTRY.** (1-3). Supervised field experience that will allow students to observe and document how working professionals perform their job responsibilities. Students will participate to a limited extent in performing tasks under supervision by program professors and on-site staff, and as allowed by experience and the law. Students are assigned (or can find opportunities themselves, if approved) to work in a research or professional setting and receive dual supervision from a chemistry faculty member and an official from the company or agency to which the student is assigned.

**Degree Pathway  
Leading to a Bachelor of Science  
in Chemistry**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
GE 101 - University Seminar	1	CHM 102 - General Chemistry II	4
ENG 101 - Comp. & Rhet. I	3	HIS 206* - US History II	3
CHM 101 - General Chemistry I	4	ENG 102 - Comp. & Rhet. II	3
MAT 121 - Pre-calculus	5	MAT 123 - Calculus I	5
HIS 101* - World Civ. I	3		
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
CHM 301 - Organic Chemistry I	3	CHM 302 - Organic Chemistry II	3
CHM 303 - Organic Chemistry I Lab	1	CHM 304 - Organic Chemistry II Lab	1
PHY 101^ - College Physics I	4	CHM 202 - Quant. Analysis	4
PSY 202* - Psychology of Personal Adjustment	3	PHY 102^ - College Physics II	4
MAT 203 - Calculus II	5		
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>17</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
SPT 206 - Fundamentals of Speech	3	CHM 402 - Physical Chemistry II	3
MUS 200* - World of Music	3	CHM 404 - Physical Chemistry II Lab	1
CHM 401 - Physical Chemistry I	3	PSY 101 - General Psychology	3
CHM 403 - Physical Chemistry I Lab	1	ART 100* - Intro. to Art	3
CHM 405 - Inorganic Chemistry	4	SOC 301* - The Family	3
HIS 402/MUS 205* - Eth. His./Mus. of Black. Amer.	3	General Electives	3
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
CHM 306 - Biochemistry	3	CHM 410 - Chemistry Seminar	1
CHM 307 - Biochemistry Lab	1	HIS 102*/NUR 335 - World Civ. II or Death & Bereavement	3
CHM 409 - Chemistry Seminar	1	MAT 461'' - Intro. to Math Prog.	3
General Electives	6	General Electives	6
<b>Total Hours</b>	<b>11</b>	<b>Total Hours</b>	<b>13</b>
<b>Total Required Hours -121</b>			

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

'' This course is recommended for chemistry majors.

^PHY 201 & PHY 202 may be substituted for PHY 101 & PHY 102.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
in Chemistry**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
GE 101 - University Seminar	1	CHM 102 - General Chemistry II	4
ENG 101 - Comp. & Rhet. I	3	BIO 103 - Principles of Biology	3
CHM 101 - General Chemistry I	4	BIO 104L - Principles of Biology Lab	1
MAT 123 - Calculus I	5	ENG 102 - Comp. & Rhet. II	3
PSY 202* - Psychology of Personal Adjustment	3	MAT 203 - Calculus II	5
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
CHM 301 - Organic Chemistry I	3	CHM 302 - Organic Chemistry II	3
CHM 303 - Organic Chemistry I Lab	1	CHM 304 - Organic Chemistry II Lab	1
PHY 101 - College Physics I	4	CHM 202 - Quant. Analysis	4
MAT 304 - Calculus III	5	PHY 102 - College Physics II	4
SE 221 - Edu. of Exceptional Child	2	EDU 322 - Adolescent Development	2
EDU 202 - Observations in Education	1		
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>14</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
CHM 401 - Physical Chemistry I	3	SPT 206 - Fundamentals of Speech	3
CHM 403 - Physical Chemistry I Lab	1	HIS 203 - African American History	3
CHM 405 - Inorganic Chemistry	4	PSY 101 - General Psychology	3
CHM 306 - Biochemistry	3	ART 100* - Intro. to Art	3
CHM 307 - Biochemistry Lab	1	EDU 325 - Assessment for Educators	3
SA 201* - Intr. to Sociology	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
EDU 304 - Practicum 7-12	2	HIS 206* - US History II	3
EDU 316 - Techniques of Teaching	3	EDU 251 - Professional Educator	3
EDU 417S - Meth. in Teaching Science	2	EDU 204 - Educational Psychology	3
EDU 420 - Tech. of Teaching Reading	3	HIS 102* - World Civ. II	3
EDU 435 - Classroom Management	3	EDU 260 - Edu. and Cultural Diversity	3
PHI 308 - Philosophy of Science	3		
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 9</b>	<b>Hrs.</b>		
EDU 475 - Seminar in Student Teaching	2		
EDU 474 - Student Teaching	10		
<b>Total Hours</b>	<b>12</b>		

**Total Required Hours -135**

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

# CLINICAL LABORATORY SCIENCE

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## **Professors:**

Lee, Keesoo

Scott, Michael

## **Associate Professors:**

Busalacki, Aimee

## **Assistant Professor:**

Morin, Cynthia

Students wishing to enter the field of Clinical Laboratory Science may obtain their preparatory training at Lincoln University. After the completion of 90 semester hours of approved college work, Lincoln University will award 30 semester hours of credit upon satisfactory completion of the clinical program at an American Medical Association approved School of Medical Technology. Prior to matriculation at an approved school of Medical Technology, the student must secure from the Lincoln University Registrar a certified statement indicating the satisfactory completion of all the requirements for the degree, with the exception of the clinical portion of the program. Following completion of the clinical program, Lincoln University will grant the B.S. in Clinical Laboratory Science degree.

## **Degrees Offered**

Bachelor of Science with a major in Clinical Laboratory Science

## **Required Courses**

**Major:** A minimum grade of “C” in BIO 150/104L, 155, 208/209L, 301, 312, 314, 401 and one of the following: 305, 310 or 403; CHM 101, 102, 202, 301, 302, 303, and 304; and MAT 117. PHY 101 and 102 and CHM 306 are strongly recommended.

The following courses or their equivalents are taken at an approved School of Medical Technology as part of the clinical program: CLS 425, 426, 427, 428, 429, 430 and 431.

## **Course Descriptions**

Listed courses are not taught at Lincoln University. Clinical program will provide information about projected course offerings for a semester/year.

**CLS 425 CLINICAL MICROBIOLOGY.** (6-8). The theory and laboratory study of pathogenic bacteria, viruses, rickettsiae, fungi, and parasites; includes specimen handling, methods of isolation, cultivation, diagnostic procedures, asepsis, environmental monitoring, medical significance, and quality control.

**CLS 426 CLINICAL CHEMISTRY.** (6-10). Identification and quantification of specific chemical substances in blood and body fluids by various analytical techniques; clinical correlation with diagnosis and treatment of disease principles of instrumentation; toxicology; and quality control.

- CLS 427 CLINICAL HEMATOLOGY.** (4-7). Theory of blood cell formation; morphology of cellular constituents; disease states; hemostasis; and coagulation testing; includes techniques and instrumentation used to determine major hematological and clotting parameters and quality control procedures.
- CLS 428 CLINICAL IMMUNOHEMATOLOGY.** (3-4). Studies the common blood group systems; principles and procedures for antigen-antibody detection; cross-matching; blood collection and preservation; processing; the evaluation of transfusion reaction; and quality control procedures.
- CLS 429 CLINICAL IMMUNOLOGY.** (2-6). Characteristics of antigen/ antibody function and interaction; principles and procedures of humoral and cellular immune responses; performance of serological procedures; clinical correlation of abnormalities; and quality control.
- CLS 430 CLINICAL URINALYSIS.** (1-3). Studies renal physiology and function in health and disease states; includes chemical and microscopic examination of urine, other excreta, and body fluids in relation to disease processes, along with quality control procedures.
- CLS 431 TOPICS IN MEDICAL TECHNOLOGY/CLINICAL LABORATORY SCIENCE.** (0-4). Subject matter may include the following: hospital orientation, laboratory management, radioisotope techniques, quality control procedures, laboratory safety, special projects, special techniques, and seminars on various subjects deemed necessary by hospital personnel.



**Degree Pathway  
Leading to a Bachelor of Science  
in Clinical Laboratory Science**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
GE 101 - University Seminar	1	BIO 155 - Biology II	3
ENG 101 - Comp. & Rhet. I	3	HIS 102* - World Civ. II	4
BIO 150 - Biology I	3	ENG 102 - Comp. & Rhet. II	3
BIO 104L - Principles of Biology Lab	1	CHM 102 - General Chemistry II	4
CHM 101 - General Chemistry I	4	ART 100* - Intro. to Art	3
MAT 111 - Intermediate Algebra	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>17</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
MAT 117 - Statistics	3	PSY 101 - General Psychology	3
BIO 208/209L - Hum. Anat. Phys. With Lab	5	CHM 302 - Organic Chemistry II	3
CHM 301 - Organic Chemistry I	3	CHM 304 - Organic Chemistry II Lab	1
CHM 303 - Organic Chemistry I Lab	1	HIS 206* - US History II	3
SPT 206 - Fundamentals of Speech	3	BIO 314 - General Physiology	4
		MUS 200 * - World of Music	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>17</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
HIS 402/MUS 205* - Eth. His./Mus. of Black. Amer.	3	BIO 401 - Immunology	3
BIO 310 - General Genetics	4	CHM 202 - Quant. Analysis	4
PSY 202 - Psychology of Personal Adjustment	3	PED 124* - Walking	1
SOC 301* - The Family	3	BIO 312 - Molec. Biology of the Cell	4
BIO 301 - General Microbiology	4	NUR 335* - Death & Bereavement	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>

**Semesters 7 and 8**

Thirty hours from an approved School of Medical Technology or an accredited hospital program will be transferred to Lincoln University in order to complete the degree requirements.

**Total Required Hours -125**

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

# COMPUTER SCIENCE

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## **Professor:**

Shinkut, Martins

## **Associate Professors:**

Greninger, Thomas

Heise, David

## **Instructor:**

Nichols, Michael

Palangpour, David

## **Mission**

The Computer Science/Computer Information Systems curriculum is geared towards preparing students to have the skills, the competencies and the knowledge to use computer information systems; pursue professional careers in computer-based information systems and systems analysis; and become business as well as scientific programmers. Thus, the curriculum is designed for computer programming and user- oriented application and systems analysis.

## **Degrees Offered**

Bachelor of Science with a major in Computer Information Systems.

Associate of Applied Science in Computer Science with options in Computer Science or Computer Information Systems.

## **Objectives**

Upon completion of the programs offered in Computer Science and Computer Information Systems, students will be able to:

1. demonstrate skills, competencies, and knowledge to develop and use computer information systems in the work place
2. pursue professional careers and/or acquire the additional skills for attaining upward mobility in their current employment positions
3. seek careers in computer-based information systems and systems analysis
4. become business as well as scientific programmers
5. demonstrate an understanding of the latest techniques, systems, and operations currently in use in the workplace
6. compare favorably with other students completing similar programs in the nation

## **Assessment Program**

The Student Outcomes Assessment Program is geared towards achieving methods in which students are assessed quantitatively. To that end, student outcomes will be assessed based on measurable and quantifiable parameters.

The graduates with a Bachelor of Science degree in Computer Information Systems (BS-CIS) and an Associate of Applied Science degree in Computer Science (AAS-CS) will have the training, the knowledge, and the expertise in their respective fields of training. Graduates of these programs will acquire comparable skills and training and will compare favorably with other students completing similar programs.

Computer Information Systems and Computer Science professions are among the fastest changing and growing professions. Because of that, any student outcomes assessment method should be directed towards

1. assessing skills training and preparation of students; and

2. developing and/or reviewing the curriculum to meet the changes in the profession

Two methods of assessment will be employed. These are the Exit Examination and the Internship Survey.

Exit examinations will be given to all graduating students. The Exit Examinations will be prepared to reflect the major courses of the programs. Exit examinations of these programs will be reviewed every two years to reflect new courses developed and offered.

Reports and surveys from employers for student interns will be collected and analyzed in fall and spring semesters. The survey will be prepared to

1. quantitatively assess a student's knowledge and training, reflected by the grade given in CS 498; and
2. assess the student's skills and depth of training relative to other students (employees) from similar institutions

Data collected from the exit examinations and the internship survey will be analyzed by faculty to identify areas of strength and weakness, to plan changes and modifications to training and to assess the trends of the profession as a whole. Every two years, the computer science area may initiate new courses and/or drop courses reflecting changes in the profession.

### **Computer Skills Requirement**

A student who completes a major or minor in Computer Science or Computer Information Systems has automatically satisfied the computer skills requirement.

### **Required Courses**

**Major:** B.S. in Computer Information Systems

A student may major in Computer Information Systems (CIS) by completing the following with a minimum grade of "C": CS 101, 105, 205, 321, 342, 351, 443, 451, 460, plus 12 hours from one of the three major areas of emphasis, plus 3 hours of approved upper division (above 300 level) CS electives, and ACC 246, ECO 201 or 202, BAD 101, MAT 112 or 113, 117 and 6 hours of Business, Mathematics, Technology, GIS or electives as approved by the department head.

#### **Major Areas of Emphasis:**

##### **Area I      Programming**

Required courses CS 235 or 237, CS 335 or 338, CS 331 or 336 or 339, CS 310 or 442

##### **Area II      Networking**

Required Courses: CS 237, 310, 442, 445

##### **Area III      Web Development**

Required Courses: CS 237, 336, 341, 344

## **Major: A.A.S. in Computer Science**

A minimum of 63-64 hours is required for an Associate of Applied Science degree depending on the option selected.

Students must complete the following 21 hours of core courses with a minimum grade of "C": CS 101, 105, 237, 310, 321, 338 and 351. In addition, majors must complete 13 hours of general education courses: GE 101, ENG 101, 102, PSC 203 or PSC 204 or HIS 205 or HIS 206, and SPT 206.

CIS Option: Students electing the CIS option must also complete with a minimum grade of "C": CS 235, 335, MAT 112 or 113, 117, ACC 246, ECO 201 or 202, plus 6 hours of approved CS electives and 6 hours of electives from the areas of Business, Mathematics, Technology, GIS or electives as approved by the department head for a total of 64 hours.

CS Option: Students electing the CS option must also complete with a minimum grade of "C": CS 339, MAT 117, 121, 123, 315, plus 3 hours of approved CS or ET electives at the 200 level or above and 7 hours of science electives including one laboratory class for a total of 63 hours.

## **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**CS 101 INTRODUCTION TO COMPUTER SCIENCE AND COMPUTER INFORMATION SYSTEMS.** (3). Students majoring in CS or CIS are introduced to a brief history of computers, numbering systems, Boolean logic, operations, and basics of programming concepts, decision making, and system development.

**CS 103 INTRODUCTION TO MICROSOFT OFFICE APPLICATIONS.** (3, LF). An introduction to Microsoft Office Applications using windows operating system. This course is primarily designed for non-computer science majors. Students develop basic skills in operating system commands; and the use of Microsoft Office Applications; word processing, electronic spreadsheets database and electronic presentation using Power Point. This course may not be used to meet CS/CIS major requirements. Three hours of combined lecture and laboratory.

**CS 105 BUSINESS APPLICATIONS FOR THE MICROCOMPUTER.** (3, LF). CS/CIS majors receive hands-on skill development in the use of the Windows operating system, word processing, electronic spreadsheets, file and database management systems, graphics, and other common application packages used with the microcomputer. Three hours of combined lecture and laboratory.

**CS 190 INTRODUCTORY TOPICS IN CS & CIS.** (1-3). Introductory topics in computer science and computer information systems appropriate for lower-division credit. Specific topics to be listed in the schedule. Prerequisites: Listed in the schedule when specific topic is offered, or instructor consent.

**CS 203 ETHICS AND TECHNOLOGY.** (3). Issues and controversies comprising cyberethics, including the impact that technology and data have on moral responsibility in a professional context and day-to-day decisions affecting the individual and society. Prerequisite: None.

**CS 205 ADVANCED MICROCOMPUTER APPLICATIONS.** (3, LF). Students will receive hands-on skill development in advanced microcomputer operating system commands, electronic spreadsheets, file and data base management

systems, graphics, and other common application packages. Emphasis will be on interfacing applications. Three hours of combined lecture and laboratory. Prerequisite: CS 105.

**CS 235 INTRODUCTION TO BUSINESS APPLICATION PROGRAMMING**

**USING COBOL.** (3, LF). An introductory course in COBOL program design and development, applying a structured, multiphase program development process that features a series of steps that involve understanding a problem, format problem definition, and graphic design. Three hours lecture with outside laboratory assignments. Prerequisites: None.

**CS 237 INTRODUCTION TO C++ PROGRAMMING.** (3, LF). An introduction to the fundamentals of programming in the C++ programming language. Topics covered include: discussion of data types, looping, decision making, arrays, pointers, structures, and functions. Develops a background in programming which will assist in solving scientific and mathematical equations and problems. Three hours lecture with outside laboratory programming assignments. Prerequisite: None.

**CS 245 MOBILE APPLICATION DEVELOPMENT.** (3). Introduces students to design and development related to mobile applications. Topics include accessing device capabilities, industry standards, operating systems, and programming for mobile applications using a Software Development Kit (SDK). Prerequisite: None.

**CS 286 SECURE CODING.** (3). Foundations of secure programming, including strategies to avoid vulnerabilities pertaining to buffer overflow, memory management, data representation, concurrency, and input/output, with a focus on understanding implementation details underlying such vulnerabilities. Prerequisite: CS 237.

**CS 304 INTRODUCTION TO WEB DEVELOPMENT.** (3). This course focuses on basic concepts of Web Design/Development principles using HTML, Cascading Style Sheets (CSS), PHP, Web Hosting/Templates, Word Press, Adobe Graphics, and client-side scripting with JavaScript. Prerequisite: CS105

**CS 305 VBA PROGRAMMING.** (3). Provides the students with knowledge and experience of VBA programming in both EXCEL and ACCESS. Prerequisite: CS 105.

**CS 310 OPERATING SYSTEMS AND NETWORK OPERATING SYSTEMS.** (3, LF). The functions of various operating systems, their functional characteristics, and the interface through which the user addresses these operating systems are explored. Three hours lecture with outside laboratory assignments. Prerequisite: CS 235 or 237.

**CS 321 DATA FILES AND DATABASES.** (3). Stresses basic knowledge in data structures, normalization of data, data modeling, database methods, and schema construction. Three hours lecture. Prerequisite: CS 105.

**CS 322 C-SHARP.NET.** (3, LF). An Introduction to Microsoft C#, a widely used WEB language. Program and function, development, screen handling, use of text boxes, option buttons, check boxes, etc. Some file handling and some use of regular expressions. Prerequisite: CS 235 or 237

**CS 326 INTRODUCTION TO SQL DATABASES.** (3, LF). An introduction to features and programming of SQL DBMS; lectures with extensive laboratory assignments in SQL to create, update and maintain SQL Databases. The SQL platform may be Oracle, DB2, MySQL, or other DBMS. Prerequisite: CS 321.

**CS 331 VISUAL BASIC.NET PROGRAMMING.** (3, LF). An introduction to the fundamentals of programming in Visual BASIC. Visual BASIC is a major

programming language used with the Microsoft Windows environment and for programming Internet sites. Three hours lecture with outside laboratory assignments. Prerequisite: Any beginning programming language, CS 235 or 237.

- CS 335 INTERMEDIATE BUSINESS APPLICATION PROGRAMMING USING COBOL.** (3, LF). A continuation of COBOL programming techniques designed to allow students to write programs for more advanced reporting and for indexed files. Students are introduced to interactive processing. Three hours lecture with outside laboratory assignments. Prerequisite: CS 235.
- CS 336 INTERNET PROGRAMMING WITH JAVA.** (3, LF). An introduction to the fundamentals of programming on the Internet using JAVA. JAVA is a major Internet language. Other Internet programming language such as JAVASCRIPT may be discussed. Prerequisites: CS 235 or 237 or permission of instructor.
- CS 338 OBJECT ORIENTED PROGRAMMING USING C++.** (3, LF). An introduction to object oriented programming (OOP) through the C++ programming language. This course covers user-defined data types, encapsulation, inheritance, object, polymorphism, constructors, and destructors. Three hours lecture with outside laboratory assignments. Prerequisite: CS 237.
- CS 339 DATA STRUCTURES AND ALGORITHM ANALYSIS.** (3). This course covers topics in advanced data structures and algorithms; including stacks, queues, linked lists, trees and graphs. Also included are searching graphs, hashing, external sorting, and recursion. Prerequisites: CS 338 and MAT 315.
- CS 341 COMPUTER GRAPHICS IN BUSINESS.** (3, LF). Identifies the needs and applications for graphics in business, and highlights developments such as laser printers and advanced displays and techniques. Three hours lecture with outside laboratory assignments. Prerequisite: CS 105.
- CS 342 COMPUTER HARDWARE, AND ARCHITECTURE.** (3). Provides an in-depth look at computer equipment, components and devices. The result will be an understanding of how computer systems are configured, upgraded and repaired. Three hours lecture. Prerequisites: CS 101 and CS 105.
- CS 343 PROGRAMMING LANGUAGES FOR INFORMATION SYSTEMS.** (3, LF). Development of programs and implementation of computer information systems through use of three major families of programming languages: procedural, nonprocedural, and current generation. Three hours of combined lecture with outside laboratory assignments. Prerequisite: CS 321.
- CS 344 WEB DESIGN.** (3, LF). This course is designed to give the student a working knowledge of HTML and “Dreamweaver” software, as well as webpage and website design techniques. Upon completion of this course, students should understand the navigational structure of a website and be able to design and build easy-to-use informative websites. Prerequisite: CS 105.
- CS 351 SYSTEM DEVELOPMENT METHODOLOGIES: A SURVEY.** (3). Traditional analysis, design, and implementation through a data flow analysis and systems development life cycle approach. Methods for structured analysis and design, data structures, data definition, and normalization are covered. Three hours lecture. Prerequisite: CS 235 or 237.
- CS 360 END USER TRAINING AND SUPPORT.** (3). Stresses information center methods for building systems in direct collaboration between users and analysts. This course covers end user services including education and training, hardware and software support, consulting, data access support and productivity aids. Prerequisites: CS 105.

- CS 365 SCRIPTING LANGUAGES.** (3, LF). Introduction to Scripting Languages, using PYTHON and PERL as primary tools, especially suitable for making complex data selections and file changes. Prerequisites: CS 105.
- CS 370 INFORMATION ENGINEERING.** (3). An introduction to Information Engineering (IE) modeling. Emphasis will be on the analysis phase of the IE life cycle. Students will analyze a process and model the data and the activities using IE modeling concepts and the Sterling Software COOL: Gen Tool. Three hours lecture. Prerequisite: CS 321 and 351.
- CS 385 DIRECTED TUTORING.** (1-3). Within a laboratory environment, students provide CS/CIS tutoring to other students. One hour credit given for each 3 hours of actual tutoring. Prerequisite: Permission of instructor.
- CS 390-393 SPECIAL TOPICS.** (3). Specific topics to be listed in the schedule. New topics of concern to computer science and computer information systems will be offered under this category. Prerequisite(s): Listed in the schedule when specific topic is offered. May be lecture only or a combination of lecture and laboratory (lab fee charged).
- CS 394 INDEPENDENT STUDY.** (3). A course of independent study on a computer science topic, in a mentoring environment, with one-on-one collaboration between faculty and student. Prerequisite: Must be a Computer Science major with at least junior standing. Permission of Department Head required.
- CS 395 RESEARCH SEMINAR (1-3).** Seminar to provide a forum for discussing research topics, methods, and results. Prerequisite: Consent of Instructor
- CS 421 DATA ANALYTICS.** (3). Topics will include data mining, business intelligence, and predictive analytics. Course will focus on the application of these techniques in the development of software applications. Prerequisite: MAT 117.
- CS 422 DATA WAREHOUSING.** (3). This is the introduction to Data Warehousing. Topics will include software tools to be used, benefits of a DW, fact tables and dimensional determination, and a comparison of design methods. Prerequisite: CS 351.
- CS 441 ARTIFICIAL INTELLIGENCE.** (3, LF). Presents the manager's responsibilities for problem solving and decision making using artificial intelligence, decision support systems and expert systems. The systems covered go beyond traditional program files and information. Three hours lecture with outside laboratory assignments. Prerequisite: CS 321.
- CS 442 NETWORKING AND DATA COMMUNICATIONS.** (3, LF). Covers microcomputer-based work stations, digital voice communication, local area networking, computer load sharing, decentralized transaction processing, distributed databases, and other evolving technologies. Three hours lecture with outside laboratory assignments. Prerequisite: CS 321.
- CS 443 CIS COMMUNICATION TECHNIQUES.** (3). Helps students to develop basic written communication techniques and presentation skills as they relate to Computer Information Systems. Theory and practice in writing and presenting technical papers, reports, and correspondence will be emphasized along with documentation procedures and handbook development. This course is designated writing intensive. Three hours lecture. Prerequisite: CS 351, ENG 102, SPT 206 or 207.
- CS 444 TCP/IP FUNDAMENTALS.** (3, LF). A study of TCP/IP Fundamentals. Topics covered include installation, addressing, subnetting, routing, WINS, DHCP and security. There will be hands on exercises as well as lecture. Prerequisite: CS 442.

- CS 445 NETWORKING WITH MICROSOFT IIS.** (3, LF). A study of Microsoft's Internet Information Services. Topics such as implementation and administration, WWW service, FTP service, Virtual directories and security will be covered. Prerequisite: CS 442.
- CS 446 MANAGEMENT OF INFORMATION SYSTEMS.** (3). Using the case study method, examines ways that information systems enable businesses to address customer demands, competition, and a rapidly changing technology. Three hours lecture. Prerequisite: CS 105.
- CS 451 SYSTEMS DEVELOPMENT PROJECT.** (3). A project course which emphasizes the development of a computer application using the life-cycle methodology. The class organizes into project teams, accepts developmental assignments, and follows the life cycle process to produce specifications for a current system. Three hours lecture. Prerequisites: CS 321 and 351.
- CS 460 CIS SEMINAR.** (1). A capstone course required for CIS majors in their final year. A research paper and an oral presentation of a CIS related topic will be required for completion of the degree program. Prerequisites: CS 443 and completion of 105 hours.
- CS 481H HONORS SUMMER MENTORSHIP.** (3). Designed to provide students with the opportunity to engage in individual research under the close supervision of a faculty member. Twenty hours of research required per week. Prerequisites: Previous honors coursework with 3.2 GPA; 3.2 cumulative GPA; junior standing; consent of department and Honors Committee.
- CS 482H HONORS THESIS.** (3-6). Provides students with the opportunity to engage in a major research or creative project in their degree major under the direction of a thesis committee. Prerequisites: 18 hours of honors courses with 3.2 GPA; 3.2 cumulative GPA; senior standing; consent of department and thesis committee.
- CS 486 INTERNET AND NETWORK SECURITY.** (3). This course introduces students to the broad subject of network security through the study of computer and network security principles, network and server security, securing network transmission, security management, fault tolerance and disaster recovery, intrusion detection and response, and remote access and wireless security. Prerequisite: CS 442.
- CS 497 NETWORKING INTERNSHIP.** (3). May be repeated once for a total of 6 hours. Provides the student with an opportunity to apply networking skill in a supervised work setting. Each student will be required to complete a minimum of 320 hours at the designated internship facility. Prerequisites: Must be a major in CIS, have completed at least 5 upper division CIS courses, and must obtain consent of the Department Head.
- CS 498 COMPUTER INFORMATION SYSTEMS INTERNSHIP.** (3-6). Provides students with an opportunity to apply their computer knowledge and skills in a work setting and begin to formulate a career plan through supervised instruction in business or government environment. Each student will be required to complete a minimum of 320 hours at the designated internship facility. May be repeated twice for a total of six credit hours. Prerequisites: Must be a major in CIS, have completed at least 5 upper division CIS courses, and obtain consent of the department.



**Degree Pathway  
Leading to a Bachelor of Science  
in Computer Information Systems**

<b>First Semester</b>		<b>Hrs.</b>	<b>Second Semester</b>		<b>Hrs.</b>
CS 101	Intro to CS/CIS	3	CS 203	Ethics and Technology	3
CS 105/205	Microcomputer Appl.*	3	CS 237	Intro C++ Programming	3
MAT 111	Intermediate Algebra**	3	MAT 121	Pre-Calculus	5
ENG 101	Comp and Rhetoric I	3	ENG 102	Comp and Rhetoric II	3
PSY 101	General Psychology	3			
GE 101	University Seminar	1			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>14</b>
<b>Third Semester</b>		<b>Hrs.</b>	<b>Fourth Semester</b>		<b>Hrs.</b>
CS 286	Secure Coding	3	CS 245	Mobile App. Development	3
CS 321	Data Files and Databases	3	CS 310	Operating Systems	3
CS 351	Sys. Development Meth.	3	MAT 117	Elem. Statistics	3
PHI 101	Prin. of Reasoning (Area 6a)	3	Area 5A	PSC 203/HIS 205/HIS 206	3
SPT 206	Fundamentals of Speech	3	Free elec.	Free elective*	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Fifth Semester</b>		<b>Hrs.</b>	<b>Sixth Semester</b>		<b>Hrs.</b>
CS 336	Java Programming	3	CS 339	Data Struct. & Algorithms	3
CS 342	Computer Hardware	3	CS 3xx/4xx	CS upper-division elec. #2	3
CS 3xx/4xx	CS upper-division elec. #1	3	Area 5B	HIS 101/102	3
Free elec.	Free elective	4	Area 5D	e.g., ECO 201	3
Area 4	Science w/lab	4	Area 4	Science	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Seventh Semester</b>		<b>Hrs.</b>	<b>Eighth Semester</b>		<b>Hrs.</b>
CS 443	CIS Communication Tech.	3	CS 451	Sys. Development Project	3
CS 446	Mgmt. of Information Sys.	3	CS 460	CIS seminar	1
CS 3xx/4xx	CS upper-division elec. #3	3	CS 497/498	Internship	3
Area 6b	e.g., MUS 200	3	Area 8	e.g., BAD 215	3
Area 7	e.g., S/A 200	3	Free elec.	Free electives***	5
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -- 121**

\*CS 105 is not required for degree, but student may choose course in consultation with advisor. If CS 105 is taken, CS 205 may be taken in place of Free Elective in Semester 4.

\*\*MAT 111 is not required for degree, but may be required based upon ACT Math score.

\*\*\*Free elective hours may be earned in any semester, not restricted to Semester 8.

**Degree Pathway**  
**Leading to an Associate of Applied Science in Computer Science**  
**Computer Information Systems Emphasis**

<b>Semester 1</b>			<b>Hrs.</b>	<b>Semester 2</b>			<b>Hrs.</b>
MAT 112 or 113	Applied or College Algebra	3		MAT 117	Elementary Statistics	3	
ENG 101	Comp & Rhetoric I	3		ENG 102	Comp/Rhetoric II	3	
GE 101	University Seminar	1		Area 5A	PSC 203 or 204 or HIS 205 or 206	3	
CS 101	Intro to CS / CIS	3		CS 235	Intro to COBOL	3	
CS 105	Bus App for Microcomputer	3		Approved Elective	BAD 215: Intro Global Business suggested	3	
CS 237	Intro to C++	3					
<b>TOTAL:</b>		<b>16</b>		<b>TOTAL:</b>			<b>15</b>
<b>Semester 3</b>			<b>Hrs.</b>	<b>Semester 4</b>			<b>Hrs.</b>
CS 351	System Dev Methodologies	3		CS 321	Data Files and Databases	3	
CS 338	Object Oriented Programming	3		CS 310	Network Operating Systems	3	
ECO 201 or ECO 202	Macro Economics / Micro Economics	3		CS Elective	CS 205: Advanced Microcomputer Apps suggested	3	
ACC 246	Principles of Accounting I	3		CS Elective	CS 344: Web Design suggested	3	
CS 335	Intermediate COBOL	3		Approved Elective SPT 206	BAD 101: Intro to Business suggested	3	
					Fundamental of Speech	3	
<b>TOTAL:</b>		<b>15</b>		<b>TOTAL:</b>			<b>18</b>
<b>Total Required Hours --- 64</b>							

**Degree Pathway**  
**Leading to an Associate of Applied Science in Computer Science**  
**Computer Science Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 121	Pre-Calculus	5	MAT 123	Calculus I	5
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
CS 101	Intro to CS / CIS	3	CS 237	Intro to C++ Programming	3
CS 105	Bus App for Microcomputer	3	CS 321	Data Files and Databases	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
CS 351	System Dev Methodologies	3	CS 339	Data Structure and Algorithm	3
CS 338	Object Oriented Programming	3	CS 310	Network Operating Systems	3
Science + Lab	PHY 101: College Physics I suggested	4	Approved Elective	CS 205: Adv Microcomputer Apps or ET 201: Digital Design suggested	3
SPT 206	Fundamental of Speech	3	MAT 117	Elementary Statistics	3
MAT 315	Tech of Mathematical Proofs	3	Science	PHY 103: Earth Science or PHY 105: Intro to Astronomy suggested	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
					<b>Total Required Hours --- 63</b>

**Course Requirements**

Leading to a Minor in Computer Information Systems  
(A minimum of 21 hours is required)

**The following specific courses are required (with a grade of “C” or better) for an Associate of Applied Science**

<b>Core Courses</b>		
CS 101	Intro to Computer Science & Computer Information Systems	3
CS 105	Business Apps for the Micro Computer	3
CS 235 or CS 237	Intro to Business Application Programming using COBOL <b>or</b> Introduction to C++ Programming	3
<b>Total</b>		<b>9</b>
Approved Computer Science Upper Division (above 300 level)		6
Electives		
Approved Computer Science Electives		6
<b>Total Hours Required</b>		<b>21</b>

# MATHEMATICS

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## **Professors:**

Balakumar, Sivanandan

## **Associate Professors:**

Morian, Christina

Rant, William

## **Instructors:**

Clark, Stephanie

Jackson, Justin

Schaefer, Joseph

Schwartz, Kaitlyn

Zeitz, Matt

## **Mission**

To provide students with quality instruction in Mathematics to satisfy the general education requirement and to provide quality programs in Mathematics and Mathematics Education that prepare students for immediate employment and professional or graduate study.

## **Degrees Offered**

Bachelor of Arts with a major in Mathematics

Bachelor of Science with a major in Mathematics

Bachelor of Science in Education with a major in Mathematics

## **Objectives**

Students completing a degree in Mathematics will

1. have sufficient knowledge of algebra, trigonometry, geometry, statistics and calculus to compare favorably to students in similar programs throughout the United States
2. be able to solve problems, reason, communicate, represent, and connect mathematical ideas
3. show evidence of success in graduate study or find employment teaching mathematics

## **Assessment Program**

Assessment of mathematics knowledge and skills will take place in the junior and senior years of the majors. In order to assess student progress in the objective areas, students will create a research project for MAT 406 and take the MEGA Test or Major Field Exam prior to graduation.

## **Computer Skills Requirement**

Upon completion of the mathematics major at Lincoln University, students will have gained proficiency with the graphing calculator and a basic understanding of a computer algebra system such as Mathematica. Students will satisfy the computer literacy requirement through completion of MAT 461, which is a computer intensive course.

## Required Courses

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**Major:** B.S. or B.A. in Mathematics

A minimum of 27 semester hours with a minimum grade of “C” in MAT 123, 203, 304, 315, 324, 403, 406; plus an additional 9 hours depending on option selected. Students electing the applied option will also take MAT 405, 461, 467. Students electing the classical option will take MAT 409, 413 and 461. Students electing the computer science option will also take CS 237, CS 338 and CS 339.

**Major:** B.S. Ed. in Mathematics

A minimum of 36 semester hours with a minimum grade of “C” in MAT 123, 203, 304, 315, 403, 405, 406, 407, 409 and 461.

## Middle School Certification Requirements -- Mathematics Requirements for Elementary Education Majors:

A minimum of 24 semester hours with a minimum grade of “C” in MAT 118, 119, 120 or 123, 301, 302 or 407, 315, 405, and 406.

**Elementary Education Major** with a mathematics-computer science concentration: 9 hours of mathematics courses beyond MAT 111 (such as MAT 113, 115, and 117), 9 hours of computer science courses (such as CS 101, 105 and 344).

**Minor:** Classical Mathematics Option

A minimum grade of “C” in MAT 123, 203, 315, 324 and 409.

Computational Mathematics Option

A computational math option requires a minimum grade of “C” in MAT 123, 203, 324, 461, and 467.

Statistics Option

A statistics option requires a minimum grade of “C” in MAT 123, 203, 405, 415, and 461.

## Course Description

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**MAT 50 BASIC MATHEMATICS.** (3). A course designed to review the fundamentals of basic mathematics, to introduce pre-algebra concepts and to build numeracy and problem-solving skills. *May not be used to satisfy any University mathematics requirement.*

**MAT 51 BASIC ALGEBRA.** (3). A course in beginning algebra which includes topics such as basic operations with polynomials, equations, factoring and graphing. Course will facilitate development of problem solving skills and confidence in mathematical competencies. Prerequisite: MAT 50 with a grade of “C” or better or satisfactory placement score. *May not be used to satisfy any University mathematics requirement.*

**MAT 51C BASIC MATHEMATICS AND ALGERA.** (4, fa, sp). This course will cover all materials included in the traditional MAT 50 and MAT 51 course. Prerequisites: MPE score 12-15 or placement in MAT 51.

**MAT 110 FOUNDATIONS OF MATHEMATICAL REASONING.** (3). This course will prepare students for MAT 115 or MAT 117. Students will engage in focused high quality mathematical experiences involving algebraic, geometric, graphical, statistical, and quantitative reasoning.

- MAT 111 INTERMEDIATE ALGEBRA.** (3). Linear equations and inequalities, graphing, linear systems, polynomials, factoring, rational expressions, radicals, and quadratic equations. Prerequisite: MAT 51C or MAT 110 with a grade of “C” or better or satisfactory placement score.
- MAT 112 APPLIED ALGEBRA FOR BUSINESS AND SOCIAL SCIENCE.**(3). Graphs, functions, systems of equations and inequalities, linear programming, mathematics of finance, matrix algebra, logarithmic and exponential functions and elements of statistics. A graphing calculator is required. Prerequisites: MAT 111 with a grade of “C” or better or satisfactory placement score.
- MAT 113 COLLEGE ALGEBRA.** (3). Study and graphing of polynomial, rational, logarithmic and exponential functions, matrices and determinants, and systems of equations and inequalities. Graphing calculator required. Prerequisite: MAT 111 with a grade of “C” or better or satisfactory placement score.
- MAT 114 PLANE TRIGONOMETRY.** (3). A study of the trigonometric functions including graphing, identities, solutions of trigonometric equations and solution of triangles. Graphing calculator required. Prerequisite: MAT 113 with a grade of “C” or better or satisfactory placement score.
- MAT 115 CONTEMPORARY MATHEMATICS.** (3). A survey course designed to increase quantitative reasoning and understanding of how mathematics affects modern society. Areas of mathematics to be surveyed include statistics and probability, mathematical modeling, and logical analysis of quantitative information. Prerequisite: MAT 110 or MAT 111 or equivalent with a grade of “C” or better or satisfactory placement score.
- MAT 117 ELEMENTARY STATISTICS.** (3). Descriptive and inferential statistics including frequency distributions, measures of central tendency and variation, probability and sampling distributions, tests of hypothesis, confidence intervals, linear correlation and regression. Prerequisite: MAT 111 with a grade of “C” or better or satisfactory placement score.
- MAT 118 MATHEMATICAL FOUNDATIONS FOR ELEMENTARY TEACHERS.** (3). A theoretical analysis of arithmetic and algebra designed for prospective elementary teachers. This course is required for elementary education majors and will not meet the general education requirement for any other major. Prerequisite: MAT 111 with a grade of “C” or better or satisfactory placement score.
- MAT 119 GEOMETRY AND STATISTICS FOR ELEMENTARY TEACHERS.** (3). A continuation of MAT 118 including the study of geometry and statistics. This course is required for elementary education majors and will not meet the general education mathematics requirement for any other major. Prerequisite: MAT-111 with a grade of “C” or better.
- MAT 120 CONCEPTS OF CALCULUS.** (3). This course surveys the major concepts of calculus including functions, limits, differential and integral calculus. This course is designed for non-majors and those seeking certification to teach in middle school. Graphing calculator required. Prerequisite: MAT 113 or MAT 112 or MAT 121 with a grade of “C” or better or satisfactory placement score.
- MAT 121 PRECALCULUS MATHEMATICS.** (5). A unified course with the same content as MAT 113 and MAT 114. Graphics calculator required. Prerequisite: MAT 111 with a grade of “C” or better or satisfactory placement score.

- MAT 123 CALCULUS I.** (5). Plane analytic geometry, functions, limits, continuity, differentiation and applications, antiderivatives, the definite integral, and logarithmic and exponential functions. Graphics calculator required. Prerequisites: MAT 113 and MAT 114 or MAT 121 with a grade of “C” or better or satisfactory placement score.
- MAT 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.
- MAT 203 CALCULUS II.** (5). Techniques and applications of integration; trigonometric functions; graphs with polar and rectangular coordinates, including conic sections, infinite series, plane, parametric and polar curves. Graphics calculator required. Prerequisite: MAT 123 with a grade of “C” or better.
- MAT 300 TOPICS IN MATHEMATICS.** (1-3). An in-depth study of a topic of mathematics. May not be used to satisfy General Education requirement in mathematics. Prerequisite: Permission of Department Head.
- MAT 301 ELEMENTS OF FUNCTION ANALYSIS.** (3). Study of functions used to model algebra, probability, trigonometry and logarithm. Prerequisite: MAT 112 or MAT 113 and MAT 117.
- MAT 302 ELEMENTS OF GEOMETRY.** (3). This course will focus on applications of concepts on two- and three-dimensional Euclidean geometry, including constructions, transformations and measurement. Other topics studied in this course will include topology, finite geometries and software such as Geometer’s Sketch Pad. Computer and graphics calculator applications will be used. Prerequisite: MAT 113, MAT 114 or 119 with a grade of “C” or better.
- MAT 304 CALCULUS III.** (5). Solid analytic geometry, vectors, partial derivatives, multiple integrals. Graphing calculator required. Prerequisite: MAT 203 with a grade of “C” or better.
- MAT 315 TECHNIQUES OF MATHEMATICAL PROOFS.** (3). Elementary logic and set theory; cardinality of sets; mathematical induction and other strategies for proving fundamental results in number theory, abstract algebra, and real analysis. Prerequisite: MAT 123.
- MAT 324 DIFFERENTIAL EQUATIONS.** (3). First order differential equations, linear differential equations of higher order, power series solutions. Laplace transforms, systems of linear differential equations with applications. Graphing calculator required. Prerequisite: MAT 203. Students are encouraged to take MAT 304.
- MAT 390 DIRECTED TUTORING.** (3). Supervised tutoring. Student may enroll for a total of 6 credit hours will not count toward the major. Prerequisite: Permission of Department Head.
- MAT 403 LINEAR ALGEBRA.** (3). Matrices and determinants, solution of linear systems, vector space theory, eigenvalues and eigenvectors, linear transformations, and selected applications. Prerequisite: MAT 304 or concurrent enrollment in 304 with consent of instructor.
- MAT 405 APPLIED STATISTICS.** (3). Types of data models, estimation and hypothesis testing on parameters, chi-square tests, analysis of variance, regression and correlation, multiple regression, and non-parametric statistical methods. Prerequisite: MAT 117, and MAT 120 or 123.

- MAT 406 HISTORY OF MATHEMATICS.** (3). A problem-solving approach to the historical development of mathematics and the study of the men and women who contributed to this development. This course is designated writing intensive. Prerequisite: MAT 120 or 123.
- MAT 407 MODERN GEOMETRY.** (3). Axiomatic study of Euclidean and non-Euclidean geometry. Topics of Euclidean geometry include incidence, convexity, the Parallel Postulate, Pasch's Theorem, and the geometry of transformations. Non-Euclidean geometry includes some finite and hyperbolic geometries. Prerequisite: MAT 120 or 123.
- MAT 409 ABSTRACT ALGEBRA.** (3). Algebraic structures; groups, rings and fields. Prerequisite: MAT 315.
- MAT 413 INTRODUCTION TO REAL ANALYSIS.** (3). Foundations of real numbers, analysis of real-valued functions of one variable, including limit, derivative, continuity. Students are strongly encouraged to take an upper level theoretical mathematics course before taking MAT 413. Prerequisite: MAT 304 and MAT 315.
- MAT 414 ADVANCED CALCULUS.** (3). Differential and integral calculus of functions of several variables, including vector functions, differentials, approximations, implicit and inverse function theorems. Prerequisite: MAT 304.
- MAT 415 MATHEMATICAL STATISTICS.** (3). Theory of probability, random variable, probability distributions and probability densities, mathematical expectation. Sampling distributions, introduction to estimation, confidence intervals and tests of hypotheses. Prerequisite: MAT 123.
- MAT 421/422 SPECIAL TOPICS IN MATHEMATICS.** (1-5). Topic to be listed schedule; may re-enroll in as topic changes. Prerequisite: 18 hours of required major courses and consent of instructor.
- MAT 450 INDEPENDENT STUDY.** (3). A course of independent study on a mathematical topic, in a mentoring environment, with one-on-one collaboration between faculty and student. Prerequisite: Permission of Department Head.
- MAT 461 INTRODUCTION TO MATHEMATICAL PROGRAMMING.** (3). Programming techniques for mathematics/science majors. Prerequisites: MAT 203 and concurrent enrollment in MAT 304.
- MAT 467 NUMERICAL ANALYSIS.** (3). Numerical methods for solving an equation or systems of equations, numerical differentiation and integration, interpolating polynomials, numerical solution of differential equations; computer programs for selected methods. Prerequisite: MAT 304 and 461.



**Degree Pathway  
Leading to a Bachelor of Arts in Mathematics  
Classical/Applied/Computer Science Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 111	Intermediate Algebra	3	MAT 121	Pre-Calculus	5
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	Area 4	PHY 103/104L suggested	4
Area 5C	PSY 101: General Psychology	3	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
Area 3	PHI 203: Ethics suggested	3			
Area 6	ART 100 or MUS 200 suggested	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	MAT 203	Calculus II	5
SPT 206	Fundamentals Of Speech	3	Area 4	ENV 103 or PHY 105 suggested	3
Area 6	PHI 101 or 102 suggested	3	MAT 117 or CS 237	Elementary Statistics or Intro to C++ Programming <sup>1</sup>	3
Area 5B	HIS 101 World Civil I suggested	3	MAT 406	History of Math *	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
MAT 315	Tech of Mathematical Proofs	3	MAT 304	Calculus III	5
MAT 405 or CS 338	Applied Statistics or Advanced C++ Programming <sup>2</sup>	3	Gen Elective	CS 105: Bus App for Microcomp or ET 104: Circuit Analysis suggested	3
Foreign Lang Requirement	FRE or SPA course	3	MAT 461 or CS 339	Mathematical Programming or Data Structure & Algorithm <sup>3</sup>	3
Gen Elective	MAT 119: Geo-Stat Elem Teachers or CS 101: Intro to CS/CIS or Engineering Graphics I suggested	3	Area 5D	SA 201 or ECO 201 or SOC 301	3
U D Elective	MAT 301: Elem of Function Anal or MAT 302: Elem of Geometry suggested	3	Foreign Lang Requirement	FRE or SPA course	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
MAT 467 or MAT 409 or U D course	Numerical Analysis or Abstract Algebra or an upper division course <sup>4</sup>	3	UD Elective	MAT 407: Modern Geometry suggested	3
U D Elective	MAT 390: Directed Tutoring or an upper division course	3	MAT 324	Differential Equations	3
Foreign Lang Requirement	Upper Division FRE or SPA course	3	Foreign Lang Requirement	Upper Division FRE or SPA course	3
MAT 403	Linear Algebra	3	Area 7	SA 200 or HIS 203 suggested	3
Area 8	HIS 102 or SA 202 suggested	3	MAT 413	Real Analysis or U D Elective <sup>5</sup>	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -- 121**

**Degree Pathway  
Leading to a Bachelor of Science in Mathematics  
Classical Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 111	Intermediate Algebra	3	MAT 121	Pre-Calculus	5
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	Area 4	PHY 103/104L suggested	4
Area 5C	PSY 101 General Psychology	3	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
Area 3	PHI 203: Ethics suggested	3			
Area 6	ART 100 or MUS 200 suggested	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	MAT 203	Calculus II	5
SPT 206	Fundamentals Of Speech	3	Area 4	ENV 103 suggested	3
Area 6	PHI 101 or 102 suggested	3	General Elective	MAT 117 Elementary Statistics suggested	3
Area 5B	HIS 101 World Civil I suggested	3	MAT 406	History of Math **	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
MAT 315	Tech of Mathematical Proofs	3	MAT 304	Calculus III	5
U D Elective	MAT 405 Applied Statistics suggested	3	Gen Elective	CS 105 Bus App for Microcomp or ET 104: Circuit Analysis suggested	3
Gen Elective	MAT 119 Geo-Stat Elem Teachers or CS 101 Intro to CS/CIS or CET 105 Engineering Graphics I suggested	3	MAT 461	Mathematical Programming	3
Gen Elective	BT 212 Intro to Biotech suggested	3	Gen Elective	PHY 105 Intro Astronomy *	3
U D Elective	MAT 301 Elem of Function Anal or MAT 302 Elem of Geometry or any upper division course	3	Area 5D	SA 201 or ECO 201 or SOC301	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
UD Elective	MAT 467 Numerical Analysis *	3	MAT 413	Real Analysis	3
U D Elective	MAT 390: Directed Tutoring *	3	MAT 324	Differential Equations	3
MAT 409	Abstract Algebra	3	Gen Elective	GIS 208 Intro to GIS suggested	3
MAT 403	Linear Algebra	3	Area 7	SA 200 or HIS 203 suggested	3
Area 8	HIS 102 or SA 202 suggested	3	UD Elective	MAT 407 Modern Geometry *	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -- 121**

\* These are suggested courses \*\*Writing Intensive course

**Degree Pathway  
Leading to a Bachelor of Science in Mathematics  
Applied Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 111	Intermediate Algebra	3	MAT 121	Pre-Calculus	5
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	Area 4	PHY 103/104L suggested	4
Area 5C	PSY 101 General Psychology	3	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
Area 3	PHI 203: Ethics suggested	3			
Area 6	ART 100 or MUS 200 suggested	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	MAT 203	Calculus II	5
SPT 206	Fundamentals of Speech	3	Area 4	PHY 103 or PHY 105 suggested	3
Area 6	PHI 101 or 102 suggested	3	MAT 117	Elementary Statistics	3
Area 5B	HIS 101 World Civil I suggested	3	MAT 406	History of Math *	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
MAT 315	Tech of Mathematical Proofs	3	MAT 304	Calculus III	5
MAT 405	Applied Statistics	3	Gen Elective	CS 105 Bus App for Microcomp or ET 104: Circuit Analysis **	3
Gen Elective	MAT 119 Geo-Stat Elem Teachers or CS 101 Intro to CS/CIS or CET 105 Engineering Graphics I **	3	MAT 461	Mathematical Programming	3
Gen Elective	BT 212 Intro to Biotech suggested	3	Gen Elective	CS 237 Intro to C++ Programming suggested	3
U D Elective	MAT 301: Elem of Function Anal or MAT 302: Elem of Geometry- or any upper div course **	3	Area 5D	SA 201 or ECO 201 or SOC301 suggested	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
MAT 467	Numerical Analysis	3	U D Elective	MAT 390: Directed Tutoring suggested	3
U D Elective	MAT 390: Directed Tutoring or any UD course suggested	3	MAT 324	Differential Equations	3
U D Elective	MAT 409: Abstract Algebra suggested	3	Area 7	SA 200 or HIS 203 suggested	3
MAT 403	Linear Algebra	3	Area 8	SA 202 or HIS 102 suggested	3
Gen Elective	GIS 208: Intro to GIS suggested	3	U D Elective	MAT 407: Modern Geometry **	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -- 121**

\*Writing Intensive course \*\* Suggested courses

**Degree Pathway  
Leading to a Bachelor of Science in Education  
Mathematics Emphasis**

<b>Semester 1 (pre-education)</b>		<b>Hrs.</b>	<b>Semester 2 (pre-education)</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	MAT 203	Calculus II	5
ENG 101	Comp and Rhetoric I	3	ENG 102	Comp and Rhetoric II	3
GE 101	University Seminar	1	Area 4	PHY 103 or PHY 105	3
Area 5C	PSY 101 Gen Psychology	3	Area 5A	HIS 205 or 206 US History	3
Area 6	ART 100 or MUS 200 suggested	3	Area 3	PHI 203: Ethics suggested	3
TOTAL:		<b>15</b>	TOTAL:		<b>17</b>
<b>Semester 3 (pre-education)</b>		<b>Hrs.</b>	<b>Semester 4 (pre-education)</b>		<b>Hrs.</b>
Area 5B	HIS 101 or 102 World Civil I or II	3	MAT 304	Calculus III	5
SPT 206	Fundamentals Of Speech	3	EDU 202	Observations in Education	1
Area 4	BIO 103/104L-science w/lab	4	Area 8	EDU 260: Edu and Cultural Div	3
Area 5D	SA201/202/SOC301/ECO201	3	SE 221	Education of the Except Child	2
Area 6	PHI 101 or 102 suggested	3	EDU 204	Educational Psychology	3
TOTAL:		<b>16</b>	EDU 251	Prof Ed Legal & Ethical Issues	3
			TOTAL:		<b>17</b>
<b>Semester 5 (pre-education)</b>		<b>Hrs.</b>	<b>Semester 6 (pre-education)</b>		<b>Hrs.</b>
			MAT 417M	Methods in Content Field	2
MAT 405	Applied Statistics	3	MAT 407	Modern Geometry	3
EDU 317	Differentiated Instruction	3	MAT 461	Mathematical Programming	3
MAT 315	Tech of Mathematical Proofs	3	EDU 325	Assessment and Data Driven	3
EDU 322	Adolescent Development	3	MAT 406	History of Mathematics *	3
EDU 316	Techniques of Teaching	3	EDU 420	Reading in the Content Field	3
TOTAL:		<b>15</b>	TOTAL:		<b>17</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
EDU 304	Practicum 7-12	1	EDU 474	Student Teaching	10
Area 5A	PSC 203: National Government	3	EDU 475	Seminar in Student Teaching	2
EDU 435	Classroom Management	3			
MAT 403	Linear Algebra	3			
Area 7	SA 200, HIS 203 or MUS 205 **	3			
MAT 409	Abstract Algebra	3			
TOTAL:		<b>16</b>	TOTAL:		<b>12</b>

**Total Required Hours -- 125**

\* writing intensive course \*\* suggested courses

- 1: Choose MAT 117 for applied option or CS 237 for CS option
  - 2: Choose MAT 405 for applied option or CS 338 for CS option
  - 3: Choose MAT 461 for applied & classical options or CS 339 for CS option
  - 4: Choose MAT 467 for applied option or MAT 409 for classical option or an upper division course (CS 321 suggested) for CS option;
  - 5: Choose MAT 413 for classical or applied option or CS 336 suggested for CS option
- \*: Writing Intensive course

## Course Requirements

### For Middle School Endorsement

It is recommended that students add the middle school endorsement (grades 6-8) to their B.S.Ed. in Mathematics (9-12)

MAT 113	College Algebra	3
MAT 119 or MAT 302	Geometry and Statistics for Elementary Teachers or Elements of Geometry	3
EDU 416	Reading and Writing in the Middle School*	4
EDU 460	Middle School Foundation	3
EDU 320	Assessment and Data Driven Decision Making	2
<b>Total</b>		<b>15</b>

### Mathematics Course Requirements

Leading to Middle School Certification  
for Elementary Education and Middle School Mathematics Majors

Students must complete a minimum of 25 hours with a minimum grade of “C” in the following courses

MAT 117	Elementary Statistics	3
MAT 119	Geometry and Statistics	3
MAT 121	Pre-Calculus	5
MAT 123	Calculus I	5
MAT 302 or 407	Elements of Geometry or Modern Geometry	3
MAT 315	Techniques of Mathematical Proofs	3
MAT 406	History of Mathematics	3
<b>Total</b>		<b>25</b>

**Note: MAT 111 is a pre-requisite course for MAT 117, MAT 119 and MAT 121**

### Course Requirements

Leading to a Minor in Mathematics  
(A minimum of 19 hours is required)

**The following specific courses are required (with a grade of “C” or better) for a Minor in Mathematics (choose one option)**

#### Math Options

##### Classical:

MAT 123	Calculus I	5
MAT 203	Calculus II	5
MAT 315	Techniques of Mathematical Proofs	3
MAT 324	Differential Equations	3
MAT 409	Abstract Algebra	3
<b>Total</b>		<b>19</b>

##### Computational:

MAT 123	Calculus I	5
MAT 203	Calculus II	5
MAT 324	Differential Equations	3
MAT 461	Intro to Mathematical Programming	3
MAT 467	Numerical Analysis	3
<b>Total</b>		<b>19</b>

##### Statistics:

MAT 123	Calculus I	5
MAT 203	Calculus II	5
MAT 405	Applied Statistics	3
MAT 415	Mathematical Statistics	3
MAT 461	Intro to Mathematical Programming	3
<b>Total</b>		<b>19</b>

# PHYSICS

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**Professor:**

Balasubramanian, Sunder

**Assistant Professor:**

Mishra, Ajay

## **Mission**

The mission of the Physics program is to provide educational opportunities for students from various backgrounds to be successful in a complex, technological and diverse society. The program is dedicated to teaching the principles and concepts of physical sciences and demonstrating how it applies to our natural and social environment; provides majors with current and relevant programs that prepare them for employment or professional advancement and conducts laboratory and research experiences for undergraduates that reinforce learning and applications of empirical methods of science. The program accomplishes its goals through small classes and individual attention in a nurturing educational environment.

## **Degrees Offered**

Bachelor of Science with a major in Physics

Bachelor of Science in Education with a major in Physics

## **Objectives**

Students completing the B.S. degree in Physics or the B.S. Ed. degree with a major in Physics will

1. acquire a basic understanding of major concepts of physical processes in their environment
2. gain the ability to observe, measure, analyze, and interpret data from the physical environment
3. demonstrate the ability to express themselves effectively in both written and oral scientific communication
4. show evidence of success in graduate study or employment in fields related to physics

## **Assessment Program**

Assessment of physics knowledge and skills will take place in the junior and senior years of the majors. The assessment will include both written and oral presentations of scientific information as well as a detailed examination of their scientific experiences. In order to assess student progress in the objective areas they will participate in the following courses or activities:

1. Students will generate a portfolio of their laboratory reports, homework and essay exams and participate in class presentations which will be documented for later review.
2. Students receiving a B.S. degree in physics will take the major field exit exam prior to graduation.
3. Students receiving a B.S.Ed. degree with a major in physics will take the Praxis exam prior to graduation.
4. Future employment status of all students receiving degrees in Physics will be assessed by student participation in an employment survey following graduation.

## Computer Skills Requirement

Upon completion of the Physics or Physics Education degree program at Lincoln University, the student will have gained a basic understanding of computers and various software programs. Students will have the opportunity to gain the necessary computer knowledge and skills by taking CS 103 (or the equivalent). Students will also have opportunities to develop computer skills in other science courses which require the use of the computer.

## Required Courses

A minimum of 40 upper division hours (those numbered 300 and above) is required for graduation.

### Major: B.S. in Physics

A minimum grade of "C" in PHY 201, 202, 300, 301, 306, 316, 320, 330, 340L and 410; CHM 101 and 102; MAT 123, 203, 304 and 324.

### Major: B.S. Ed. in Physics

In addition to the required professional education courses, a student must complete the following courses with a minimum grade of "C": PHY 103, 104L, 201, 202, 300, 301, 306, 316, 320, 330, 340L and 410; CHM 101 and 102; MAT 123, 203, 304, 324, and PHI 308.

**Minor:** At least 18 credit hours with a minimum grade of "C" in PHY 201, 202, 340L, and 7-9 credit hours of 300-400 level Physics courses.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**PHY 101 COLLEGE PHYSICS I.** (4, fa, LF). Course includes mechanics, heat, and sound. Calculus not used. Applications for the life sciences will be emphasized. Three two-hour activity-based classes with embedded labs. Prerequisite: A grade of "C" or better in MAT 111; MAT 113 or 121 recommended.

**PHY 102 COLLEGE PHYSICS II.** (4, sp, LF). Continuation of PHY 101. Course includes electromagnetism, light and optics. Applications for the life sciences will be emphasized. Three two-hour activity-based classes with embedded labs. Prerequisite: A grade of "C" or better in PHY 101; MAT 114 or 121 recommended.

**PHY 103 EARTH SCIENCE.** (3, fa, sp). Fundamental physical principles with specific applications to meteorology, astronomy, geology, and oceanography. Students needing a physical science lab course should enroll concurrently in PHY 104. Three one-hour lectures.

**PHY 104L EARTH SCIENCE LABORATORY.** (1, fa, sp, LF). Laboratory course designed to engage students in experiments relating to physical principles and their applications. Fulfills general education lab requirement. One two-hour laboratory. Prerequisite: Previously taken or concurrent enrollment in PHY 103.

**PHY 105 INTRODUCTORY ASTRONOMY.** (3, fa, sp). A survey course in contemporary astronomy, methods and instruments of astronomy, the solar system, planets, moons, the sun, stars, stellar formation and evolution, galaxies, and cosmology.

- PHY 106L INTRODUCTORY ASTRONOMY LAB.** (1, fa, sp, LF). A laboratory course to accompany Introductory Astronomy. A combination of outdoor observations of the sky and indoor experiments in the physical background of astronomy and measurement techniques used in astronomy. Prerequisite: PHY 105 or concurrent enrollment in PHY 105.
- PHY 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.
- PHY 201 GENERAL PHYSICS I.** (5, fa, LF). Calculus-based course designed to meet the needs of majors in physics, chemistry and mathematics, and students who plan to study engineering. Course includes mechanics, heat and waves. Three two-hour activity-based classes with embedded labs and one one-hour problem solving class. Prerequisite: A grade of "C" or better in MAT 123.
- PHY 202 GENERAL PHYSICS II.** (5, sp, LF). Continuation of Physics 201; course includes electromagnetism, light and atomic physics. Three two-hour activity-based classes with embedded labs and one one-hour problem solving class. Prerequisites: A grade of "C" or better in PHY 201 and MAT 203.
- PHY 210 WORLD ENERGY: RESOURCES AND UTILIZATION.** (3). A study of world energy resources including solar, wind, fossil fuel, nuclear, tidal, hydro, and geothermal energies; the study will include considerations of energy collection, utilization, distribution, and degradation. Emphasis may be given during any given semester to one particular form of energy (and its utilization, etc.). Three one-hour lectures. Prerequisite: Either PHY 101 or PHY 103 or PHY 201 or the equivalent.
- PHY 300 METHODS OF MATHEMATICAL PHYSICS.** (3). Advanced mathematical techniques with an emphasis on applications in physics. Topics will include vector calculus, differential equations, infinite series, complex variables, Fourier series, and integral transforms. Prerequisites: A grade of "C" or better in PHY 201-202, Corequisite: MAT 304.
- PHY 301 MECHANICS.** (3). Principles and techniques of mechanics dealing primarily with classical problems in particle and rigid body dynamics. Vector analysis. Newtonian, Lagrangian, and Hamiltonian formulations. Three one-hour lectures. Prerequisites: A grade of "C" or better in PHY 201-202; MAT 304 corequisite.
- PHY 306 OPTICS.** (3). Geometrical and physical optics; image formation by lenses and mirrors, interference, diffraction, polarization, optical aspects of spectrometry. Three one-hour lectures. Prerequisites: A grade of "C" or better in PHY 201-202; MAT 304 corequisite.
- PHY 316 ELECTRICITY AND MAGNETISM.** (3). Charges at rest, charges in motion and their magnetic effects, Maxwell's equations and electromagnetic waves. Three one-hour lectures. Prerequisites: A grade of "C" or better in PHY 201-202; MAT 304 corequisite.
- PHY 320 MODERN PHYSICS.** (3). Foundations of wave mechanics, including quantum effects, special relativity, wave-particles, nature of matter, electromagnetic energy, atomic spectra, and optics. Three one-hour lectures. Prerequisites: A grade of "C" or better in PHY 201-202; MAT 304 corequisite.



- PHY 330 HEAT AND THERMODYNAMICS.** (3). Laws of thermodynamics, engine cycles, temperature, entropy, internal energy, phase rule, heat transfer. Three one-hour lectures. Prerequisite: A grade of “C” or better in PHY 201-202; MAT 304 corequisite.
- PHY 340L ADVANCED LABORATORY.** (1, LF). Introduction to the use of experimental apparatus and modern laboratory techniques. Experiments will be selected from areas of modern physics, optics, and electronics. This course is designated writing intensive. Prerequisites: A grade of “C” or better in PHY 201-202.
- PHY 400 RESEARCH IN PHYSICS.** (1-3, fa, sp, may re-enroll, maximum 6 credits). Individual research involving a survey of physics literature, experimental design, collection, analysis and reporting of data. Open to junior and senior physics majors. Prerequisite: Physics majors, written consent of instructor, see department head for further information.
- PHY 401 SPECIAL TOPICS IN PHYSICS.** (1-4, LF may be required). Topic to be listed in course schedule; may or may not include laboratory; may re-enroll as topic changes. Prerequisites: PHY 101-102 or 201-202 and consent of instructor.
- PHY 410 QUANTUM MECHANICS.** (3). Introduction to the theory of Quantum Mechanics, including the wave function, eigenvalue problems, the time-independent Schrodinger Equation, Quantum systems in three dimensions, and time-independent perturbation theory. Prerequisites: A grade of “C” or better in PHY 201-202, PHY 320, MAT 324.
- PHY 499 PRACTICUM IN PHYSICS.** (1-3). Supervised field experience that will allow students to observe and document how working professionals perform their job responsibilities. Students will participate to a limited extent in performing tasks under supervision by program professors and on-site staff, and as allowed by experience and the law. Students are assigned (or can find opportunities themselves, if approved) to work in a research or professional setting and receive dual supervision from a physics faculty member and an official from the company or agency to which the student is assigned. Prerequisites: Physics major, junior/senior standing, prior permission of the instructor.

**Degree Pathway  
Leading to a Bachelor of Science  
in Physics**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
PHY 201 - General Physics I	5	PHY 202 - General Physics II	5
MAT 123 - Calculus I	5	MAT 203 - Calculus II	5
GE 101 - University Seminar	1	ENG 102 - Comp. & Rhet. II	3
ENG 101 - Comp. & Rhet. I	3	PSY 101 - General Psychology	3
HIS 205* - US History I	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
PHY 320 - Modern Physics	3	PHY 330 - Heat & Thermodynamics	3
CHM 101 - General Chemistry I	4	PHY 304L - Advanced Lab	1
HIS 101* - World Civ. I	3	CHM 102 - General Chemistry II	4
Electives	4	MAT 304 - Calculus III	5
		MAT 324 - Differential Equations	3
<b>Total Hours</b>	<b>14</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
PHY 300 - Methods of Mathematical Physics	3	PHY 306 - Optics	3
PHY 301 - Mechanics	3	HIS 102* - World Civ. II	3
SPT 206 - Fundamentals of Speech	3	ART 100* - Intro. to Art	3
PSY 202 - Psychology of Personal Adjustment	3	Elective	4
Elective	3		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>13</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
PHY 316 - Electricity & Magnetism	3	PHY 410 - Quantum Mechanics	3
MUS 205* - Mus. of Black. Amer.	3	SA 201* - Intr. to Sociology	3
MUS 200* - World of Music	3	Electives	9
Electives	6		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>15</b>
<b>Total Required Hours -121</b>			

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
in Physics**

<b>Semester 1</b>	<b>Hrs.</b>	<b>Semester 2</b>	<b>Hrs.</b>
PHY 201 - General Physics I	5	PHY 202 - General Physics II	5
MAT 123 - Calculus I	5	MAT 203 - Calculus II	5
GE 101 - University Seminar	1	ENG 102 - Comp. & Rhet. II	3
ENG 101 - Comp. & Rhet. I	3	EDU 325- Assessment for Educators	3
PSY 202 - Psychology of Personal Adjustment	3		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>16</b>
<b>Semester 3</b>	<b>Hrs.</b>	<b>Semester 4</b>	<b>Hrs.</b>
PHY 320 - Modern Physics	3	PHY 330 - Heat & Thermodynamics	3
CHM 101 - General Chemistry I	4	PHY 304L - Advanced Lab	1
HIS 203* - African American History	3	CHM 102 - General Chemistry II	4
MAT 304 - Calculus III	5	SPT 206 - Fundamentals of Speech	3
		ART 100* - Intro. to Art	3
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>14</b>
<b>Semester 5</b>	<b>Hrs.</b>	<b>Semester 6</b>	<b>Hrs.</b>
PHY 300 - Methods of Mathematical Physics	3	PHY 306 - Optics	3
PHY 301 - Mechanics	3	SA 201*- Intr. to Sociology	3
PHI 308 - Philosophy of Science	3	PSC 203* - Am. Nat. Gov.	3
EDU 202 - Observations in Education	1	MAT 324 - Differential Equations	3
EDU 204 - Educational Psychology	3	EDU 322 - Adolescent Development	2
SE 221 - Edu. of Exceptional Child	2		
<b>Total Hours</b>	<b>15</b>	<b>Total Hours</b>	<b>14</b>
<b>Semester 7</b>	<b>Hrs.</b>	<b>Semester 8</b>	<b>Hrs.</b>
PHY 316 - Electricity & Magnetism	3	PHY 410 - Quantum Mechanics	3
PHY 103 - Earth Science	3	HIS 102* - World Civ. II	3
PHY 104L - Earth Science Lab	1	PSY 101 - General Psychology	3
EDU 316 - Techniques of Teaching	3	EDU 251 - Professional Educator	3
EDU 260 - Edu. and Cultural Diversity	3	EDU 420 - Tech. of Teaching Reading	3
EDU 417S - Meth. in Teaching Science	2	EDU 435 - Classroom Management	3
EDU 304 - Practicum 7-12	2		
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>18</b>
<b>Semester 9</b>	<b>Hrs.</b>		
EDU 475 - Seminar in Student Teaching	2		
EDU 474 - Student Teaching	10		
<b>Total Hours</b>	<b>12</b>		

**Total Required Hours -138**

\*These courses are suggestions from the general education options and can be substituted and are interchangeable in the pathway.

## Pre-Professional Training

Many educators believe that the best preparation for post-undergraduate professional training is completion of four years of college work. Accordingly, students who desire to pursue the study of medicine, osteopathic medicine, dentistry, veterinary medicine, podiatry, optometry or law are, in general, strongly urged to complete a four-year program leading to a bachelor's degree before entering these professional schools.

Through careful planning and consultation with the pre-professional advisor, a student can complete all pre-professional requirements while simultaneously satisfying requirements for a bachelor's degree.

## Pre-Medical

Lincoln University is prepared to provide adequate training for professional schools; however, there are no majors in pre-professional training for medical fields. While a heavy concentration of chemistry, biology and physics courses is recommended for the prospective medical student, completion of coursework is not a guarantee of admission to a professional school. In fact, very few students are accepted for admission without having completed a four-year degree program. The admissions offices of medical schools evaluate grade point averages and course content but also consider scores on the standardized pre-professional tests (MCAT, DAT). Students should pursue a course of study which will give them a broad scientific background.

Pre-medical advisement is conducted by the pre-professional advisors in the Department of Life and Physical Sciences.

Undergraduate work for students planning health-professional careers as medical physicians, dental physicians and osteopathic physicians should include the following:

Required Courses	Semesters
Biology (with lab) .....	1
Other biology (with lab)-may include:	
anatomy, embryology, genetics, or others .....	2
Inorganic chemistry (with lab) .....	2
Organic chemistry (with lab) .....	2
General physics (with lab) .....	2
Mathematics-algebra, calculus, statistics, or trigonometry .....	2
English composition and literature .....	2

## Pre-Dental, Pre-Podiatry, Pre-Optometry

Students preparing for dentistry, podiatry, and optometry are advised to follow the courses suggested for pre-medical students.

## Pre-Pharmacy

The first professional degree program in pharmacy, which qualifies the graduate for licensure examination, may be that leading to the baccalaureate degree in pharmacy or the doctor of pharmacy degree. The baccalaureate curriculum customarily requires a five-year program of study. A doctor of pharmacy program may also be designed as a post-baccalaureate in pharmacy curriculum with a combined period of study usually exceeding six years. Students at Lincoln University may complete up to two years of pre-professional study in any of the above degree programs. Courses recommended are similar to those in the freshman and sophomore curriculum for the B.S. in chemistry plus coursework in the biological sciences and social/behavioral sciences. However, since requirements vary from school to school, including the requirements for taking the Pharmacy College Admission Test (PCAT), students are encouraged to seek academic

advising and to contact specific colleges of interest or the American Association of Colleges of Pharmacy, 4630 Montgomery Avenue, suite 201, Bethesda, MD 20814.

**Pre-Veterinary Medicine**

A strong high school background in biology, chemistry, mathematics and physics is highly beneficial for those interested in pursuing veterinary medicine as a career. The rigorous university curriculum is designed to allow students to meet the 60 hour minimum requirement for application to the College of Veterinary Medicine at the University of Missouri-Columbia (See Animal Science Curriculum for an example of the specific courses at Lincoln University that meet the requirements).

Students completing 1) the courses outlined below, and 2) the Veterinary College Admission Test (VCAT) within three years of application and receiving a minimum score of 20 are eligible to apply. However, most students admitted to each freshman class in veterinary school have completed their Bachelor of Science degrees. The majority of these students have majored in Animal Science or Biology.

Non-academic activities are also important criteria for acceptance with a minimum 40 hours required observance of veterinarian(s) actively engaged in clinical work. Additional public activities are highly recommended. For additional information, contact either the Department of Agricultural and Environmental Sciences or the Department of Life and Physical Sciences.

Required courses	Semesters
English or communication skills.....	2
Mathematics.....	2
Inorganic chemistry .....	2
Organic chemistry.....	2
Biochemistry.....	1
Physics .....	2
Biological science .....	3
Social sciences or humanistic studies .....	4

# TECHNOLOGY

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Assistant Professors

Meysami, Ahmad

## **Mission**

The Technology curriculum is geared towards preparing students in Civil Engineering Technology, Drafting Technology and Pre-Engineering. Incorporating the developments and use of computers in the engineering field, students are prepared for a profession in civil engineering and architectural consulting, design and construction industries.

## **Degrees Offered**

Bachelor of Science with a major in Civil Engineering Technology

Associate of Applied Science with a major in Drafting Technology

Associate of Science in Pre-Engineering

## **Objectives**

Upon completion of the programs offered in Technology, students will

1. comprehend and apply the concepts of technology – its tools, materials and processes
2. have problem-solving and decision making abilities involving human and material resources, processes and technological systems
3. have the skills necessary for life-long learning in vocational, technical and industrial education
4. have the knowledge, expertise, and up-to-date training in technology
5. acquire comparable skills and will compare favorably with other students completing similar programs in the nation

## **Assessment Program**

Two methods of assessment shall be employed. These are the Exit Examination and the Graduate Employees Survey.

With the exception of the Pre-Engineering program, exit examinations shall be given to all graduating students. The exit examinations shall be prepared to reflect the major courses of the programs. Exit examinations of these programs shall be reviewed every two years to reflect new courses developed and offered.

Reports and surveys from employers of graduates will be collected and analyzed at the end of each academic year. The survey shall be prepared to quantitatively assess student's knowledge and training.

Data collected from the exit exam and internship survey will be analyzed by faculty to identify areas of strength and weakness, to plan changes and modifications as to training needs and to assess the trend of the profession as a whole.

As per the two + two articulation agreement between Lincoln University and Missouri University of Science & Technology (Missouri S&T-former UMR) and University of Missouri-Columbia (UMC), graduates of the Pre-Engineering program transfer to these schools to complete their B.S. degree in their respective engineering fields. Therefore, the success of Lincoln University students who transfer to complete their degrees (Engineering Design Phase) to other engineering schools is a quantitative measure of the students outcome as well as the qualitative measure of the pre-engineering program. To that end, Lincoln has been requesting yearly reports from these schools as to the status of the transfer students. Yearly reports of each student's GPA, as well as success rates and duration each of student's stay at these schools are received yearly. This will be continued and data collected shall be used as an assessment tool.

### **Computer Skills Requirement**

CS 103 or CS 105, or CS 237 is required for all majors.

### **Required Courses**

**Majors:** Bachelor of Science Degree Programs

**Civil Engineering Technology:** A student may major in Civil Engineering Technology by completing the following with a minimum grade of “

**CET 105, 106, 201, 202, 211, 212, 250, 304, 310, 320, 331, 360, 361, 401, 402, 414; CS 105, 237; MAT 121 (or MAT 113 & 114), MAT 123; PHY 101 and 102.**

**Majors:** Associate in Applied Science Degree Program (two-year)

**Drafting Technology:** A minimum grade of “C” in CET 105, 106, 211, 212, 310, 320, 414; ET 104; CS 105,; MAT 121 (or MAT 113 & 114) GE 101; ENG 101, 102; SPT 206; PSC 203 or 204 or HIS 205 or HIS 206 and 16 hours of approved electives selected from CET, CS, MAT, PHY, CHM or other approved areas. **Minor:** A student may minor in any of the curricula above by satisfactorily completing a minimum of 18 hours with a minimum grade of “C” in the curriculum selected, including 6 upper division hours.

**Major:** Associate of Science Degree Program (two-year)

**Pre-engineering:** Lincoln University has a cooperative agreement with the Missouri University of Science and Technology and University of Missouri Columbia that allows students to take the first two years of coursework at Lincoln, culminating in an A.S. degree, and the remaining two years at Missouri S&T or UMC in the engineering curriculum chosen. A minimum grade of C in MAT 123, MAT 203, MAT 304, MAT 324, CHM 101, PHY 201 and 202, CET 105, CET 106 or CS 237, CET 201, ET 104 or MAT 415. In addition majors must take ENG 101, 102, GE 101, PSC 203 (or HIS 205 or HIS 206), ECO 201 and an elective in humanities or social studies. Depending on the engineering curriculum chosen, students may take additional courses from the list: CHM 102, CET, 202, 212, 250 and 331.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

### Civil Engineering Technology

- CET 105 ENGINEERING GRAPHICS I WITH AUTOCAD.** (3, fa, sp, LF). Fundamental principles of technical drawing. Topics include basic computer operations, getting started to use AutoCAD, fundamentals of 2D construction, drawing and design, sketching, orthographic views, sectional views and dimensioning. Two hours lecture and four hours lab.
- CET 106 ENGINEERING GRAPHICS II WITH AUTOCAD.** (3, sp, LF). Topics include dimensioning tolerances, threads and fasteners, gears, bearings and cams. Working drawing, fundamentals of 3D drawing, solid modeling, and descriptive geometry. Two hours lecture and four hours lab. Prerequisite: CET 105.
- CET 201 ENGINEERING MECHANICS.** (4). Application and principles of mechanics to engineering problems of equilibrium. Topics include resultants, resolution of forces, equilibrium, friction, center of gravity, first-area-moment, moment of inertia, simple beams, and determinate plane trusses, frames and structures. Four hours lecture. Prerequisites: PHY 101, MAT 123.
- CET 202 STRENGTH OF MATERIALS.** (4). Application of the principles of mechanics to engineering problems of strength and stiffness. Topics include stress and deformation of elastic materials, thin cylinders, torsion, beams, column, and combined stresses at a point. Four hours lecture. Prerequisite: CET 201.
- CET 211 CIVIL ENGINEERING DRAWING.** (3, LF). This course is an engineering focused drafting course utilizing Computer-Aided Drafting and Design (CADD) software that develops computer skills and electronic skills and applications within engineering and applications of drafting within manufacturing. Two hours lecture and four hours lab. Prerequisite: CET 105.
- CET 212 ELEMENTARY AND INTERMEDIATE SURVEYING.** (4, LF): Theory and application of the principles of plane surveying, leveling, traverse computation and topographic surveying. Engineering surveying to include building layout, highway vertical and horizontal curves and the survey of bridges, tunnels and earthwork. Three hours of lecture and three hours of lab.
- CET 250 ENGINEERING MECHANICS-DYNAMICS.** (3). Application of the principles of mechanics to engineering problems as they apply to motion and acceleration, including plane motion, force, mass, work and energy. Three hours lecture. Prerequisite: CET 201.
- CET 304 STRUCTURAL ANALYSIS.** (4). Analysis of statically determinate beams, frames, and trusses, shear and bending moment diagrams influence lines, and beam deflections. Analysis of statically indeterminate structures, area-moment, slope deflection, moment distribution; energy methods, use of computers in problem solving stresses. Four hours lecture. Prerequisite: CET 201.



- CET 310 CONSTRUCTION TECHNIQUES AND MATERIALS.** (3). A study of construction methods and procedures and also of the origin, production, use, and properties of construction materials. Three hours of lecture. Prerequisite: CET 106
- CET 320 ARCHITECTURAL WORKING DRAWING AND BLUEPRINT READING.** (3, LF). The preparation and interpretation of working drawings as they apply to the different crafts in the construction of a building, including plans, elevations, sections, detail drawing, and the fundamental of blueprint reading and interpretation as they pertain to machine drawing. Three hours of lecture and three hours of lab. Prerequisite: CET 106
- CET 331 MATERIALS TESTING LABORATORY.** (1, LF). Tests to determine the physical properties and behavior of construction and engineering materials including steel, iron-carbon alloys, aluminum, concrete, wood and plastics. ASTM AASHTO testing procedures, instrumentation and the analysis and interpretation of test data. Three hours lab. Prerequisites: CET 201 and concurrent enrollment in CET 202.
- CET 332 INTRODUCTION TO ENVIRONMENTAL TECHNOLOGY.** (3). Introduction to hazardous materials and waste; pollution control and waste minimization; environmental regulations; case study. Three hours lecture.
- CET 350 FLUID MECHANICS.** (3, sp). A study of the behavior of fluids at rest and in motion. Concepts of statics and dynamics of fluids. Emphasis on the principles and application of continuity, momentum, energy. Some introduction to open channel flows and hydrodynamics. Three hours lecture. Prerequisite: MAT 123.
- CET 355 WATER AND WASTE WATER TECHNOLOGY.** (3). A study of quantity, treatment and distribution of water; and of the collection, treatment and disposal of waste water. Three lecture hours. Prerequisite: CET 350.
- CET 360 SOIL MECHANICS AND FOUNDATIONS.** (4). Introduction to soil engineering. Identification of soils and application of soil for engineering purposes. Methods of exploration and soil testing required for design of foundation retaining walls and techniques of mechanics measurement. Identification and classification of soils, moisture-density relationships, shearing strength, permeability, capillarity and consolidation. Four hours lecture. Prerequisite: CET 201.
- CET 361 SOIL MECHANICS LABORATORY.** (1, LF). Laboratory practices and procedures in studying the engineering properties of soil. Instrumentation testing procedures, data collection, analysis, interpretation and reporting is stressed. Three hours lab. Prerequisite: Concurrent enrollment in CET 360.
- CET 365 TRANSPORTATION ENGINEERING.** (3). A study of the design, development, regulation, and interrelation of modern highways, urban transportation systems, rail, air, water, and pipeline transportation systems. Three hours lecture. Prerequisite: CET 212.
- CET 401 REINFORCED CONCRETE.** (4). The theory and design of reinforced concrete slabs, beams, columns, walls and footing, and the design, proportioning, inspection and pouring of concrete mixes. Four hours lecture. Prerequisite: CET 304.
- CET 402 STEEL DESIGN.** (3). Basic principles of structural steel design. Design of beams, axially loaded members, columns, bolted connections and welding. Three hours lecture. Prerequisite: CET 304.

**CET 410 CONTRACT SPECIFICATIONS.** (3). Organization of the construction industry, types of construction contracts, preparation and administration of construction contracts, construction plans and specifications. Three hours lecture. Prerequisite: CET 225.

**CET 414 BUILDING ENGINEERING SYSTEMS AND DESIGN.** (3). Planning and design of building engineering systems. Application of course work to actual job situations, including field trips. This course is designated writing intensive. Three hours lecture. Prerequisite: Upper division standing.

### **Electronics Technology**

**ET 101 BASIC ELECTRONICS.** (3). Study of the fundamentals of electric current flow. Ohm's law, Kirchhoff's laws, power and energy, safety devices, simple series, parallel, and combination resistive and magnetic circuits, power supply, motors, and generators. Two hours lecture and three hours lab.

**ET 104 CIRCUIT ANALYSIS.** (3). Study of the network theorems and methods of analysis of resistive, RC, RL, and RCL circuits, resonant and non-resonant AC circuits, transformers, AC power, phasor, and polyphase systems. Three hours lecture. Prerequisites: MAT 113.

**ET 211 DIGITAL DESIGN.** (3, LF). Study of the number systems, logic gates, Boolean Algebra, Simplification of Boolean function, decoders, encoders, code converters, multiplexers, de-multiplexers, counters, memory devices and adders. Two hours lecture and two hours lab. Prerequisite: CS 101

### **General Technology**

**GT 131 ENERGY INDUSTRY FUNDAMENTALS I.** (4). Introduction to fundamentals of the energy industry, with particular focus on the scientific principles behind energy sources, hazards, generation, transmission, and storage. Laboratory component is integrated into activity-based classes. Prerequisite: MAT 111 or permission of instructor.

**GT 132 ENERGY INDUSTRY FUNDAMENTALS II.** (3). Continuation of GT 131. Upon successful completion of course, students will be eligible to take an exam to earn an industry-recognized, ANSI-accredited certification in Energy Industry Fundamentals. Prerequisite: GT 131 with a grade of "C" or better.

**Degree Pathway  
Leading to a Bachelor of Science  
in Civil Engineering Technology**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 111	Intermediate Algebra	3	MAT 121	Pre-Calculus	5
ENG 101	Comp and Rhetoric I	3	ENG 102	Comp and Rhetoric II	3
GE 101	University Seminar	1	CET 106	Engineering Graphics II	3
CET 105	Engineering Graphics I	3	Area 5B	HIS 101 World Civil I suggested	3
Area 5C	PSY 101: General Psychology	3	LS 101	Elective suggested	1
Area 3	PHI 203: Ethics suggested	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
SPT 206	Fundamentals Of Speech	3	Area 6	PHI 101 or 102 suggested	3
CET 212	Elementary Surveying	4	PHY 102	College Physics II	4
PHY 101	College Physics I	4	CET 201	Engineering Mechanics - statics	4
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>14</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
CET 310	Construction Techniques	3	CET 250	Engineering Mech-Dynamics	3
CET 202	Strength of Materials	4	Area 5D	SOC 301 Family suggested	3
CET 320	Architectural Drawing	3	CET 211	Civil Engineering Drawing	3
CS 105	Bus App for Microcomputers	3	CS 237	Intro to C++ Programming	3
CET 331	Materials Testing	1	Area 7	SA200 or ENG308 or HIS402 *	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
CET 304	Structural Analysis	4	CET 401	Reinforced Concrete	4
CET 360	Soil Mechanics	4	CET 402	Steel Design	3
CET 361	Soil Mechanics lab	1	UD Elective	Web Design suggested	3
CET 414	Building Engineering Sys Design **	3	Area 8	HIS 102 or SA 202 or ENG 320 *	3
UD Elective	MAT 405 or MAT 415 suggested	3	Area 6	ART 100, ART 331, MUS 200 *	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>16</b>
<b>Total Required Hours - 121</b>					

\*Upper division courses are suggested in two of the Areas 6, 7, & 8 \*\* writing intensive course

**Degree Pathway  
Leading to an Associate of Science in Pre-Engineering**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 123	Calculus I	5	MAT 203	Calculus II	5
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
CHM 101	General Chemistry I	4	CS 237 or CET 106	Intro to C++ Programming or Engineering Graphics II	3
CET 105	Engineering Graphics I	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>14</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
PSY 101 or SA201	General Psychology or Intro to Sociology suggested	3	MAT 304	Calculus III	5
ECO 201	Macro Economics	3	MAT 324	Differential Equations	3
ET 104 or MAT 415	Circuit Analysis or Mathematical Statistics	3	CET 201	Engineering Mechanics - Statics	4
PHY 201	General Physics I	5	PHY 202	General Physics II	5
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>17</b>

**Total Required Hours --- 61**

Note: Depending on the Engineering degree chosen, students may take additional courses from the following list:

CET 202: Strength of Materials	4 credit hours
CET 212: Elementary Surveying	4 credit hours
CET 250: Engineering Mechanics – Dynamic	3 credit hours
CET 331: Materials Testing Laboratory	1 credit hour
CHM 102: General Chemistry II	4 credit hours

**Degree Pathway  
Leading to an Associate of Applied Science in Drafting Technology**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
MAT 121	Pre-Calculus	5	SPT 206	Fundamentals of Speech	3
ENG 101	Comp & Rhetoric I	3	ENG 102	Comp/Rhetoric II	3
GE 101	University Seminar	1	CET 106	Engineering Graphics II	3
Approved Elective	MAT 117: Elementary Statistics suggested	3	Area 5A	PSC 203 or 204 or HIS 205 or 206	3
CET 105	Engineering Graphics I	3	Approved Elective	MAT 123: Calculus I suggested	5
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
CET 310	Construction Techniques	3	CET 211	Civil Engineering Drawing	3
Approved Elective	PHY 101: College Physics I suggested	4	CET 414	Building Engineering Design	3
CET 320	Architectural Working Drawing	3	Approved Elective	CET 201: Engineering Mechanics suggested	4
CET 212	Elementary & Inter Surveying	4	CS 105	Business App for Microcomputer	3
ET 104	Circuit Analysis	3			
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>13</b>

**Total Required Hours --- 62**

# SOCIAL AND BEHAVIORAL SCIENCES

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## Faculty

Kurt DeBord, Professor, Psychology, Department Head

Mara Aruguete, Professor of Psychology

Abdoulaye Bah, Professor of Criminal Justice and Sociology

Michael Bardot, Professor of History

Rodica Ghinescu, Professor of Psychology

Amy Gossett, Professor of Political Science

Gary Homann, Professor of Psychology

Roger Jungmeyer, Professor of History

Carlos Cunha, Associate Professor of Political Science

Thomas Gubbels, Associate Professor of History

Walter Johnson, Associate Professor of Psychology

Bruce Scovill, Associate Professor of History

Sharon Squires, Associate Professor of Sociology

Christine Boston, Assistant Professor of Sociology and Anthropology

Anthony Gonzalez, Assistant Professor of Criminal Justice

Melvin Herrington, Assistant Professor of Criminal Justice

Olivia Hertzler, Assistant Professor of Sociology

Gary Kowaluk, Assistant Professor of Criminal Justice

April Napier, Assistant Professor of Social Work

Chè Wilson, Instructor of Sociology

## Degrees Offered

Bachelor of Arts in

- History
- Political Science
- Psychology
- Sociology

Bachelor of Science in

- Criminal Justice
- History
- Political Science
- Psychology
- Sociology
- Social Work

Bachelor of Science in Education

- Social Science

Associates of Arts in

- Criminal Justice

## Minor

Anthropology

Criminal Justice

History

Political Science

Psychology

Public History

Social Work

Sociology

# CRIMINAL JUSTICE ADMINISTRATION

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## **Professor:**

Bah, Abdoulaye

## **Assistant Professors:**

Gonzalez, Anthony

Herrington, Melvin

Kowaluk, Gary

## **Mission**

The mission of the Department of Social and Behavioral Sciences is to provide excellent educational opportunities for a diverse student population in the context of an open enrollment institution. The Department provides student-centered learning in a nurturing environment, integrating teaching, research, and service with practical real-world application. The Department offers relevant, high quality undergraduate and select graduate programs that prepare students for careers and lifelong learning.

## **Degrees Offered**

Bachelor of Science major in Criminal Justice Administration with emphasis in

- General
- Law Enforcement
- Corrections
- Research
- Courts

Associate of Arts in Criminal Justice Administration.

## **Objectives**

Students who successfully complete the degree programs in Criminal Justice Administration will:

1. Demonstrate a general knowledge of the areas of Criminal Justice (law enforcement, courts, corrections, probation and parole, juvenile delinquency, and criminal justice research methods).
2. Demonstrate an understanding of the administration of the attendant problems or issue of Criminal Justice agencies.
3. Demonstrate a functional grasp of the theories, concepts, and practices that are unique to the Criminal Justice profession.

## **Assessment Program**

The faculty members of the Criminal Justice program are actively engaged in student outcome assessments as a means of attaining the area's academic objectives and the University's Mission. Faculty utilize a wide variety of assignments and examinations in their courses to assess student critical thinking, oral and written communication skills, and pertinent knowledge acquisition and integration. All students must complete the ETS major field examination.

## **Computer Skills Requirement**

Upon completion of the Criminal Justice Administration program at Lincoln University, students will have gained a basic understanding of current computer

technologies, as well as the general use and application of current and emerging software.

Since technology continues to play a vital role in the field of Criminal Justice, it is essential that criminal justice students demonstrate functional proficiency with technology. Students' abilities will be validated through the successful completion (as a minimum) of CS 105 (Business Applications for the Microcomputer), its equivalent or higher; as well as other computer or technology related courses as designated by the Criminal Justice faculty.

## Required Courses

**Major:** B.S. in Criminal Justice Administration with a *General emphasis*;

A minimum grade of "C" in CJ 204, CJ 208, CJ 311, CJ 320, CJ 340, CJ 345, CJ 485, and SOC 405; 15 elective hours from any other CJ, LE or COR course; or HIS414, HIS 415, HIS485, PSC 310, PSC 430, PSY 404, SOC 303, SOC 402, SOC 403, SOC 406, SS452, and SS452. In addition, the student must complete with a minimum grade of "C" 3 hours of ethnic perspective. Ethnic perspective courses include AAS 200, ANT 311, ANT 411, ART 205, CJ 351, HIS 203, HIS 402, HIS 403, MUS 205, PHI 208, PSC 350, SOC 302, and SOC 306. Also required are 3 hours of any 400-level behavioral elective, not previously completed, from the disciplines of Anthropology, Economics, Political Science, Psychology, Sociology, or Social Work.

For a *Law Enforcement emphasis*, courses include : LE 410, LE 420, LE 430, and CJ 421; LE 450 and LE 451 or CJ 460; and 6 hours from CJ 308, CJ 351, CJ 475, CJ 480, CJ 485, HIS 415, PSC 310, PSC 430, PSY 404, SOC 303, SOC 402, SOC 403, and SOC 406.

For a *Corrections emphasis*, courses include: COR 415, COR 425, and COR 435; COR 455 and COR 456 or CJ 460; SW 401 or SW 402; and 6 hours from CJ 308, CJ 351, CJ 421, CJ 475, CJ 480, CJ 485, SW 201, SW 301, HIS 415, SOC 303, SOC 402, SOC 403, SOC 406, PSC 310, and PSY 404.

For a *Research emphasis*, courses include: SS 451, SS 452, HIS 385, and CJ 485; PSY 208, SOC 415 or SOC 453; and 6 hours from CJ 351, PSC 420, PSC 440, PSC 450, HIS 476, ANT 410, SOC 401 and SOC 404.

For a *Courts emphasis*, courses include: PSC 430, CJ 475, SOC 406, PSC 310, BAD 275 or BAD 412, and CJ 308 or PHI 304; and 6 hours from CJ 351, CJ 480, CJ 485, HIS 415, PSY 404, SOC 303, SOC 402, and SOC 403.

It is ***strongly recommended*** that all Criminal Justice majors consider attaining a minor in a separate field of interest to accompany their Criminal Justice degree.

CJA majors are required to successfully complete MAT-117 as a prerequisite for CJ-485; therefore, students should consider taking MAT-117 as the Mathematics Skills course required in Area #2 of the General Education requirements.

**Major:** A.A. in Criminal Justice Administration

A minimum grade of "C" in CJ204, CJ208, CJ311, CJ320, CJ340, CJ345, and CJ485; SOC 405. Additionally, the student must complete (with a grade of "C" or better) a 3 credit hour ethnic perspective course. Ethnic perspective courses include AAS 200, ANT 311, ANT 411, ART 205, CJ 351, HIS 203, HIS 402, HIS 403, MUS 205, PHI 208, PSC 350, SOC 302, and SOC 306. Additionally, the AA degree requires the completion of a modified list of General Education Courses (see chart below for details).



**Minor: Criminal Justice Administration**

A minimum grade of "C" in, CJ204, CJ208, CJ311, CJ320, CJ340, CJ345, and CJ485; and SOC 405. Additionally, the student must complete (with a grade of "C" or better) a 3 credit hour ethnic perspective course. Ethnic perspective courses include AAS 200, ANT 311, ANT 411, ART 205, CJ 351, HIS 203, HIS 402, HIS 403, MUS 205, PHI 208, PSC 350, SOC 302, and SOC 306.

Note: For a **Legal Studies** minor, see Interdisciplinary Studies (Legal Studies – Minor).

**Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and advisors have information about projected course offerings for each semester/year.

**Group I: Core Courses**

Some prerequisites are required; may be taken in any order.

**CJ 201 FOUNDATIONS OF CRIMINAL JUSTICE.** (3, fa). Historical and comparative analysis of the development law and criminal justice systems, from fundamentals to contemporary, or advanced practices. NOTE: This course is only required for students who began a Criminal Justice Administration degree prior to the Fall 2013 semester.

**CJ 204 INTRODUCTION TO Policing Practices** (3, fa). History and philosophy of law enforcement; functions and responsibilities of law enforcement, peace keeping, and crime prevention entities.

**CJ 208 INTRODUCTION TO CORRECTIONS Practices.** (3, sp). Explores the correctional process; historical development and theoretical foundations; as well as the development of contemporary philosophies and practices.

**CJ 311 CRIMINAL JUSTICE SYSTEM.** (3, fa). Survey of philosophies, operations and interrelationships among various components of the criminal justice system in the United States and abroad.

**CJ 320 LEGAL ASPECTS OF CRIMINAL JUSTICE.** (3, sp). Criminal law and procedures, legal process, constitutional limitations, legal restraints, and jurisdictional problems. This course is designated as Writing Intensive. (For BLS purposes, course may be used as the CAPSTONE course).

**CJ 340 THE AMERICAN COURT SYSTEM.** (3, sp). Development of criminal and civil court, roles of judge, prosecutor, jury, and defense attorney; trial process; victim and other contemporary issues.

**CJ 345 CONTEMPORARY POLICING IN AMERICA.** (3, fa). This course examines issues in contemporary policing in America. Students will apply critical thinking and research skills and prepare research papers on contemporary policing topics.

**CJ 485 CRIMINAL JUSTICE RESEARCH METHODS.** (3, fa). Students practice the fundamental principles of research, including empiricism, objectivity, and research design. They are then taught how to apply those principles to the field of Criminal Justice by designing a research project which collects and analyzes data and presents research results in an APA format. Introduction to bibliography, scholarly methods, and critical evaluation of criminal justice research are also explored. Prerequisites: MAT 117, CJ 204, CJ 208 and CJ 311.

**SOC 405 CRIMINOLOGY.** (3, fa). Survey of classical and contemporary theories of property crime, violent crime, computer crime, corporate crime and political crime. SA201, or SA 151H, or SA202, or SOC301.

## **Group II: Law Enforcement**

- LE 410 POLICE ADMINISTRATION.** (3, fa). Theory and practice of governmental management in law enforcement agencies.
- LE 420 CRIMINAL EVIDENCE AND PROCEDURES.** (3, sp). Exploration of due process issues including; law of arrest, searches, and seizures; rules of evidence; interrogations and confessions; and current developments.
- LE 430 POLICE-COMMUNITY RELATIONS.** (3, fa). Issues regarding citizen involvement and relations with criminal justice entities; the integration and use of community resources; and the roles and behavior of police.

## **Group III: Corrections**

- COR 415 CORRECTIONS ADMINISTRATION.** (3, fa). Regulations, procedures, management, and philosophy of custodial institutions.
- COR 425 CORRECTIONAL SERVICES IN THE COMMUNITY.** (3, fa). Community, faith, privatization and other alternatives to corrections methodology.
- COR 435 PROBATION AND PAROLE.** (3, sp). Role of probation and parole in correctional process and relationship with other elements of the criminal justice system.
- SW 402 SOCIAL GROUP WORK.** (3, fa, even). Social work laboratory designed to develop leadership skills and methods of intervention appropriate for a variety of groups in social work settings.

## **Group IV: Internship(s) and Practicum(s)**

Junior status and consent of instructor.

- LE 450 INTERNSHIP IN LAW ENFORCEMENT.** (3, sp, su). Field internship in a law enforcement agency of no less than 40 hours per week for four weeks or 20 hours per week for 8 weeks. Can be repeated once. Co-requisite: LE 451. Prerequisite: Student must be a junior or senior in good standing.
- LE 451 SEMINAR IN LAW ENFORCEMENT.** (3, sp, su). Required seminar during which various aspects specific to the internship, duties, job requirements, application process, and expectations are discussed in a classroom setting. Can be repeated once. Above cannot be taken separately. Co-requisite: LE 450. Prerequisite: Student must be a junior or senior in good standing.
- COR 455 INTERNSHIP IN CORRECTIONS.** (3, sp, su). *Same as LE 450 except in a corrections agency. Co-requisite: COR 456.*
- COR 456 SEMINAR IN CORRECTIONS.** (3, sp, su). *Same as LE 451 except in a corrections agency. Co-requisite: COR 455.*
- CJ 460 PROFESSIONAL SEMINAR.** (6, sp, su). For the full-time criminal justice professional only; equivalent experience as gained in the internship with journals, papers and regular seminar.
- CJ 462 CRIMINAL JUSTICE PRACTICUM.** (6, sp, su). Field internship in a criminal justice agency of no less than 160 hours in the semester enrolled. Activity journal and experience paper required. Can be repeated once. Prerequisites: 12 hours of Criminal Justice (CJ), Law Enforcement (LE), or Corrections (COR) coursework.

### **Group V: Other**

- CJ 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. Prerequisites: See course schedule
- CJ 351 ETHNICITY IN CRIMINAL JUSTICE.** (3, fa, odd). Examines the role of race and ethnicity in the criminal justice system. Prerequisites: 12 hours of Criminal Justice (CJ), Law Enforcement (LE), or Corrections (COR) coursework.
- CJ 411 ETHICS IN CRIMINAL JUSTICE.** (3, sp or su odd). Examination of the history of ethics and the approaches to moral decision making in criminal justice agencies. Issues explored include: morality, ethical decisions, corruption, police in an unethical society, ethics and corrections, judicial ethics, professional codes of ethic, and investigative methods. Prerequisites: 12 hours of Criminal Justice (CJ), Law Enforcement (LE), or Corrections (COR) coursework.
- CJ 421 CRIME ANALYSIS.** (3, sp). Explores contemporary Crime Analysis, Criminal Intelligence Analysis, and Geographic Profiling, and merges analytical investigative techniques using software e.g., Analyst Notebook™. Prerequisites: CS 103 or higher and 9 hours of Criminal Justice (CJ) coursework.
- CJ 475 CRIMINAL LAW.** (3, sp). Legal definition of crime and defense; substantive criminal law, historical foundations; legal briefs and case study approach employed. Prerequisite: 9 hours of Criminal Justice coursework; and CJ 320.
- CJ 480 FORENSICS.** (3, fa). Crime scene investigation and management; evidence collection and evaluation techniques; crime scene sketching; crime scene reconstruction; case analysis, documentation and report writing. Prerequisite: 9 hours of Criminal Justice Coursework, and CJ 310 or CJ 330.
- CJ 485 CRIMINAL JUSTICE RESEARCH METHODS.** (3, fa, even). Introduction to bibliography, scholarly methods, and critical evaluation of criminal justice research. Prerequisites: 12 hours of Criminal Justice (CJ), Law Enforcement (LE), or Corrections (COR) coursework.
- CJ 490-492 DIRECTED STUDY.** (1-3). Independent research. Prerequisite: Consent of instructor and department head.
- CJ 495-498 SPECIAL SUBJECTS.** (1-3). Subject relevant to the field of criminal justice, criminal law, courts, or corrections. Subject to be listed in course schedule. May enroll again as subject changes. Prerequisites: See course schedule.
- SOC 406 JUVENILE DELINQUENCY.** (3, sp). A survey of classical and contemporary theory of delinquent behavior with special emphasis on youth. This course traces historical development of public and private institutions created to control youth offenders. Special emphasis is placed on the process of becoming delinquent, demographic characteristics of the delinquent and how youth are processed by the juvenile justice system. Prerequisite: SA 201, or SA 151H, or SA 202, or SOC 301.

**Degree Pathway  
Leading to a Bachelor of Science  
in Criminal Justice**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENV 103/104L	Introduction to Environmental Science/Lab	4
PSY 101	General Psychology	3	PED 111	Pers. & Comm. Health	2
SA 201	Introduction to Sociology	3	ENG 102	Comp/Rhet. II	3
ENG 101	Comp/Rhet. I	3	MAT 117	Elementary Statistics	3
CS 105	Bus. App. Microcomputers	3	CJ 208	Intro. To Corrections Practices	3
CJ 204	Intro. To Policing Practices	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
SPT 206	Fundamentals of Speech	3	PHY 103	Earth Science	3
HIS 205	American History I	3	SPT 209	Intro to Theater	3
PHI 101	Principles of Reasoning	3	HIS 102	World Civilization II	3
CD 200	Cultural Diversity (or subst.)	3	CJ 340	American Court System	3
CJ 311	Criminal Justice System	3	CJ/COR/L E	Elective	3
PED 1XX	Activity	1			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
SPA 300	Spanish for Law Enforcement	3	SOC 405	Criminology	3
CJ 351	Ethnicity in Criminal Justice	3	CJ 320	Legal Aspects in Crim. Justice	3
CJ 345	Cont. Policing in America	3	CJ/COR/L E	Elective	3
CJ/COR/L E	Elective	3	CJ/COR/L E	Elective	3
	Elective (upper level)	3		Elective (upper level)	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
CJ 485	CJ Research Methods	3	SOC 406	Juvenile Delinquency	3
CJ/COR/L E	Elective	3	LE 450/COR 455	Internship	3
CJ/COR/L E	Elective	3	LE 451/COR 456	Internship Seminar	3
	Elective (upper level)	3	CJ/COR/L E	Elective	3
	Elective	3		Elective	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -122**

Symbol Guide

\*Writing Intensive  
Gen Ed. Hours:

#Field Experience  
Education Hours:

+Online Course  
Total Hours:

<sup>§</sup>Hybrid Course

&8-week Course

# HISTORY AND GEOGRAPHY

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## **Professors:**

Bardot, Michael

Jungmeyer, Roger

## **Associate Professor:**

Gubbels, Thomas

Scovill, Bruce

## **Mission**

The mission of the Department of History, Political Science and Philosophy is to attract, educate, challenge and inspire a diverse population of intellectually curious students within the context of an open enrollment institution. The department provides student-centered learning, integrating teaching, research, and service. The department offers relevant, high quality undergraduate and select graduate programs that prepare students for careers and lifelong learning.

## **Degrees Offered**

Bachelor of Arts with a major in History

Bachelor of Science with a major in History

## **Objectives**

Students successfully completing the degree in History will:

1. demonstrate competence as critical thinkers, readers, writers and researchers.
2. be acquainted with historic development from the ancient times to the present.
3. be able to use historical method and develop a familiarity with a variety of interpretive paradigms and their use in conceptualizing the historical process.
4. be able to utilize existing technology and educational resources available in an information age.

## **Assessment Program**

The faculty of the History program is actively engaged in student outcomes assessment as a means of attaining the area's academic objectives and the University's Mission. Faculty utilizes a variety of assignments and examinations in courses to assess student critical thinking, written communication skills, and knowledge acquisition and integration. All students, including B.S.Ed majors, will take the ACAT.

## **Computer Skills Requirement**

Upon completion of the History degree programs at Lincoln University, students should have gained basic computer skills and knowledge of various software programs. Students will have the opportunity to gain the necessary computer knowledge and skills through successful completion of HIS 385 Historical Methods and the use of the University course management system.

## **Required Courses**

**Major:** B.A. in History

A minimum grade of "C" in HIS 101, 102, 205, 206, 385, 499 and PSC 203 and 204 plus 6 hours of Geography and the upper division coursework designated in the academic pathway. The minor program in Public History, Political Science or Philosophy is recommended.

**Major:** B.S. in History

A minimum grade of "C" in HIS 101, 102, 205, 206, 385, 499, 6 hours of Geography and the upper division coursework designated in the academic pathway. The Bachelor of Science degree in History requires a minor with a minimum of 18 hours. The minor program in Public History, Political Science or Philosophy is recommended.

**Minor:** History

A minimum grade of "C" in 18 hours including HIS 101, 102, 205, 206, and 6 upper division hours of History.

**Minor:** Public History

21-24 hours with core requirements of 15 hours. These requirements may be satisfied by completing 15 hours from the following: HIS, 385, 402, 476, 495, 498, and 499. Nine hours of electives may be taken from the following courses: HIS 403, 477, PSC/PAD 310., MKT 309, JOU 370.

**Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and advisors have information about projected course offerings for a semester/year.

**Group I: General Education**

**HIS 101 WORLD CIVILIZATION I.** (3). Survey of major Western and non- Western civilizations from earliest times to 1650.

**HIS 102 WORLD CIVILIZATION II.** (3). Survey of major Western and non- Western civilizations from 1650 to the present.

**HIS 151H HONORS WORLD CIVILIZATION I.** (3). A survey of major world civilizations including political, social, religious and intellectual changes to 1650. Discussion, reading, and writing component emphasized in this course.

**HIS 152H HONORS WORLD CIVILIZATION II.** (3). A survey of major world civilizations emphasizing political, intellectual and social changes since 1650. Discussion, reading, and writing component emphasized in this course.

**HIS 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May re- enroll as topic changes. May not be used as a general education requirement.

**HIS 203 AFRICAN AMERICAN HISTORY.** (3). Survey of the history of people of African descent from ancient Africa to the present.

**HIS 205 UNITED STATES HISTORY I.** (3). Survey of political, economic, and social development of the United States to 1877 including the development of the Missouri and U.S. Constitutions.

**HIS 206 UNITED STATES HISTORY II.** (3). Survey of political, economic, and social development of the United States since 1877 including changes in the Missouri and U.S. Constitutions.

**Group II: Upper Division Service**

Prerequisite: HIS 205, HIS 206, PSC 203 or PSC 204

**HIS 385 HISTORICAL METHODS.** (3). Introduction to bibliography, scholarly methods, and the critical evaluation of historical research. This course is designated writing intensive. Prerequisite: 12 hours of history.

**HIS 401 PROSTITUTES, POPULISTS, AND ORDINARY FOLK.** (3). Survey

of the history of Missouri from early Indian culture to the present. This course is designated writing intensive.

**HIS 402 ETHNIC HISTORY.** (3) Survey of the national experiences of various immigrant and racial ethnic groups in the U.S. from colonial era to the present.

**HIS 405 ECONOMIC HISTORY OF THE UNITED STATES.** (3). Survey of American economic life from 1492 to the present.

**HIS 459 HISTORY OF AFRICA.** (3). African civilization from traditional through modern times.

**HIS 476 ORAL HISTORY.** (3). A hands –on methodology course for students doing the minor in Public History and those interested in conducting historical research in the 20<sup>th</sup> and 21<sup>st</sup> century.

**HIS 477 WOMEN IN AMERICA.** (3). Changing status of women in the U.S. from 1607 to the present.

### **Group III: Upper Division American**

Prerequisite: HIS 205, HIS 206, PSC 203 or PSC 204

**HIS 403 BLACKS IN AMERICA.** (3). Black people in the U.S. from the beginnings in Africa through the 21<sup>st</sup> century.

**HIS 404 HISTORY OF THE SOUTH.** (3). Political, economic, and social development of the Southern United States pre-colonial to the present. Prerequisite: HIS 205 or 206 or PSC 203 or 204.

**HIS 410 “WAR IS HELL”: AMERICAN WAY OF WAY.** (3). Relationship of American military policy to the political, economic, and social development of the nation.

**HIS 421 COLONIAL AMERICA.** (3). Social, political, economic, and intellectual development of America from the European background to the implementation of the Constitution.

**HIS 422 U.S. NATIONAL PERIOD.** (3). Political, economic, constitutional, and cultural development of the U.S. from 1763 to 1828.

**HIS 423 CIVIL WAR AND RECONSTRUCTION.** (3). Political, economic, and social development of the Southern United States through the Civil War.

**HIS 424 20<sup>th</sup> CENTURY SOCIAL MOVEMENTS: CIVIL RIGHTS, FEMINISM AND BEYOND.** (3). Political, economic, and cultural development of the United States from 1901 to the present; emphasis on the emergence of modern America.

### **Group IV: Upper Division European/World**

Prerequisite: HIS 101, HIS 151H, HIS 102, or HIS 152H.

**HIS 431 HISTORY OF CHINA AND JAPAN.** (3). Political, social, and cultural developments of China and Japan from 1600 to late 20<sup>th</sup> century.

**HIS 432 ISLAM AND THE CHRISTIAN WORLD.** (3). Political, social and cultural developments of the Islamic and Christian worlds; the intersection of these worlds in the Crusading movement and the impact of this interaction on the world that followed.

**HIS 433 CULTURE AND CONFLICT IN THE MODERN MIDDLE EAST.** (3). Political, social and cultural developments of the Middle East from its origins through the mid-20<sup>th</sup> century.

- HIS 440 ANCIENT GODS, ANCIENT ENEMIES.** (3). Survey of Greek and Roman history, c. 1500 BC - c. 500 AD; students can gain an understanding of the political, social, and cultural achievements of ancient Greek and Roman societies.
- HIS 441 MEDIEVAL EUROPE.** (3). Thematic coverage of the history and culture of Europe, 300-1475. Emphasis is on the significance of the political, economic and social changes which took place.
- HIS 442 REFORMATION EUROPE.** (3). Covering the period 1500-1648, this course examines changing political, economic, social, religious and intellectual life in Europe from the eve of the Reformation to the end of the Thirty Years War in 1648.
- HIS 443 THE SINS OF GREATNESS: LEADERSHIP IN THE 18<sup>TH</sup> CENTURY** (3). Evolution from medieval society and the effect of changes on the shaping of modern Europe.
- HIS 444 NINETEENTH CENTURY EUROPE.** (3). Political, economic, social, and cultural development of Europe to the outbreak of World War I to include nationalism, imperialism, liberalism, and socialism.
- HIS 445 20TH CENTURY EUROPE.** (3). Political, economic, and social developments in Europe from World War I to the present.
- HIS 456 HISTORY OF BRITAIN.** (3). History of Britain, from prehistoric times to 1714 AD; students can gain an understanding of the political, social and cultural achievements of the early inhabitants of Britain.
- HIS 457 HISTORY OF MODERN FRANCE.** (3). France from the Revolution to the present.
- HIS 458 RISE AND FALL OF COMMUNISM.** (3). Imperial and Soviet Russia and her place in world affairs since the 18th century.
- HIS 460 MODERN GERMANY.** (3). The formation of Modern Germany from 1815 to the present. Emphasis on unification in 1871, German Empire, Weimar Republic, the World Wars, East and West Germany, and Reunification.

#### **Group V: Upper Division Other**

- HIS 390/391 DIRECTED TUTORING/ASSISTANT.**(3). Supervised tutoring/assistant. Student may enroll in a total of two directed tutoring/assistant courses during career, for a total of no more than six credit hours. Will not count toward the major. Prerequisite: permission of the department.
- HIS 481H HONORS SUMMER MENTORSHIP.** (3). Provides students with the opportunity to engage in an individual research or creative project under the close supervision of a faculty mentor. Students work on a project 20 hours per week. Prerequisites: Previous honors coursework with a 3.2 GPA; 3.2 cumulative GPA; junior standing; consent of department; and consent of Honors Committee. To obtain Honors Committee consent, the student must submit an application to that committee.
- HIS 490-492 DIRECTED STUDY.** (1-3). Independent research. Prerequisite: Consent of instructor and department.
- HIS 495-498 SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes. Prerequisite: See course schedule.
- HIS 495H-498H SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes. Prerequisite: Honor College Status.
- HIS 499 GOVERNMENT INTERNSHIP.** (3-6). Provides students an opportunity to apply their skills in a work setting. Permission of instructor required.



### **Geography**

- GEO 200 WORLD GEOGRAPHY.** (3). A comprehensive survey of the earth, its natural resources, and conflicts arising there from.
- GEO 301 ECONOMIC GEOGRAPHY.** (3). The geographic location of the principal industries, products, resources, trade, and trade routes of the world.
- GEO 302 GEOGRAPHY OF NORTH AMERICA.** (3). Physical features, plant and animal life, and the effects of sectional environment upon peoples.
- GEO 495- SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule.
- 498** May enroll again as topic changes.

**Degree Pathway  
Leading to a Bachelor of Arts  
in European/World History**

<b>Semester 1</b>		<b>Semester 2</b>	
GE 101-University Seminar	1	ENG 102/152H-Composition & Rhetoric II	3
ENG 101/151H-Composition & Rhetoric I	3	HIS 102/152H-World Civilization II	3
HIS 101/151H-World Civilization I	3	PSC 204-American State & Local Government	3
PSC 203-American National Government	3	MAT 112, 115 or 117	3
Foreign Language	5	Foreign Language	5
PED Activity	1	Area 3 Requirement	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>17</b>
<b>Semester 3</b>		<b>Semester 4</b>	
HIS 205-United States History I	3	HIS 206-United States History II	3
GEO 200-World Geography	3	HIS 385-Historical Methods	3
SPT 206-Fundamentals of Speech	3	GEO 301 or 302	3
HIS 203, 402, 403 or 477	3	ENG 200, 301H, 307, 308 or 320	3
PED 111-Personal & Community Hygiene	2	PHI 101-Principles of Reasoning	3
Foreign Language	3	S/A 201 Introduction to Sociology	3
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>18</b>
<b>Semester 5</b>		<b>Semester 6</b>	
HIS 441-Medieval Europe	3	HIS 443-Early Modern Europe	3
HIS 433-History of Middle East	3	HIS 456-History of Britain	3
HIS 460 Modern Germany	3	HIS 458-Modern Russia	3
PSY 101/151H-General Psychology	3	HIS 424-20 <sup>th</sup> century U.S.	3
PHY 103/104L or ENV 103/104L	4	PHY 103 or ENV 103	3
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
HIS 431-History of China and Japan	3	HIS 444 19 <sup>th</sup> c Europe or HIS 445 20 <sup>th</sup> c Europe	3
HIS 442-Reformation Europe	3	HIS 432 Islamic and Christian World or HIS 440 Ancient Greece and Rome	3
HIS 457- History of Modern France	3	Upper Division Elective	3
HIS 405 or 421 Economic History of U.S. or Colonial America	3	Upper Division Elective	3
Upper Division Elective	3	Upper Division Elective	3
Upper Division Elective	3	Upper Division Elective	3
<b>Total Hours</b>	<b>18</b>	<b>Total Hours</b>	<b>18</b>

**Total Required Hours -127**

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of History, Political Science and Philosophy are encouraged, students may choose any courses offered at the university or completed at an accredited school with prior approval – see transfer credit.

Bachelor of Arts majors must complete 12 hours of foreign language and have the option of taking HIS 499.

Students desiring to pursue advanced degrees should take SS 451, Data Collection Methods and SS 452, Data Analysis Methods.

**Degree Pathway  
Leading to a Bachelor of Science  
in European/World History**

**Semester 1**

GE 101-University Seminar	1
ENG 101/151H-Composition & Rhetoric I	3
HIS 101/151H-World Civilization I	3
PSC 203-American National Government	3
PSY 101/151H-General Psychology	3
MAT 112, 115, or 117	3
<b>Total Hours</b>	<b>16</b>

**Semester 2**

ENG 102/152H-Composition & Rhetoric II	3
HIS 102/152H-World Civilization II	3
PSC 204-American State & Local Government	3
PHY 103 or ENV 103	3
PED 111-Personal & Community Health	2
PED Activity	1
<b>Total Hours</b>	<b>17</b>

**Semester 3**

HIS 205-United States History I	3
GEO 200-World Geography	3
SPT 206-Fundamentals of Speech	3
HIS 203, 402, 403, 404, or 477	3
PHY 103/104L or ENV 103/104L	4
<b>Total Hours</b>	<b>16</b>

**Semester 4**

HIS 206-United States History II	3
HIS 385-Historical Methods	3
GEO 301 or 302	3
ENG 200, 301H, 307, 308 or 320	3
S/A 201- Intro to Sociology	3
<b>Total Hours</b>	<b>15</b>

**Semester 5**

HIS 441-Medieval Europe	3
HIS 433-History of Middle East	3
HIS 460 Modern Germany	3
HIS 410 War in American Society or HIS 422 U.S. National Period	3
PHI 101- Principles of Reasoning	3
Upper Division Elective	3
<b>Total Hours</b>	<b>18</b>

**Semester 6**

HIS 443- Early Modern Europe	3
HIS 456- History of Britain	3
HIS 458-Modern Russia	3
HIS 424-20 <sup>th</sup> century U.S.	3
HIS 499-Government Internship	3
Upper Division Elective	3
<b>Total Hours</b>	<b>18</b>

**Semester 7**

HIS 431-History of China and Japan	3
HIS 442 Reformation Europe	3
HIS 457- History of Modern France	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 8**

HIS 444 19 <sup>th</sup> c Europe or HIS 445 20 <sup>th</sup> c Europe	3
HIS 432 Islamic and Christian World or HIS 440 Ancient Greece and Rome	3
Upper Division Elective	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Total Required Hours - 130**

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of History, Political Science and Philosophy are encouraged, students may choose any courses offered at the university or completed at an accredited school.

Bachelor of Arts majors must complete 12 hours of foreign language and have the option of taking HIS 499.

Bachelor of Science majors must complete 3 credit hours of HIS 499.

Students desiring to pursue advanced degrees should take SS 451, Data Collection Methods and SS 452, Data Analysis Methods.

Additional Information: A minimum grade of "C" is required for all courses in the major.

**Degree Pathway  
Leading to a Bachelor of Arts  
in United States History**

<b>Semester 1</b>		<b>Semester 2</b>	
GE 101-University Seminar	1	ENG 102/152H-Composition & Rhetoric II	3
ENG 101/151H-Composition & Rhetoric I	3	HIS 102/152H-World Civilization II	3
HIS 101/151H-World Civilization I	3	PSC 204- State and Local Government	3
PSC 203-American National Government	3	MAT 112, 115 or 117	3
Foreign Language	5	Foreign Language	5
PED Activity	1		
<b>Total Hours</b>	<b>16</b>	<b>Total Hours</b>	<b>17</b>
<b>Semester 3</b>		<b>Semester 4</b>	
HIS 205-United States History I	3	HIS 206-United States History II	3
GEO 200-World Geography	3	HIS 385-Historical Methods	3
SPT 206-Fundamentals of Speech	3	GEO 301 or 302	3
HIS 203-African American History	3	ENG 200, 301H, 307, 308 or 320	3
PED 111-Personal & Community Health	2	S/A 201 -Introduction to Sociology	3
Foreign Language	3	PSY 101/151H-General Psychology	3
<b>Total Hours</b>	<b>17</b>	<b>Total Hours</b>	<b>18</b>
<b>Semester 5</b>		<b>Semester 6</b>	
HIS 410 War in American Society or HIS 477 Women in America	3	HIS 403 Blacks in America or	3
HIS 422-U.S. National Period	3	HIS 404 History of the South	
HIS 433 History of the Middle East, HIS 441 Medieval Europe, or	3	HIS 424-20 <sup>th</sup> century U.S.	3
HIS 460 Modern Germany		HIS 443 Early Modern Europe, HIS 456 History of Britain, or	3
PHI 101 Principles of Reasoning	3	HIS 458 History of Modern Russia	
PHY 103/104L or ENV 103/104L	4	PHY 103 or ENV 103	3
<b>Total Hours</b>	<b>16</b>	Upper Division Elective	3
		<b>Total Hours</b>	<b>15</b>
<b>Semester 7</b>		<b>Semester 8</b>	
HIS 421-Colonial America	3	HIS 423-Civil War and Reconstruction	3
HIS 405-Economic History of U.S.	3	HIS 401 Missouri or	3
		HIS 402 Ethnic History	
HIS 431 History of China and Japan, HIS 442 Reformation Europe, HIS 457 History of Modern France, or	3	Upper Division Elective	3
HIS 459 History of Africa			
Upper Division Elective	3	Upper Division Elective	3
Upper Division Elective	3	Upper Division Elective	3
Upper Division Elective	3	Upper Division Elective	3
<b>Total Hours</b>	<b>18</b>	<b>Total Hours</b>	<b>18</b>

**Total Required Hours - 130**

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of History, Political Science and Philosophy are encouraged, students may choose any courses offered at the university or completed at an accredited school.

Bachelor of Arts majors must complete 12 hours of foreign language and have the option of taking HIS 499;

Bachelor of Science majors must complete 3 credit hours of HIS 499.

Students desiring to pursue advanced degrees should take SS 451, Data Collection Methods and SS 452, Data Analysis Methods.

**Degree Pathway  
Leading to a Bachelor of Science  
in United States History**

**Semester 1**

GE 101-University Seminar	1
ENG 101/151H-Composition & Rhetoric I	3
HIS 101/151H-World Civilization I	3
PSC 203-American National Government	3
PSY 101/151H-General Psychology	3
MAT 112, 115 or 117	3
PED Activity	1
<b>Total Hours</b>	<b>17</b>

**Semester 3**

HIS 205-United States History I	3
GEO 200-World Geography	3
SPT 206-Fundamentals of Speech	3
HIS 203-African American History	3
BIO 103/104L, PHY 103/104L or PHY 105/106L	4
<b>Total Hours</b>	<b>16</b>

**Semester 5**

HIS 410 War in American Society or HIS 477 Women in America	3
HIS 422-U.S. National Period	3
HIS 433 History of the Middle East, HIS 441 Medieval Europe, or HIS 460 Modern Germany	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 7**

HIS 421-Colonial America	3
HIS 405-Economic History of U.S.	3
HIS 431 History of China and Japan, HIS 442 Reformation Europe, HIS 457 History of Modern France, or HIS 459 History of Africa	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 2**

ENG 102/152H-Composition & Rhetoric II	3
HIS 102/152H-World Civilization II	3
PHI 101- Principles of Reasoning	3
PSC 204-American State & Local Government	3
BIO 103, PHY 103 or PHY 105	3
PED 111-Personal & Community Health	2
<b>Total Hours</b>	<b>17</b>

**Semester 4**

HIS 206-United States History II	3
HIS 385-Historical Methods	3
GEO-301 or 302	3
ENG 200, 301H, 307, 308 or 320	3
S/A 201-Introduction to Sociology	3
<b>Total Hours</b>	<b>15</b>

**Semester 6**

HIS 403 Blacks in America or HIS 404 History of the South	3
HIS 424-20 <sup>th</sup> century U.S.	3
HIS 443 Early Modern Europe, HIS 456 History of Britain, or HIS 458 History of Modern Russia	3
HIS 499-Government Internship	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 8**

HIS 423-Civil War and Reconstruction	3
HIS 401 Missouri or HIS 402 Ethnic History	3
Upper Division Elective	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Total Required Hours - 125**

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of History, Political Science and Philosophy are encouraged, students may choose any courses offered at the university or completed at an accredited school.

Bachelor of Arts majors must complete 12 hours of foreign language and have the option of taking HIS 499; Bachelor of Science majors must complete 3 credit hours of HIS 499.

Students desiring to pursue advanced degrees should take SS 451, Data Collection Methods and SS 452, Data Analysis Methods.

A minimum grade of "C" is required for all courses in the major.

# POLITICAL SCIENCE

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## **Professors:**

Gossett, Amy

## **Associate Professor:**

Cunha, Carlos

## **Mission**

The mission of the Department of History, Political Science and Philosophy is to attract, educate, challenge and inspire a diverse population of intellectually curious students within the context of an open enrollment institution. The department provides student-centered learning, integrating teaching, research, and service. The department offers relevant, high quality undergraduate and select graduate programs that prepare students for careers and lifelong learning.

## **Degrees Offered**

Bachelor of Arts with a major in Political Science

Bachelor of Science with a major in Political Science

## **Objectives**

Students successfully completing the degree in Political Science will:

1. demonstrate thorough knowledge of state and federal government, and be able to analyze political institutions using methods of Political Science
2. demonstrate critical thinking skills related to Political Science
3. gain entry into post-baccalaureate education and/or into careers

## **Assessment Program**

The faculty of the Political Science program is actively engaged in student outcomes assessment as a means of attaining the area's academic objectives and the University's Mission. Faculty utilizes a wide variety of assignments and examinations in their courses to assess student critical thinking, written communication skills, and pertinent knowledge acquisition and integration. All students will take the ETS Major Field Test.

## **Computer Skills Requirement**

Upon completion of the Political Science program at Lincoln University, students will have gained basic computer skills and knowledge of various software programs. Students will have the opportunity to gain computer knowledge and skills by utilizing electronic correspondence, research and writing, and through broad engagement with the University course management system.

**Major:** B.A. and B.S. in Political Science

## **Required Courses**

A minimum grade of "C" is required for all courses in the major, including PSC 203 and 204, HIS 205, 206, PHI 101, S/A 201 or ECO 201, PSC 300 and PSC 499. In addition, a student must complete 12 hours from American Government/Public Policy, including 6 hours at 400 level; 9 hours from Comparative Politics/International Relations, including 6 hours at 400 level; and 9 hours from Political Theory/Law, including 6 hours at the 400 level. MAT 117 is recommended. Cognate courses may be substituted, with approval of

the department head. Electives may be applied to a minor. Recommended are electives that emphasize skills in reading/writing, statistics, and computers. The Bachelor of Science degree in Political Science requires at least an 18 hour minor.

### **Minor:**

The Political Science minor requires 18 hours with a minimum grade of "C" in PSC 203, 204, and 499, plus 9 upper division Political Science electives including not less than 6 hours in 400-level courses.

### **Legal Studies:**

A minimum grade of "C" in BAD 275, BAD 412, CJ 475, PHI 101, PSC 430 and 6 hours of electives taken from the following: BAD 385, CJ 201, CJ 320, CJ 340, LE 420, PAD 463, PHI 304, PSC 420, PSC 460. Twenty-one (21) hours of required courses.

### **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and advisors have information about projected course offerings for a semester/year.

#### **Group I: General Education**

**PSC 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.

**PSC 203 AMERICAN NATIONAL GOVERNMENT.** (3). Origin, development, structure, functions and problems of the national government. Special reference to recent trends and U.S. and Missouri Constitutions. **PSC 203H HONORS AMERICAN NATIONAL GOVERNMENT.** (3). Origin, development, structure, and functions of the national government with references to recent trends, and U.S. and Missouri Constitutions, using a variety of non-traditional teaching methods for advanced learners.

**PSC 204 AMERICAN STATE AND LOCAL GOVERNMENT.** (3). Constitutions, intergovernmental relationships, structure, functions, and trends in state and local governmental units. Special reference to the U.S. and Missouri Constitutions.

#### **Group II: Upper Division Survey Courses**

Prerequisite: 3 credit hours of 200 level Political Science or History

**PSC 300 INTRODUCTION TO POLITICAL SCIENCE.** (3). This course introduces students to PSC research and surveys five subfields of the discipline: American Government, Public Policy, Comparative Politics, International Relations, and Political Thought.

**PSC 305 INTERNATIONAL LAW AND ORGANIZATIONS.** (3). This course studies international law and organizations broadly, and the United Nations specifically. It examines issues in modern world politics and prepares students to be a country's representative or diplomat.

**PSC 310 PRINCIPLES OF PUBLIC ADMINISTRATION.** (3). The course centers on public administration with reference to organizational theory and developments in the United States. Cross-listed with PAD 310.

- PSC 315 INTRODUCTION TO GLOBALIZATION.** (3). This course examines globalization's role in world politics: its history, causes, characteristics, consequences and its influence on contemporary world politics.
- PSC 320 CURRENT POLITICAL EVENTS.** (3). This course focuses upon contemporary affairs in domestic and international political arenas utilizing periodicals and other media.
- PSC 330 PRACTICAL POLITICS.** (3). The course examines patterns of political success at national, state and local levels; electoral and bureaucratic aspects of the governmental system.
- PSC 340 INTRODUCTION TO PUBLIC POLICY.** (3). This course focuses on governmental processes that determine public policy outcomes and how those processes can be influenced by entities outside of government.
- PSC 350 U.S. ETHNIC AND RACIAL POLITICS.** (3). This course examines the impact of minorities on American political life and the policies of particular relevance to minority populations.
- PSC 360 MEDIA AND PUBLIC OPINION.** (3). Analytical and practical study of media's influence on public opinion and how various participants in the political process utilize the media to shape public opinion.
- PSC 370 SOCIAL WELFARE POLICY.** (3). The course provides an examination of major social policy developments in United States.
- PSC 380 AFRICAN POLITICS.** (3). This course introduces the political systems of African countries. It focuses on Africa's pre-colonial and colonial political history, decolonization and independence politics and African countries in modern world politics.

### **Group III: Advanced Political Science**

Prerequisite: 3 credit hours of 200 level Political Science or History

- PSC 400 AMERICAN FOREIGN POLICY.** (3). This course explores the history and patterns of America's involvement in world politics. It provides an introduction to U.S. foreign policy making, national security strategy, trade-and-aid, and diplomacy. This course is designated writing intensive.
- PSC 410 THE PRESIDENT AND CONGRESS.** (3). National executive and legislative institutions, roles, structures, processes, problems, and their interrelationships.
- PSC 420 PARTY POLITICS** (3). Roles and processes of participative organizations, opinion formation, voting, and other participative behavior.
- PSC 425 POLITICS AND RELIGION** (3). **This course examines the role religion plays in contemporary and historical politics, domestically and internationally, and considers the treatment of religion in the U.S. Constitution.**
- PSC 430 CONSTITUTIONAL LAW.** (3). American constitutional principles, problems, and trends regarding governmental powers and civil liberties is addressed in this course.
- PSC 440 COMPARATIVE POLITICS.** (3). Theoretical, analytical, and institutional concepts applied to the study of selected non-American nations.
- PSC 450 POLITICAL THOUGHT.** (3). Selected representative theorists in the development of Western political philosophy. This course is designated writing intensive.



- PSC 460 INTERNATIONAL RELATIONS.** (3). World politics, institutions, and concepts including power, resources, conflict resolution, and international law.
- PSC 470 POLITICS AND ENVIRONMENTAL POLICY.** (3). Study of major aspects of environmental policy and the political forces that shape environmental policy outcomes. Cross-listed with ENV 410.
- PSC 480 CIVIL RIGHTS, CIVIL LIBERTIES.** (3). This course analyzes the evolution of U.S. civil rights and civil liberties through court decisions and public policy.
- PSC 493 MODEL UNITED NATIONS. (1-3).** This course is designed to provide an introduction to the United Nations organization and an understanding of international diplomacy. It will incorporate current events, international law and procedures of diplomacy. The course will prepare students for a national or regional conference.

#### **Group IV: Political Science Special**

- PSC 490H HONORS SENIOR THESIS.** (3). Directed research and writing on a specified and approved topic in the student's major area of study. Completed thesis must be approved by Department Head and/or Honors Program Director to receive credit.
- PSC 490-492 DIRECTED STUDY.** (1-3). Independent research. Prerequisite: Consent of instructor and department chair.
- PSC 495-498 SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes.
- PSC 499 INTERNSHIP.** (3-6). Internships in legislative or administrative offices. Junior status and consent of instructor is necessary for enrollment.

**Degree Pathway  
Leading to a Bachelor of Arts  
in Political Science**

**Semester 1**

GE 101-University Seminar	1
PSC 203-American National Government	3
ENG 101/151H-Composition & Rhetoric I	3
HIS 101/151H-World Civilization I	3
Foreign Language	5
PED Activity	1

**Total Hours 16**

**Semester 2**

PSC 204-American State & Local Government	3
ENG 102/152H-Composition & Rhetoric II	3
MAT 117- Statistics	3
Foreign Language	5
PED 111-Personal and Community Health	2

**Total Hours 16**

**Semester 3**

PSC 300-Introduction to Political Science	3
HIS 205-United States History I	3
SPT 206-Fundamentals of Speech	3
PSY 101/151H-General Psychology	3
Foreign Language	3

**Total Hours 15**

**Semester 4**

HIS 206-United States History II	3
ENG 200, 301H, 307, 308, 320	3
PHI 101 –Principles of Reasoning	3
SA 201-Introduction to Sociology	3
PHY 103/104L or ENV 103/104L	4

**Total Hours 16**

**Semester 5**

PSC 360-Media/Public Opinion or	3
PSC 425 Religion and Politics	
PSC 370-Social Welfare Policy	3
PSC 380-African Politics	3
BIO 103, PHY 103 or PHY 105	3
Upper Division Elective	3
Upper Division Elective	3

**Total Hours 18**

**Semester 6**

PSC 305 International Law & Orgs or	3
PSC 460 International Relations	
PSC 350-U.S Racial & Ethnic Politics	3
PSC 420-Party Politics	3
Upper Division Elective	3
Upper Division Elective	3

**Total Hours 15**

**Semester 7**

PSC 315 Intro to Globalization or	3
PSC 400 American Foreign Policy	
PSC 340 Intro to Public Policy	3
PSC 410- President and Congress	3
PSC 480 Civil Rights and Civil Liberties	3
Upper Division Elective	3
Upper Division Elective	3

**Total Hours 18**

**Semester 8**

PSC 390 War and Conflict or	3
PSC 440 Comparative Politics	
PSC 450 Political Thought	3
PSC 470 Politics and Environmental Policy	3
PSC 499-Government Internship	3
Upper Division Elective	3

**Total Hours 15**

**Total Required Hours -130**

\*Course may not be counted as meeting both the diversity requirement and the major course requirement.

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of Political Science, History or Philosophy are encouraged, students may choose any course offered at the university or completed at an accredited college or university.

Bachelor of Arts majors must complete 12 hours of foreign language.

**Degree Pathway  
Leading to a Bachelor of Science  
in Political Science**

**Semester 1**

GE 101-University Seminar	1
PSC 203-American National Government	3
ENG 101/151H-Composition & Rhetoric I	3
HIS 101/151H-World Civilization I	3
PSY 101/151H-General Psychology	3
PED Activity	1
PED 111-Personal & Community Health	2
<b>Total Hours</b>	<b>16</b>

**Semester 2**

PSC 204-American State & Local Government	3
ENG 102/152H-Composition & Rhetoric II	3
MAT 117- Statistics	3
PHI 101-Principles of Reasoning	3
PHY 103 or ENV 103	3
<b>Total Hours</b>	<b>15</b>

**Semester 3**

PSC 300-Introduction to Political Science	3
HIS 205-United States History I	3
GEO 200 World Geography	3
SPT 206 Fundamentals of Speech	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 4**

HIS 206-United States History II	3
SA 201-Introduction to Sociology	3
ENG 200, 301H, 307, 308, 320	3
PHY 103/104L or ENV 103/104L	4
Upper Division Elective	3
<b>Total Hours</b>	<b>16</b>

**Semester 5**

PSC 360-Media/Public Opinion or	3
PSC 425 Religion and Politics	
PSC 370-Social Welfare Policy	3
PSC 380-African Politics	3
BIO 103, PHY 103 or PHY 105	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 6**

PSC 305 International Law & Orgs or	3
PSC 460 International Relations	
PSC 350-U.S Racial & Ethnic Politics	3
PSC 420-Party Politics	3
Upper Division Elective	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 7**

PSC 315 Intro to Globalization or	3
PSC 400 American Foreign Policy	
PSC 340 Intro to Public Policy	3
PSC 410- President and Congress	3
PSC 480 Civil Rights and Civil Liberties	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Semester 8**

PSC 390 War and Conflict or	3
PSC 440 Comparative Politics	
PSC 450 Political Thought	3
PSC 470 Politics and Environmental Policy	3
PSC 499-Government Internship	3
Upper Division Elective	3
<b>Total Hours</b>	<b>15</b>

**Total Required Hours -122**

\*Course may not be counted as meeting both the diversity requirement and the major course requirement.

Upper Division electives can be used to complete a Minor area of study. Although additional courses in the areas of Political Science, History or Philosophy are encouraged, students may choose any course offered at the university or completed at an accredited college or university.

Bachelor of Arts majors must complete 12 hours of foreign language.

# PSYCHOLOGY

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## **Professors:**

Aruguete, Mara  
DeBord, Kurt  
Ghinescu, Rodica

## **Associate Professors:**

Homann, Gary  
Johnson, Walter

## **Mission**

The Psychology faculty of Lincoln University are committed to contributing to the understanding of behavior through scientific research, application of research-derived knowledge to problems of contemporary life, and development of skills that enable students to compete successfully, whether their plans include immediate employment or graduate school. Ethical considerations inform all of these activities.

## **Degrees Offered**

Bachelor of Arts in Psychology  
Bachelor of Science in Psychology

## **Objectives**

Students who successfully complete the degree program in Psychology should demonstrate the following:

1. the ability to critically analyze psychological information employing the logic and methods of science
2. familiarity with the basic principles and theories of psychology as supported by the current state of psychological science
3. the ability to apply psychological knowledge to problems of contemporary life and
4. reading and writing skills necessary for professional communication

## **Assessment Program**

The faculty of the Psychology program are actively engaged in student outcomes assessment as a means of attaining the area's academic objectives and the University's Mission. Faculty utilize a wide variety of assignments and examinations in their courses to assess student critical thinking, written communication skills, and pertinent knowledge acquisition and integration. All psychology majors will take the ETS major field exit exam.

## **Required Courses**

**Major:** B.S. or B.A. in Psychology

A minimum grade of "C" in PSY 101, 102, 207, 208, 209L, 300, 303, 400, 404, 475, and nine hours of PSY electives at the upper division (300-400) level. During their final semester before graduation, all majors must take the Senior Exit Exam for psychology during the Lincoln University Assessment week.

**Minor:** A minimum grade of "C" in 18 credit hours of psychology (PSY) classes, six hours of which must be at the upper division (300-400) level.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and advisors have information about projected course offerings for each semester/year.

**PSY 101 GENERAL PSYCHOLOGY.** (3, fa, sp). An introduction to psychology as the science of affect, behavior, and cognition focusing on the methods, concepts, and terminology of the field.

**PSY 102 ADVANCED GENERAL PSYCHOLOGY.** (3, fa, sp). An introduction to the thought processes and skills used by today's scientific psychologists. Course themes include thinking scientifically, summarizing and presenting research evidence, and writing in APA style. Prerequisites: ENG 101 and PSY 101 or PSY 101H.

**PSY 151H HONORS GENERAL PSYCHOLOGY.** (3, sp). An introduction to the field of psychology for Honors Program students. Special emphasis is given to the application of psychological research methods in formulating and answering questions about affect, behavior, and cognition. Serves as prerequisite to all PSY courses requiring PSY 101.

**PSY 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May re-enroll as topic changes.

**PSY 202 PSYCHOLOGY OF PERSONAL ADJUSTMENT.** (3). A course concerned with the practical application of psychological principles to everyday life. Topics included are influences on adjustment and growth; adjustment and growth in interpersonal relationships; and stress and life management.

**PSY 207 ADVANCED PSYCHOLOGICAL STATISTICS.** (3, sp). An examination of the fundamentals of inferential statistics and their application to psychological research. Prerequisite: MAT 117 with a minimum grade of "C."

**PSY 208 EXPERIMENTAL PSYCHOLOGY.** (3, fa, sp). An introduction to research design in behavioral science. Emphasis is placed on the critical analysis of research and research designs.

**PSY 209L EXPERIMENTAL PSYCHOLOGY LAB.** (1, fa, sp). A critical analysis of research and research designs. Students will complete research projects and produce research reports. Significant writing experiences are included. Prerequisite: Concurrent enrollment or prior completion of PSY 208.

**PSY 300 PSYCHOLOGY OF LEARNING.** (3, sp). An examination of the principles and theories of the experimental analysis of the learning process. Significant writing experiences are included. Prerequisites: Nine hours of PSY including PSY 101.

**PSY 303 SOCIAL PSYCHOLOGY.** (3, fa). An analysis of current theory and research relating to social cognition and behavior. Topics include: self-perception, social influence, attitude change, aggression, altruism, and attraction. Prerequisite: PSY 101.

**PSY 304 PERSONALITY THEORIES.** (3, sp even). A course covering the theory, structure, development, and dynamics of personality. Prerequisite: PSY 101.

**PSY 308 DEVELOPMENTAL PSYCHOLOGY.** (3, fa, sp). A life-span course on human development. Emphasis is on physical, psychological, and social development from conception to death. Prerequisite: PSY 101.

- PSY 400 PHYSIOLOGICAL PSYCHOLOGY.** (3, fa). An analysis of the role of the nervous and endocrine systems in the control of behavior. Prerequisites: Nine hours of PSY including PSY 101.
- PSY 404 ABNORMAL PSYCHOLOGY.** (3, fa). An examination of the description, causes, and treatment of abnormal behavior. Significant writing experiences are included. Prerequisites: Nine hours of Psychology including PSY 101.
- PSY 406 SPECIAL TOPICS IN PSYCHOLOGY.** (1-4). The study of any psychological topic not otherwise included in the curriculum. Prerequisites: Nine hours of PSY including PSY 101.
- PSY 407 PSYCHOLOGY AND SOCIOLOGY OF SPORT AND EXERCISE.** (3). Course examines psychological and sociological factors affecting sport performance and exercise adherence. Theories, techniques, and applications for athletes, coaches, and trainers are emphasized. Prerequisite: Three hours of PSY.
- PSY 410 ORGANIZATIONAL PSYCHOLOGY.** (3). A course covering the application of psychological principles to the work setting. Prerequisite: PSY 101.
- PSY 412 DIRECTED READINGS.** (1-3, fa, sp).\* Supervised research in an area of psychology of mutual interest to student and instructor. Instructor's permission required.
- PSY 413 RESEARCH ASSISTANT.** (1-3, fa, sp).\* Supervised research in psychology. Instructor's permission required.
- PSY 414 TEACHING ASSISTANT.** (1-3, fa, sp).\* Supervised teaching experience at the college level. Instructor's permission required.
- PSY 417 PSYCHOTHERAPIES.** (3, sp odd). Introduction to the practice of psychotherapy; the significance of ethics, multiculturalism, individual practice skills, and theories as they apply to therapy. Prerequisite: PSY 101.
- PSY 429 PSYCHOLOGICAL TESTING.** (3, sp). An introduction to psychological testing and measurement. Emphasis placed on the theory, development, and use of tests of mental ability (including intelligence), and personality (including anxiety and stress). Considers ethical and legal issues in testing. Prerequisites: Nine hours of PSY.
- PSY 475 HISTORY AND SYSTEMS OF PSYCHOLOGY.** (3, sp). An examination of the origins and development of contemporary scientific psychology. Significant writing experiences are included. This course is designated writing intensive. Prerequisites: Nine hours of PSY including PSY 101.
- PSY 499 PRACTICUM IN PSYCHOLOGY.** (3-9, sp).\* Supervised work experience in any psychological specialty area. Students are assigned to a mental health, rehabilitation, industrial or other relevant work setting and receive dual supervision from a psychology faculty member and an official from the agency to which the student is assigned. Prerequisites: Psychology major, junior/senior standing, at least 18 hours in PSY, and prior permission of the instructor.

\* A maximum of 3 hours from PSY 412, 413, 414, and 499 may be counted toward psychology degree requirements. These courses may be repeated for a total of 9 semester hours toward the 121 semester hours of academic credit required for graduation.

**Degree Pathway  
Leading to a Bachelor of Science  
in Psychology**

	<b>Semester 1</b>	<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	PSY 102	Advanced General Psychology	3
SA 201/202/ SOC 301	Intro to Sociology/Intro to Anthropology/The Family	3	HIS 205/206	US History I/II	3
PED 111	Pers. & Comm. Health	2	ENG 102	Comp/Rhet. II	3
ENG 101	Comp/Rhet. I	3	MAT 111	Intermediate Algebra	3
PSY 101	General Psychology	3		Humanities/Fine Arts	3
HIS 101/102	World Civilization I/II	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 3</b>	<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
PSY 208/209L	Experimental Psychology/Lab	4	PSY 207	Advanced Psychological Statistics	3
MAT 117	Elementary Statistics	3	PED 1XX	Activity	1
CD	US Cultural Diversity Elective	3	SCIENCE	Science elective	3
	Humanities/Fine Arts	3	CD	International Cultural Diversity	3
	Minor	3	SPT 206	Fundamentals of Speech	3
				Minor	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
	<b>Semester 5</b>	<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
PSY 303	Social Psychology	3	PSY 300	Psychology of Learning	3
PSY 3XX-4XX	Elective	3	PSY 3XX-4XX	Elective	3
	Minor	3		Minor	3
	Upper Division Elective	3		Upper Division Elective	3
	Any Elective	3		Any Elective	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 7</b>	<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
PSY 404	Abnormal Psychology	3	PSY 475	Hist. & Systems of Psychology	3
PSY 400	Physiological Psychology	3	PSY 3XX/4XX	Elective	3
	Minor	3		Minor	3
	Minor	3		Upper Division Elective	3
	Upper Division Elective	3		Any Elective	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Total Required Hours -122</b>					

Symbol Guide

\*Writing Intensive  
Gen Ed. Hours:

#Field Experience  
Education Hours:

+Online Course  
Total Hours:

\$Hybrid Course

&8-week Course

# **SOCIAL SCIENCE EDUCATION**

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## **Professors:**

Bardot, Michael  
Gossett, Amy  
Jungmeyer, Roger

## **Associate Professors:**

Cunha, Carlos  
Gubbels, Thomas

## **Mission**

The mission of the Department of History, Political Science and Philosophy is to attract, educate, challenge and inspire a diverse population of intellectually curious students within the context of an open enrollment institution. The department provides student-centered learning, integrating teaching, research, and service. The department offers relevant, high quality undergraduate and select graduate programs that prepare students for careers and lifelong learning.

## **Degree Offered**

Bachelor of Science in Education with a major in Social Science.

## **Objectives**

Students successfully completing the degree program in Social Science will be able to demonstrate the following:

1. a knowledge in the disciplines constituting the social sciences
2. be acquainted with historic development from the ancient times to the present
3. be able to use the historical method and develop a familiarity with a variety of interpretive paradigms and their use in conceptualizing the historical process
4. be able to utilize existing technology and educational resources available in an information age

## **Assessment Program**

Students will compile a Social Science Education portfolio, will earn a “C” or better in student teaching, will perform satisfactorily on the required licensing exam, and take the PCAT major field test in History.

## **Computer Skills Requirement**

Social Science Education majors will adhere to the Department of Education computer skills requirement.

## **Required Courses**

**Major:** B.S. in Social Science Education

A minimum grade of "C" in 58 hours of Social Science including HIS 101, 102, 205, and 206; PSC 203 and 204; S/A 201; 3 hours from ECO 201 or 202; 12 hours in upper division U.S. History; 6 hours in upper division European/World History; 6 hours of Geography; HIS 385.

Students planning to teach Social Science in secondary schools should also confer with the head of the Department of Education during their freshman year with



regard to professional requirements. Middle School Certification recommended.

**Minor: Social Science Education**

A minimum grade of "C" in 24 hours including HIS 101, 102, 205 and 206; 3 hours each in Political Science, upper division U.S. History, upper division European/World History, and Geography.

**Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and advisors have information about projected course offerings for a semester/year.

- SS 110 INTRODUCTION TO SOCIAL SCIENCE I.** (2). Introduction to the various social sciences, their research methods, and their relationships. No prerequisite.
- SS 111 INTRODUCTION TO SOCIAL SCIENCE II.** (2). Selected social issues and problems from the perspective of various social sciences. No prerequisite.
- SS 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May enroll again as topic changes. May not be used as a general education requirement.
- SS 390/391 DIRECTED TUTORING.** (3). Supervised tutoring/assistant. May enroll in a total of three directed tutoring courses during career, but no more than two in any one area: social science, history. Prerequisite: permission of the department.
- SS 451 DATA COLLECTION METHODS.** (3). Course introduces students to the research process (design, methodology), and other techniques of data collection. Prerequisite: 9 hours of Social Science. Prerequisite: 9 hours of Social Science. See Sociology listing.
- SS 452 DATA ANALYSIS METHODS.** (3). Focuses on the organization and analysis of data using statistical techniques such as measures of central tendencies; t-test, and regression analysis. Prerequisite: 9 hours of Social Science; MAT117. See Sociology listing.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
in Social Science**

Successful completion of the Lincoln University General Education courses and the courses listed below will entitle a person to receive the degree B.S.Ed. with a major in Social Science and will lead to a certificate to teach Social Science in the State of Missouri in grades 9-12. The following courses meet requirements of Lincoln University and Missouri Department of Elementary and Secondary Education (DESE).

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
GE101	University Seminar	1	Eng 102	English II	3
ENG 101	English I	3	HIS 102	International History	3
PHY 101	Principles of Reasoning	3	PSC 203	Am National Govt	3
MAT 119/120	ACT score determines math placement	3	PHY 103	Earth/Envir Science Option	3
His 101 or 151H	World Civilization I	3	HIS 206	United States History II	3
His 205	United States History I	3	PSY 101	General Psychology	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>18</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
SPT 206	Speech	3	EDU 260	Education and Cultural Diversity	3
His 203 or 403	African American History or Blacks in America	3	EDU 202	Observation in Education	1
SA 201	Introduction to Sociology	3	EDU 251	Professional Educator	3
BIO 103	Biology	3	EDU 204	ED Psych	3
BIO 104L	Biology Lab	1	GEO	Geography	3
GEO 200	Geography	3	HIS 385	Historical Methods	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
SE 221	Exceptional Child	3	EDU 417	Methods in Content Field	2
EDU 317	Differentiated Inst	3	EDU 420	Reading in the Content Field	2
ENG 3	A Literature course numbered below 400	3	EDU 325	Assessment and Data driven	3
EDU 322	Adolescent Development	3	PED 111	Health	2
EDU 316	Techniques in Teaching	3	HIS	Upper division U.S. History Elective	3
<b>TOTAL:</b>		<b>15</b>	HIS 424	20 <sup>th</sup> Century US History	3
			<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
HIS 445	20 <sup>th</sup> Century Europe	3	EDU 471	Student Teaching	10
PED	Activity	1	EDU 475	Seminar	2
EDU 304	Practicum 7-12	1			
EDU 435	Classroom Management	3			
HIS	Upper division U.S. History Elective	3			
	Europe/World History Elective	3			
ECO 201 or ECO 202	Principals of Economics I or Principles of Economics II	3			
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -125**

Symbol Guide

\*Writing Intensive

#Field Experience

+Online Course

\$Hybrid Course

&8-week Course

# SOCIAL WORK

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**Program Director:**

Jan C. Kircher

**Assistant Professor:**

April Napier

## **Mission**

The Lincoln University Social Work Program prepares diverse undergraduate students for generalist social work practice. The program is committed to providing students with the knowledge, values, and skills needed to intervene, empower, and promote human rights and advocate for social, economic, and environmental justice in a global world emphasizing diversity-informed practice (Updated 2/2018).

## **Program Goals**

Grounded in scientific inquiry and the liberal arts, after completion of the program, students will be able to:

- Engage in generalist social work practice on the micro, macro, and mezzo levels
- Promote diversity through ethical social work practice
- Advocate for social change and social justice through evidence-based and critically –informed practice

## **Degree Offered**

Bachelor of Science with a major in Social Work (BSW)

## **Objectives**

The Lincoln University Social Work Program utilizes a competency-based approach that incorporates and applies practice behaviors to prepare graduates for generalist social work practice by demonstrating mastery of the competencies. These competencies and practice behaviors outlined by the Council on Social Work Education are integrated and measured throughout the program's curriculum. Upon completion of the program students will be able to:

1. Demonstrate ethical and professional behavior
2. Engage diversity and difference in practice
3. Advance human rights and social, economic, and environmental justice
4. Engage in practice-informed research and research-informed practice
5. Engage in policy practice
6. Engage with individuals, families, groups, organizations, and communities
7. Assess individuals, families, groups, organizations, and communities

8. Intervene with individuals, families, groups, organizations, and communities
9. Evaluate practice with individuals, families, groups, organizations, and communities

### **Assessment Program**

Assessment measures allow faculty to determine the degree of student success in meeting program goals, objectives, competencies, and practice behaviors. The Social Work Program has identified a core assignment in each major class to assess the competencies and practice behaviors throughout the curriculum. All competencies and practice behaviors are also measured through the field education learning evaluation when students are in their field placement.

### **Computer Skills Requirement**

Upon completion of the Social Work Program at Lincoln University, students will have gained a basic understanding of current computer technologies, as well as the general use and application of emerging software.

### **Admission**

Students may declare social work as a pre-major upon admission to Lincoln University, but all students intending to major in social work are required to complete the formal application process.

Admission to the social work program requires students meet the following criteria:

- Complete SW 201 Introduction to Social Work
- Complete 42 credit hours including the following social work prerequisite courses:
  - PSY 101 General Psychology
  - S/A 201 Introduction to Sociology
  - SA 301 Sociology of the Family
  - MAT 117 Elementary Statistics
- Have a cumulative GPA of 2.0 or higher
- Have sophomore status
- Submit a formal application to the social work program which includes the application form, a resume, a personal and professional reference, and a personal statement.

Students may receive additional information about the social work admission process from the Social Work Program in Founders Hall 10 or the Department of Social and Behavioral Sciences, Founders Hall 206. Applications for admissions are due by March 31<sup>st</sup> each academic year.

## **Admissions for Transfer Students**

Transfer credits from other colleges and universities will be evaluated on an individual basis for equivalency to current program requirements. The Social Work Program does not grant social work course credit for life experience or previous work experiences at the BSSW level. This policy is in compliance with the accreditation standards set forth by the Council on Social Work Education.

Transfer students are required to complete an application for admission to the university and an application for admission to the social work program. Transfer student applicants must meet the social work program admission requirements. Transfer students who are classified as juniors or seniors must make formal application at the end of their first semester in residence at Lincoln University.

## **Program Requirements**

All social work students are required to complete the university requirements and the general education curriculum as outlined in the undergraduate bulletin. The social work major requires students complete the social work pre-requisite courses and the major foundation social work courses. The BSW completion requires 121 credit hours, including 42 credit hours for the major. Elective hours can be used to meet the total number of hours required for the degree and/or the 40 credit hours-upper division course requirements.

## **Field Practicum Experience**

The field practicum experience provides students with the opportunity to engage in the integration of theoretical knowledge with social work practice. Students must complete 400 hours of a block field placement or in an approved field practicum agency. To be eligible for field placement (SW 499), students must have successfully completed the foundation and pre-requisite courses in social work with a C or better. Students must complete a field practicum application in the fall semester of their senior year. Field practicum experience is only offered in the Spring Semester.

## **Required Courses:**

**Major:** B.S. in Social Work (BSW)

A minimum grade of “C” in the social work foundation courses: SW 201, SW 301, SW 400, SW 401, SW 402, SW 404, SW 405, SW 406, SW 407, SW 493, SW 499L, and SW 499.

In addition, students must take the following pre-requisites courses: PSY 101, S/A 201, SOC 30, and MAT 117. Students may choose additional electives.

**Minor: Social Work**

A minimum grade of “C” in 18 hours including SW 201 and 15 credits of upper division hours of Social Work.

**Course Descriptions:**

Listed courses may not be taught every semester or every year. The department head, program director, instructors, and advisors have information about projected course offerings for a semester/year.

**SW 201: Introduction to Social Work.** (3). This course provides an introduction to the social work profession, with an emphasis on the historical development of the profession, social welfare policy and programs, understanding of resources and services, social work methods, and fields of practice. This course will emphasize the contributions of diverse social workers to the profession. This course requires service learning hours.

**SW 301: Social Welfare Policies.** (3, SP). This course engages student in the analysis of the U.S. political, economic, and social ideologies that influenced social welfare policies. Current social policies and programs are analyzed. This course focuses on the knowledge and skills needed for social workers to influence and advocate for policy development and change on the organizational, community, legislative, and judicial levels. This course is writing intensive. Pre-requisites SW 201

**SW 400: Multicultural Social Work.** (3, FA). This course is designed to increase student awareness, knowledge, and understanding of diversity, human rights, social and economic justice and diversity informed practice. Topics include frameworks for engaging diversity and difference in social work practice, racial and cultural identity development, practice dimensions of multi-cultural social work, advancing human rights, and systemic oppression. Pre-requisites SW 201

**SW 401: Generalist Social Work Practice.** (3, FA). This practice course is designed to increase student competency in generalist social work practice with an emphasis on understanding the basic theories of social work intervention and problem solving with individuals. The basic principles and skills for effective interviewing and case management are studied and applied. Pre-requisites SW 201, SW 301, SW 400, SW 404

**SW 402: Social Group Work.** (3, SP). This practice course examines the theories and knowledge of group work focusing on competency and skill building applicable to a broad range of group activities and group dynamics. Diversity

informed practice emphasized with special consideration given to working with persons of different ethnicities and races, ages, genders, abilities, sexual, political, religious orientations, and economic and social statuses. Pre-requisites SW 201, SW 301, SW 400, SW 404

**SW 403: Social Work with the Aged.** (3). This course examines aging and aging issues in the U.S and focuses on interventions with older people and their families at the micro and macro levels.

**SW 404: Human Behavior in the Social Environment.** (3, SP). Using a person in the environment perspective, this course focuses on theories of human behavior over the life span and on the development of individuals and families in the context of biological, social, psychological, spiritual, and cultural components. Pre-requisites SW 201

**SW 405: Social Work Research Methods.** (3, SP). This course examines the various methods of social research, including sampling, data collection, analysis, and focuses on the application of the social research skills needed to practice with individuals, groups, organizations, and communities. Pre-requisites SW 201, SW 301, SW 400, SW 404

**SW 406: Generalist Practice with Communities and Organizations.** (3, FA). This practice course focuses on theories and frameworks for generalist practice in communities and organizations. This course encompasses the knowledge, values, and skills needed for community organizing, leadership development, and engaging in planned change and empowerment in communities and organizations with an emphasis on the impact of globalization on generalist social work practice. Pre-requisites SW 201, SW 301, SW 400, SW 404

**SW 407: Social Justice and Ethics.** (3, FA). This course focuses on the knowledge, values, and skills essential to ethical social work practice with attention given to diversity, oppression, social and economic justice. Students will investigate the historical, political, social, and economic reality of populations at-risk and assess the effectiveness of strategies used by social workers to promote ethical social justice. Pre-requisites SW 201 and SW 301

**SW 490-492 Directed Study.** (1-3). Independent research. Prerequisite: Consent of instructor and department.

**SW 493: Integrative Senior Seminar.** (3, SP). This course serves as a capstone to the social work practice sequence by integrating the material learned in the classroom with a capstone project. Students develop and complete an evaluation



research project that is designed to demonstrate the accumulated knowledge of social work students. This is a writing intensive course. Co-requisite SW 499 and SW 499L. Pre-requisites  
 Successful completion of all other courses in the BSW degree except SW 499 and SW 499L

**SW 495: Special Topics in Social Work.** (3). This course explores contemporary issues in social work practice and provides students an opportunity to develop knowledge and skills on current social work issues and practice topics. May enroll again as topic changes.

**SW 499L: Field Practicum Seminar.** (3, SP). This course integrates theory and social work practice, knowledge, values, and skills with the students in field education placements. Co-requisite SW 493 and SW 499. Pre-requisites:  
 Successful completion of all other courses in the BSW degree except SW 499 and SW 493

**SW 499: Field Practicum Experience.** (6, SP). This course requires students to complete 400 hours of a supervised field practicum in an approved agency. Students apply and practice social work knowledge, values, and skills learned in the human behavior, policy, social justice, research, ethics, and practice classes and assists students with connecting social work theory with practice. Co-requisites SW 493 and SW 499. Pre-requisites: Successful completion of all other courses in the BSW degree except SW 499 and SW 493

**BS in Social Work Pathway  
 Academic Map Fall Admission**

Semester 1		Semester 2	
GE 101-University Seminar	1	Written Communications ENG 102	3
Written Communications ENG 101	3	MAT 117-Elementary Statistics	3
SW 201 - Introduction to Social Work	3	S/A 201-Introduction to Sociology	3
Social & Behavioral Sciences: Civics	3	Humanities and Fine Arts	3
PSC 101-General Psychology	3	Elective Minor	3
International Cultural Diversity	3		
<b>Total Hours</b>	16	<b>Total Hours</b>	15

<b>Semester 3</b>		<b>Semester 4**</b>	
SW 400 - Multicultural Social Work	3	SW 301 - Social Welfare Policies	3
Oral Communications (SPT 206)	3	SW 404 - Human Behavior in the Social Environment	3
Natural Sciences with Lab	4	Humanities and Fine Arts	3
SA 301 - Sociology of the Family	3	Elective Minor	3
Elective	3	Elective	3
		Elective	1
<b>Total Hours</b>	16	<b>Total Hours</b>	16
<b>Semester 5</b>		<b>Semester 6</b>	
SW 407 - Ethics and Social Justice	3	SW 402 - Social Group Work	3
Natural Sciences	3	SW 405 - Social Work Research Methods	3
Humanities and Fine Arts	3	Elective Suggested - PHI 101- Principles of Reasoning	3
Upper Division Elective (SW 495)	3	Upper Division Elective	3
Elective Minor	3	Elective Minor	3
Elective Suggested MUS 499 - Band, Choir, Orchestra	1		
<b>Total Hours</b>	16	<b>Total Hours</b>	15
<b>Semester 7</b>		<b>Semester 8</b>	
SW 401 - Generalist Social Work Practice	3	SW 493 - Integrative Senior Seminar	3
SW 406 - Generalist Practice with Communities and Organizations	3	SW 499L – Field Practicum Seminar	3
Elective Minor	3	SW 499 – Field Practicum Experience (400Hours)	6
Elective	3		
Elective	3		
<b>Total Hours</b>	15	<b>Total Hours</b>	12

\*\*indicates the semester students apply to the social work major

# SOCIOLOGY AND ANTHROPOLOGY

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## **Professors:**

Bah, Abdoulaye

## **Associate Professor:**

Squires, Sharon

## **Assistant Professor:**

Boston, Christine

Hertzler, Olivia

## **Instructor:**

Wilson, Chè

## **Mission**

The mission of the Sociology and Anthropology programs is to foster a supportive learning environment that emphasizes an understanding of human society, its institutions, its structures and its processes as related to social theory. The curriculum emphasizes theoretical foundations, research methods, anthropological perspectives and social work practice, designed to prepare students for careers or graduate professional education.

## **Degrees Offered**

Bachelor of Arts with a major in Sociology

Bachelor of Science with a major in Sociology

Bachelor of Science in Social Science Education with emphasis in Sociology (see Social Science section of *Bulletin*)

## **Objectives**

Students who successfully complete the B.S. and B.A. programs in Sociology will

1. develop skills in critical thinking, problem solving and analysis
2. develop skills in the appropriate application of social theory in the research process
3. understand the relevance and interplay of culture, social change, social interaction, stratification and social structures and social practices that operate and affect society, both nationally and globally
4. prepare for effective and responsible participation in professional/graduate study or employment

## **Assessment Program**

A variety of assessment measures are used in assessing student preparation in compliance with the program's academic objectives and the University's Mission. Assignments, examinations, portfolios, and other assessment tools are used to assess critical thinking, written and oral communication skills and pertinent knowledge acquisition and integration. All students will take the ETS Major Field Test.

## Computer Skills Requirement

Students will have the opportunity to learn computer applications and uses in the social sciences by taking SS451-Data Collection and SS452-Data Analysis, which are required of all majors. Upon completion of these courses, students will have gained proficiencies in operating windows-based machines and various data analysis software programs, including SPSS, the most widely used statistical software program in the social sciences.

## Required Courses

**Major:** B.A. or B.S. in Sociology

The major requires a minimum of 33 hours with a grade of “C” or better in the following: S/A 201 and SOC 301, SOC 303, SOC 302 or 306, 3 hours upper-division Anthropology; 3 hours upper-division Social Work; SS 451 and 452; SOC 453, SOC 415 and 454. Students may elect to take as many electives in the major as they desire upon completion of the required courses for the major.

**Minor\*:** Sociology: S/A 201 and 15 hours of Sociology including 6 hrs. at the 400-level.

**Minor\*:** Anthropology: S/A 202 and 15 hours of Anthropology including 6 hrs. at the 400-level.

**Minor\*:** Social Work: SW 201, 301, 401, 402, 404 and 405. Students who minor in social work and desire to continue graduate education at the University of Missouri if otherwise qualified for admission, (through its special MSW articulation agreement with Lincoln) may receive 9 credits with the successful completion of a grade of “B” or better in SW 301, SW 404, and SW 405. Lincoln students who are admitted to the MSW program will receive a waiver of each of the three courses in which they meet the grade standards and will be eligible for the MU MSW degree of between fifty-one (51) and fifty-seven (57) credit hours.

Note: Information about the African American Studies minor is on p. 189.

\*Must have a grade of “C” or better in all minor courses.

**Graduation:** A total of 121 semester hours of credit is required for graduation. Pre-college-level courses (MAT 50, MAT 51, ENG 90 and ENG 95) do not count toward the 121 hour requirement. A minimum of 40 hours of upper division courses (those numbered 300-499) are required for graduation. There are no exceptions to the 40 hour requirement.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head, instructors, and advisors have information about projected course offerings for a semester/year.

### Group I: Basic

Prerequisites are not required.

**S/A 151H HONORS INTRODUCTION TO SOCIOLOGY.** (3, fa). This course is designed to introduce honor students to the fundamental theories, methodological approaches and basic principles used in sociology. Detailed study of socialization, social structures, institutions, inequality, and social control, as well as discussion of classic studies in sociology will be engaged. This course serves as a prerequisite to all sociology courses requiring S/A 201.

**S/ A 175 SPECIAL TOPICS.** (1-5). Topic to be listed in course schedule. May re- enroll as topic changes. May not be used as a general education requirement.

**S/A 200 American Cultural Diversity.** (3). This course focuses on multidisciplinary approaches to understanding cultural variations and constructs, social interaction and change. Intent is to expand one's knowledge of the effect of race, gender, sexual orientation, class, age, religion and geographic location on the public discourse and various policies used to maintain and strengthen society, culture, diversity and inclusion. General Education, Area 7.

**S/A 201 INTRODUCTION TO SOCIOLOGY.** (3). This course is designed to introduce students to the fundamental theories, methodological approaches and basic principles used in sociology. Examines the systematic study of social relationships and interactions. Detailed study of socialization, social structures, institutions, inequality, social control, gender, ethnicity, the economy and globalization will be examined. This course serves as a prerequisite to all sociology courses.

**S/A 202 INTRODUCTION TO ANTHROPOLOGY.** (3, fa). This course will introduce four major subfields of anthropology: physical anthropology, archaeology, cultural anthropology and linguistics. The course will explore human origins, habitats, artifacts and cultural tradition.

### Group II: Sociology Service

Prerequisites are not required.

**SOC 301 THE FAMILY.** (3). An introduction to Marriage and Family studies; explores the structure and formation of contemporary families; and look at theories of family development, social problems in the family and the changing gender and social roles in modern families. Also explores relationship choices and contemporary issues including the effect of technology on family life. Theoretical viewpoints, social policies, up-to- date research and self-assessment relationship scales included.

**SOC 302 MINORITY RELATIONS.** (3, su). Course provides an analysis of contemporary minority relations, including ethnic, racial and gender relations. The structured inequality inherent in minority relations in

American society will be examined. Students will explore issues such as the social construction of race, racism, gender inequality, and ethnic identities. Diversity and multiculturalism in relation to the problems and issues of various minority groups will be included.

**SOC 303 SOCIAL PROBLEMS.** (3, fa). In-depth overview of contemporary social problems in American Society, such as crime and the criminal justice system, social class, inequality and poverty. The institutional and structural sources of contemporary social problems will also be explored. The course applies sociological theory to the analysis of contemporary social problems in the U.S. This course is designated as writing intensive.

**SOC 306 SOCIOLOGY OF BLACK AMERICANS.** (3, sp, odd). Examines the experiences of Black American community in the United States from a sociological perspective. Explores the emergence and evolution of Afrocentric paradigm, classical African American social theories and innovative conceptual and methodological approaches to the study of the black community. Also covers the myths and realities of Black American life, contemporary social issues as they relate to Black males and females, and sociological research on Blacks as a social group.

### **Group III: Advanced Sociology**

Prerequisite: S/A 201, or S/A 151H, or S/A 202 or SOC 301

**SOC 401 SOCIAL STRATIFICATION.** (3, sp, odd). Examines the social division and hierarchal structure of contemporary American society. A survey of the patterns of inequality based on economics of race, ethnicity, gender, class, status, and power will be examined.

**SOC 402 MODERN SOCIAL ORGANIZATIONS.** (3, su or sp, even). Focuses on the analysis of some of the major types or social organization, including groups, networks, and formal organization.

**SOC 403 COMMUNITY AND SOCIAL CHANGE.** (3, fa, odd). Survey of different types of communities and the dynamics by which communities change. Organization of urban and rural communities, patterns and sources of change will be explored.

**SOC 404 POPULATION AND DEMOGRAPHY.** (3 s, sp, even). Population theories; analysis of the growth, composition, distribution and the changing patterns of the population. Analyzes the significance of population changes on the society.

**SOC 405 CRIMINOLOGY.** (3, fa). Survey of classical and contemporary theories of criminal behavior, sources of crime, types of crimes, including property crime, violent crime, corporate crime and political crime.

**SOC 406 JUVENILE DELINQUENCY.** (3, sp). A survey of classical and contemporary theory of delinquent behavior with special emphasis on youth. This course traces historical development of public and private institutions created to control youth offenders. Special emphasis is placed on the process of becoming delinquent, demographic characteristics of the delinquent and how youth are processed by the juvenile justice system.

**SOC 408 SOCIOLOGY OF AGING.** (3, fa, odd). A systematic presentation of the field of gerontology related to the demographic, health and cultural factors in aging. Examines social adjustments of individuals in later stages of the

life cycle, including family and friendship relationships, social adjustment to the process of aging, and societal reactions to and provisions for persons in later life.

**SOC 409 SOCIOLOGY OF HEALTH CARE.** (3, sp, odd). Comparative study of different health care systems, social construction of health and illness, social organization of health care work and occupations.

**SOC 412 SOCIOLOGY OF EDUCATION.** (3, fa, su, even). Analysis of the institutionalization of the learning process, the school and community, the social structure of educational institutions, factors and processes of social change, and contemporary problems in education.

**SOC 413 DEVIANCE AND SOCIAL CONTROL.** (3 sp. even). Overview of theories of deviant behavior and the social classification of deviance as a means of social control. Includes study of a wide range of deviant behavior, including elite deviance and mental illness.

#### **Group IV: Sociology: Other**

Prerequisite: S/A 201 and junior status

**SOC 415 CLASSICAL SOCIOLOGICAL THEORY.** (3, fa, even). Survey of major classical sociological theorists. Emphasis on the history, emergence and development of sociology as a mode of inquiry for social sciences. Explores classical and contemporary social theorists and examines their contributions to the discipline and study of society

**SOC 453 CONTEMPORARY SOCIOLOGICAL THEORY.** (3, sp). Survey of 20<sup>th</sup> century developments in social theory, including European and American theorists, as well as recent developments in feminist and postmodern perspectives.

**SOC 454 SEMINAR IN SOCIOLOGY.** (3, fa). This is a capstone course that reviews the basic theoretical paradigms, theorists, and practices used in sociology. This course will also provide professional development and career information for future sociological employment. Prerequisite: Junior and senior sociology majors only. Writing intensive.

**SOC 490-492 DIRECTED STUDY.** (1-3). Independent research. Prerequisite: Consent of instructor required.

**SOC 495-498 SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes. Prerequisite: See course schedule.

**SOC 499 INTERNSHIP.** (3, sp). Opportunity to gain work experience in field of government agency. Consent of instructor required.

**SS 451 DATA COLLECTION METHODS.** (3, fa). Research design, methodology, and techniques of data collection. Prerequisite: 9 hours of Social Science.

**SS 452 DATA ANALYSIS METHODS.** (3, sp). Quantification, measurement, computerization, presentation, and analysis of data. Prerequisite: 9 hours of Social Science; MAT 117.

### **Group V: Anthropology Service**

Prerequisites are not required.

**ANT 310 INTRODUCTION TO PHYSICAL ANTHROPOLOGY AND ARCHAEOLOGY.** (3, sp, odd). The evolutionary development of humans, focusing on the emergence of Hominidae at the end of the Miocene, and an analysis of the major archaeological sites of Africa (Nubia, Egypt, Great Zimbabwe), the ancient Near East (Anatolia, Mesopotamia), Asia (Thailand, China), the Mediterranean (Mycenae, Etruria), and the Americas (Palenque, Teotihuacan, Cahokia).

**ANT 311 WORLD ETHNOGRAPHY.** (3, sp, even). Comparative ethnography of non-Western societies using a socio-cultural anthropology approach including an examination of the societies' worldviews, subsistence patterns, ethno medicine, mating system, and sustainability.

### **Group VI: Anthropology Advanced**

Prerequisite: Three hours in any S/A or ANT course or consent of instructor.

**ANT 407 SOCIOCULTURAL CHANGE.** (3, sp, even). An analysis of the social and cultural changes that have occurred in relation to modernization, intergenerational value shifts, changing religious views, and the emergence of postmodernism in Westernized societies after World War II.

**ANT 411 CULTURE AREAS OF THE WORLD.** (3, fa, odd). This multimedia course will provide an in-depth analysis of different selected culture areas each semester: Mesoamerica, Oceania, Western Asia, Aboriginal North America, West Africa or other cultures of choice.

**ANT 451 GENERAL ARCHAEOLOGY.** (3, sp, even). A study of prehistoric and historic cultural remains that includes fieldwork, laboratory experiences and dating methods (relative and absolute), using current archaeological methodology.

### **Group VII: Anthropology: Other**

**ANT 490-492 DIRECTED STUDY.** (1-3). Independent research. Prerequisite: Consent of instructor and department.

**ANT 495-498 SPECIAL SUBJECTS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes. Prerequisite. See course schedule.



**Degree Pathway  
Leading to a Bachelor of Science  
in Sociology**

	<b>Semester 1</b>	<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp/Rhet. II	
LS 101	Information Literacy	1	HIS/PSC	HIS 205/206 Am. Hist. I/II PSC 203 Am. Nat'l Gov't	3
PED 111	Pers. & Comm. Health	2	ENG 102	Comp/Rhet. II	3
ENG 101	Comp/Rhet. I	3	AAS/ART/ MUS/SPT	AAS 200; ART 100,330,331; MUS 200, 205; SPT 209	3
PSY 101	General Psychology	3	MAT 111	Intermediate Algebra	3
HIS 101/102	World Civilizations I/II	3	SPT 206	Fundamentals of Speech	3
SA 201	Introduction to Sociology	3	PED 1XX	Activity	
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 3</b>	<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
SOC 301	The Family	3	CD	International Cultural Diversity	3
SCIENCE/ LAB	Biology, Chemistry, Physics, Environ. Science, Experimental Psychology with Lab	4	CD	U.S. Cultural Diversity	3
MAT 117	Elementary Statistics	3	SCIENCE	Science	3
AAS/ART / MUS/SPT	AAS 200; ART 100,330,331; MUS 200, 205; SPT 209	3	CS 103/105	Intro to MS Office/Bus. Apps. For Microcomputer	3
SOC 303	Social Problems	3	SOC 302/306	Minority Relations/ Sociology of Black Americans	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 5</b>	<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
SS 451	Data Collection	3	ANT	Anthropology 310-498	3
SOC/SSOC	SOC 401,402,403,404,405, 406, 409,412, 490-492, 495-498, SSOC 499.	9	SS 452	Data Analysis	3
	Elective/Minor	3	SOC/SSOC	SOC 401,402,403,404,405, 406, 409,412, 490-492, 495-498, SSOC 499 or Minor	9
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 7</b>	<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
SOC 415	Classical Theory	3	SOC 453	Contemporary Theory	3
SOC 454	Seminar in Sociology	3		Sociology Elective/Minor	9
	Sociology Elective/Minor	9			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -119**

Symbol Guide  
\*Writing Intensive  
Gen Ed. Hours:

#Field Experience  
Education Hours:

+Online Course  
Total Hours:

§Hybrid Course

&8-week Course

**Degree Pathway  
Leading to a Bachelor of Arts  
in Sociology**

	<b>Semester 1</b>	<b>Hrs.</b>		<b>Semester 2</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp/Rhet. II	
LS 101	Information Literacy	1	HIS/PSC	HIS 205/206 Am. Hist. I/II PSC 203 Am. Nat'l Gov't	3
PED 111	Pers. & Comm. Health	2	ENG 102	Comp/Rhet. II	3
ENG 101	Comp/Rhet. I	3	AAS/ART/ MUS/SPT	AAS 200; ART 100,330,331; MUS 200, 205; SPT 209	3
PSY 101	General Psychology	3	MAT 111	Intermediate Algebra	3
HIS 101/102	World Civilizations I/II	3	SPT 206	Fundamentals of Speech	3
SA 201	Introduction to Sociology	3	PED 1XX	Activity	
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 3</b>	<b>Hrs.</b>		<b>Semester 4</b>	<b>Hrs.</b>
SOC 301	The Family	3	CD	International Cultural Diversity	3
SCIENCE /LAB	Biology, Chemistry, Physics, Environ. Science, Experimental Psychology with Lab	4	CD	U.S. Cultural Diversity	3
MAT 117	Elementary Statistics	3	SCIENCE	Science	3
AAS/ART / MUS/SPT	AAS 200; ART 100,330,331; MUS 200, 205; SPT 209	3	CS 103/105	Intro to MS Office/Bus. Apps. For Microcomputer	3
SOC 303	Social Problems	3	SOC 302/306	Minority Relations/ Sociology of Black Americans	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Semester 5</b>	<b>Hrs.</b>		<b>Semester 6</b>	<b>Hrs.</b>
SS 451	Data Collection	3	ANT	Anthropology 310-498	3
SOC/SSOC	SOC 401,402,403,404,405, 406, 409,412, 490-492, 495-498, SSOC 499. Elective/Minor	9 3	SS 452	Data Analysis	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>	SOC 401,402,403,404,405, 406, 409,412, 490-492, 495-498, SSOC 499 or Minor	<b>9</b> <b>15</b>
	<b>Semester 7</b>	<b>Hrs.</b>		<b>Semester 8</b>	<b>Hrs.</b>
SOC 415	Classical Theory	3	SOC 453	Contemporary Theory	3
SOC 454	Seminar in Sociology	3		Sociology Elective/Minor	9
<b>TOTAL:</b>	Sociology Elective/Minor	<b>15</b>	<b>TOTAL:</b>		<b>12</b>

**Note: 12 hours of foreign language required.**

**Total Required Hours -131**

Symbol Guide

\*Writing Intensive  
Gen Ed. Hours:

#Field Experience  
Education Hours:

+Online Course  
Total Hours:

<sup>s</sup>Hybrid Course

<sup>&</sup>8-week Course

# INTERDISCIPLINARY STUDIES

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## AFRICAN AMERICAN STUDIES

### Objectives

Students completing the minor in African American Studies will have an understanding of the history, literature, art and music of African Americans. Students will also develop an awareness of the global African American experience through the cultural study of African, Caribbean and other populations. The minor in African American Studies is an interdisciplinary course of study which explores the history and culture of African Americans and Blacks throughout the Diaspora.

### Minor in African American Studies

The minor in African American Studies requires 21 hours with a minimum grade of “C.”

### Required Courses

AAS 200, ART 205, MUS 205, ENG 416, and HIS 203 or HIS 403. The remaining six hours may be elected from the following courses: ENG 473H, HIS 402, HIS 459, JOU 475, PHI 208, PSC 350, SOC 302, SOC 306, BAD 385, EDU 260, AAS 400H.

### Course Descriptions

- AAS 200 INTRODUCTION TO AFRICAN AMERICAN STUDIES.** (3). An introduction to theories regarding African roots of Western civilization, and the cultural and philosophical legacy of the *Diaspora*.
- AAS 400H HONORS SERVICE LEARNING.** (1-3, fa, sp, su). Provides students with the opportunity to engage in a directed service, research or creative project of benefit to the University under the close supervision of a faculty mentor or a campus administrator. Students work on approved project 5-10 hours per week. Student may re-enroll for a total of 6 credit hours. Prerequisite: Admission to the Honors Program and previous honors coursework with a 3.2 GPA; 3.2 cumulative GPA; junior standing; permission of instructor and Department Head.
- ART 205 AFRICAN AMERICAN ART HISTORY.** (3). A survey of African American art and artists from colonial period to the present. The course will consider the social, political, cultural, and artistic development of the artists.
- ENG 416 AFRICAN AMERICAN LITERATURE.** (3). Readings in the literary interpretation of the African American authors, viewed within a comprehensive, historical context. Prerequisite: ENG 307.
- HIS 203 AFRICAN AMERICAN HISTORY.** (3, fa, even). Survey of the history of Black people from ancient Africa to the present. Prerequisite: ENG 101.
- HIS 403 BLACKS IN AMERICA.** (3, sp, even). Black people in the U.S. from the beginning of the slave trade through the 20<sup>th</sup> century. Prerequisite: HIS 205 or 206 or consent of instructor.
- MUS 205 MUSIC OF BLACK AMERICANS.** (3). An historical and analytical survey (performance practices and compositional trends) of jazz, ragtime, sacred music (spirituals and gospel), secular folk songs, rhythm and blues, etc., emanating from the Black experience.

## **LEGAL STUDIES**

### **Objectives**

The minor in Legal Studies is an interdisciplinary course of study that allows students to explore an interest in a career in law. This minor is designed as a cross- disciplinary effort between the areas of Public Administration, Criminal Justice, and Political Science. Students completing the minor in Legal Studies will have an understanding of the basic areas of the American legal system. Students will also be allowed to develop areas of interest in specialty areas of law.

### **Required Courses**

Twenty-one (21) hours of required courses.

A minimum grade of "C" in BAD 275, BAD 412, CJ 475, PHI 101, PSC 430 and 6 hours of electives taken from the following: BAD 385, CJ 201, CJ 320, CJ 340, LE 420, PAD 463, PHI 304, PSC 420, PSC 460.

### **Course Descriptions**

**BAD 275 BUSINESS LAW I.** (3, fa, sp, su). Introduction to basic principles of business law including torts, crimes, contract law, product liability, consumer protection, and labor law. Also covered are sales, warranties, and an introduction to the Uniform Commercial Code.

**BAD 385 DISCRIMINATION IN EMPLOYMENT.** (3, fa). Individual and minority rights in industry, unions, urban centers and politics; public policies to eliminate discrimination in opportunities and employment. Prerequisite: BAD 338.

**BAD 412 BUSINESS LAW II.** (3, fa, sp). Concepts of business law including commercial paper, secured transactions, creditors' rights and bankruptcy, agency and employment, landlord-tenant relationships, personal property and bailments. Applications under the Uniform Commercial Code are emphasized.

**CJ 201 FOUNDATIONS OF CRIMINAL JUSTICE.** (3, fa). Historical and comparative development of law and criminal justice systems. Guest lectures by professionals and observational visits to selected criminal justice agencies featured. Opportunities for volunteer placement in criminal justice agencies.

**CJ 320 LEGAL ASPECTS OF CRIMINAL JUSTICE.** (3, sp). Criminal law and procedures, legal process, constitutional limitations, legal restraints, and jurisdictional problems. This course is designated writing intensive.

**CJ 340 THE AMERICAN COURT SYSTEM.** (3, sp). Development of Criminal Court, roles of judge, prosecutor, jury, and defense attorney; trial process; and contemporary issues.

**CJ 475 CRIMINAL LAW.** (3, sp). Legal definition of crime and defense; substantive criminal law, historical foundations; case study approach employed. Prerequisite: 9 hours of criminal justice courses; CJ 320 and 330; or equivalent.

**LE 420 CRIMINAL EVIDENCE AND PROCEDURES.** (3, sp). Due process; law of arrest, searches, and seizures; rules of evidence; interrogations and confessions; and recent developments.

- PAD 463 COLLECTIVE BARGAINING IN PUBLIC EMPLOYMENT.** (3, fa). History and current status of collective bargaining practices and governmental policies in the public sector; public policy at federal, state, and local levels in employee relations.
- PHI 304 BUSINESS ETHICS.** (3, fa, sp). Examination of approaches to moral decision making in business contexts. Issues explored include confidentiality, workers' rights, environmental concerns, corporate truth telling, and managerial professionalism. Same as BAD 304.
- PSC 420 PARTIES, PRESSURE GROUPS, AND PUBLIC OPINION.** (3, fa, odd). Roles and processes of participative organizations; opinion formation; and voting and other participative behavior.
- PSC 430 CONSTITUTIONAL LAW.** (3, fa, even). American constitutional principles, problems, and trends regarding governmental powers and civil liberties.
- PSC 460 INTERNATIONAL RELATIONS.** (3, sp, even). World politics, institutions, and concepts including power, resources, conflict resolution, and international law.

## **INTERNATIONAL STUDIES**

### **Objectives**

Students successfully completing the minor in Interdisciplinary International Studies will:

1. Demonstrate general knowledge of cultures beyond United States borders and an in-depth knowledge of their selected area of the world.
2. Understand the interconnectedness of peoples and nations through economic, political, and social systems.
3. Demonstrate ability to recognize that values guiding modern American society are not universal and, to compare and contrast domestic values to those of their area studies.

Requirements are a total of 25 credit hours distributed as follows:

Basic International Information: Students will be required to complete the following two courses (six credit hours). GEO 200 – World Geography and PHI 201 – Major religions of the World.

- I. History and Culture: Students must complete two courses (six credit hours) pertaining to their selected area of the world.
  - a. Africa and Africans in the Diaspora
    - HIS 203 African-American history
    - HIS 459 History of Africa
    - PHI 208 African World View
  - b. Europe
    - HIS 445 20<sup>th</sup> Century Europe(required)
    - HIS 457 History of Modern France
    - HIS 458 History of Modern Russia
    - HIS 460 Modern Germany
    - HIS 456 Modern Britain
    - SPA 322 Spanish Civilization

- c. Spain and Latin America
  - HIS 430 Modern Latin America
  - SPA 321 Latin American Civilization
  - SPA 322 Spanish Civilization
- d. Asia
  - HIS 431 History of China and Japan
  - HIS 432 Islam and the Christian World
  - HIS 433 History of the Middle East

Note: Upper division- special topics- special subjects courses may be used depending upon appropriate course content for the selected area of study.

III. Global Business / Cultural Studies: Students will complete a course (three credit hours) in one of the following areas.

- a. International Business and Global Resources:
  - BAD 215 Introduction to Global business
  - ECO 310 Economic Development
  - ECO 420 International Economics
  - MKT 415 International Marketing
  - ENV 312 Environmental Geology
  - GIS 208 Introduction to Geospatial Science
  - GIS 301 Introduction to Global Positioning System
- b. Cultural Studies
  - ANT 311 World Ethnography
  - ANT 411 Culture Areas of the World
  - S/A 202 Introduction to Social-Cultural Anthropology
  - SOC 415 History of Sociological Theory
  - GEO 301 Economic Geography
  - ART 330 History and Appreciation of Art
  - ENG 320 Masterpieces of Literature in English Translation

IV. Foreign Language Requirement: Students will complete at least ten (10) credit hours in a foreign language native to their selected area of the world.

V. International Experience: Students declaring a minor in International Studies are encouraged to complete part of their requirements through international study abroad or through an internship with a multinational organization. Credit may also be granted for other international experiences such as military deployment, religious/missionary/volunteer work abroad or employment abroad. The length of these alternative international experiences must be at least four weeks and the student must be able to document cultural competence gained through the experience.

# HONORS PROGRAM

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Lincoln University offers the talented and highly motivated students the opportunity to pursue a 24-credit-hour Honors Program which features small classes, unique academic challenges, individual attention from Honors faculty, and association with other like-minded students. The kinds of creative teaching and learning fostered in this environment will assist the student in developing intellectually and in meeting academic goals.

The program offers a cluster of general education courses from which to select. Additionally, the Honors student has opportunities to compete for summer mentorships, working closely with a faculty member on a research or creative project; to do sustained research or creative work leading to a thesis in the student's major; and to present his/her work at regional, national, and international conferences.

The following courses comprise the Honors Program curriculum:

GE	101H	Honors University Seminar	1 hr.
ENG	151H	Honors Composition and Rhetoric I	3 hrs.
ENG	152H	Honors Composition and Rhetoric II	3 hrs.
HIS	151H	Honors World Civilization I	3 hrs.
HIS	152H	Honors World Civilization II	3 hrs.
PSY	151H	Honors General Psychology	3 hrs.
SOC	151H	Honors Sociology	3 hrs.
HUM	200H	Honors Humanities	4 hrs.
PSC	203H	American National Government	3 hrs.
PHI	203H	Honors Ethics	3 hrs.
ENG	301H	Honors Introduction to Literature	3 hrs.
ENG	312H	Virginia Woolf and Her Works	3 hrs.
ENG	314H	Film and Fiction	3hrs.
AAS	400H	Honors Service Learning	3 hrs.
PHI	400H	Honors Special Topics	3 hrs.
ENG	301H	Honors Special Topics/Literature	3 hrs.
ENG	470H	Honors Special Topics/Language & Literature	3 hrs.
ENG	471H	Honors Special Topics/Creative Writing	3 hrs.
ENG	473H	Honors Special Topics/African American Lit.	3 hrs.
	481H	Honors Summer Mentorship (may be taken more than once)	3 hrs.
	482H	Senior Honors Thesis	3-6 hrs.

Course descriptions for all honors courses are listed in the respective academic programs sections of this *Bulletin*.

To satisfy the requirements of the Honors Program curriculum, a student must complete a minimum of 24 hours of honors coursework. The student must maintain a 3.2 GPA in honors courses and a cumulative 3.2 GPA to graduate from the Honors Program. The transcript and diploma of the student who fulfills these requirements will carry an honors designation.

- 200H HONORS HUMANITIES SEMINAR.** (4, fa). An interdisciplinary study of selected themes, topics, concepts and periods in the humanities, including art, literature, music, philosophy and theatre for honors students. Seminar setting with required writing laboratory. Prerequisites: ENG 151H and ENG 152H, or ENG 101 and ENG 102 with faculty recommendation.
- 481H HONORS SUMMER MENTORSHIP.** (3, su). Provides students with the opportunity to engage in an individual research or creative project under the close supervision of a faculty mentor. Students work on a project 20 hours per week. Prerequisites: Previous honors coursework with a 3.2 GPA; 3.2 cumulative GPA; junior standing; consent of department; and consent of Honors Committee. To obtain Honors Committee consent, the student must submit an application to that committee. Honors Summer Mentorship awards may be available within departments but are competitive and limited in number. Inquire within the department. Available in History (HIS 481H) and Psychology (PSY 481H).
- 482H SENIOR HONORS THESIS.** (3-6). Provides students with the opportunity to engage in a substantial research or creative project in their major under the direction of a thesis committee. Prerequisites: 18 hours of honors courses with a 3.2 GPA; senior standing; consent of department; and consent of Honors Committee. Available in English (ENG 482H).



# STUDIES IN RELIGION

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College credit is given for satisfactory completion of Religion courses. A maximum of 10 hours of credit in Religion or in religious education courses taken at any accredited college will be accepted as electives by Lincoln University. Credit for courses taken in religious education may not be used to fulfill any general education requirement of the University.

**REL 200 HOW TO UNDERSTAND THE BIBLE.** (3). A discussion of principles of interpretation, Biblical literature types, and historical reflection on various stages of Biblical translation. Allows the student to gain a deeper insight into and appreciation of the Bible.

**REL 201 SURVEY OF THE OLD TESTAMENT.** (3). Students will gain a general understanding of the Pentateuch, the historical, poetical, and prophetic books of the Old Testament. They will learn about the historical contexts within which each book was written, the book's literary origins, structure and significance, and each book's religious aspects and implications.

**REL 202 SURVEY OF THE NEW TESTAMENT.** (3). A survey of the New Testament, beginning with the Inter-Biblical period. A survey of the origin and literature of the New Testament, the beginning and early history of Christianity, geography, dates, authorship, and purpose of the books of the New Testament.

**REL 327 CHRISTIANITY AND CONTEMPORARY ISSUES.** (3). Students will gain an understanding and appreciation of the fundamental principles and methods of Christian moral theology, and their historical development. Students will explore the relationship of those principles and methods to Scripture and Christian theology, and their application to contemporary social issues.

# MILITARY SCIENCE

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## Mission

ROTC attracts, motivates, and prepares select students who have the potential to serve as commissioned officers in the Regular Army, U.S. Army Reserves, and Army National Guard.

## Objectives

The professional training and educational offerings of the Department of Military Science aim to produce students who have the skills, knowledge and aptitude to perform the following duties as commissioned officers:

1. Understand the fundamental concepts and principles of military science
2. Demonstrate leadership and managerial potential by controlling people, equipment and resources
3. Demonstrate a strong sense of personal integrity, honor and individual responsibility
4. Foster an appreciation of the requirements for national security
5. Demonstrate an ability to execute missions given Army tasks, conditions and standards
6. Demonstrate the physical abilities needed to perform to standard the Army Physical Fitness Test and other physical challenges as assigned

Attainment of these objectives will prepare students for commissioning and will establish a sound basis for their future professional development and effective performance in the Army. Students receiving commissions as second lieutenants may go on active duty for three or four years or may request service with the National Guard or Army Reserves to fulfill their military obligation. To fulfill the National Guard or Army Reserve commitment, individuals apply to join a unit in their hometown or the locale to which they go after graduation. Generally, reserve component officers go to a basic officer leader course (four months) to learn their specific military skills. Students are not obligated to serve in the Army until they enter into an ROTC contract.

## Programs Offered

Leadership, management, and adventure experiences are common to each Military Science program.

1. Four-year program: Open to all freshman students of good moral character; **non-US citizens must have embassy approval prior to enrolling.** The freshman- and sophomore-level courses do not obligate the student to the ROTC or military service (unless they enter into an ROTC contract).
2. Two-year program: Available to students who have completed their sophomore year of college or enrolled in first semester of graduate school. Most students eligible for the two-year program attend a four-week Lateral Entry-Cadet Initial Entry Training (CIET) prior to entering the MSC 301 course. CIET provides placement credit for MSC 101, 102, 201 and 202 and six elective credit hours toward graduation. Students will receive approximately \$800 for graduating CIET.
3. Simultaneous Membership Program (SMP): Students who are members of the U.S. Army Reserve or National Guard may receive placement credit for the basic course. Provided they meet all other conditions for enrollment, they can

enroll in MSC 301 after attaining junior status. SMP students remain with their Reserve or Guard unit and are paid at the rate of an E-5, Sergeant (approximately \$275 per month) from their unit while simultaneously participating in ROTC. SMPs may be eligible for state or federal tuition assistance (see unit clerk). Students receive a personal allowance worth \$450-

\$500 per month for juniors and seniors respectively. These students may also be eligible for the Montgomery G.I. Bill & Kicker (\$309 and \$350 per month for full-time students). Non-scholarship students may participate in the SMP once accepted for enlistment in the Army Reserve or National Guard and attaining sophomore academic status.

4. Veterans: Military veterans may be allowed placement credit for the basic course. Provided they meet all other conditions for enrollment, they can enroll in MSC 301 after attaining junior status.
5. Junior ROTC graduates: Graduates of Junior ROTC programs in high school, junior college, or military schools may be given placement credit for the basic course. Provided they meet all other conditions for enrollment, they can enroll in MSC 301 after attaining junior status.

### **Army ROTC Benefits**

The Army ROTC Program at Lincoln University offers students many benefits.

1. Opportunity for a challenging, important, highly respected, and well-paid job in one of many professional fields. Army officers are given challenging leadership assignments in student-selected fields at home or abroad. Starting compensation is approximately \$48,000 per year with annual salary increases and continual opportunities for promotion.
2. Scholarships. Qualifying students are eligible to compete for four-, three-, and two-year ROTC scholarships. These scholarships pay for tuition, a \$1,200 per year book allowance, and most other mandatory fees. Some ROTC scholarship recipients are awarded the Lincoln ROTC performance grant-in-aid which covers a portion of standard room and board costs for on-campus housing.
3. Students (scholarship and non-scholarship) accepted into the advanced program (MSIII and IV) of Army ROTC receive approximately \$450.00 to \$500.00 per month tax-free personal allowance.
4. Two career choices: Students receiving commissions as second lieutenants have the option of requesting active duty or the Army Reserves/National Guard.
5. Competitive Benefits: In addition to competitive salaries, military officers receive a tax-free on-post housing allowance, 100% paid medical and dental coverage, 30 days paid vacation/year, world-wide travel, reduced-price shopping.
6. Training in leadership and personnel management: Regardless of an officer's area of study, the ability to work effectively with people is a key to personal satisfaction, effective service, and career advancement. Military Science provides constant student leadership assignments that provide hands-on experience in planning, supervising, training, counseling, and decisionmaking.
7. Opportunity for additional training and travel: Cadets can compete for additional military training throughout the United States and overseas. Officers may receive several assignments overseas allowing them to vacation in these countries when they have time off. Low-cost space available travel is possible on military aircraft worldwide.

8. Multiple extracurricular and social activities: The Department of Military Science sponsors the Ranger Challenge Team, Color Guard, Drill Team, and Military Ball.
9. A meaningful contribution to the defense of freedom and democracy of the United States of America.
10. Opportunities to earn an advanced degree with government assistance/expense.
11. Career opportunities in over 23 fields and specialties.
12. Leadership Development Laboratories: A unique feature of the Military Science program is that leadership labs provide valuable hands-on experience that complements class instruction and enhances leadership skills. Army Combat Uniforms (ACUs) are provided and must be worn to labs and classes.

## Required Courses

**Minor:** Students wishing to minor in Military Science must complete the following courses: MSC 101, 102, 201, 202 (or the equivalent), 301, 302, 401, and 402 (total of 18 credit hours with a minimum grade of “C”).

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

### **MSC 101 FUNDAMENTALS OF LEADERSHIP AND MANAGEMENT. (1).**

An introduction to Army ROTC leadership qualities and responsibilities. Emphasis on development of individual skills through committee-taught, performance-oriented leadership development subjects. Instruction is centered around marksmanship, adventure education and self-development techniques. **(Must meet citizenship requirements.)**

### **MSC 102 MILITARY SKILLS. (1).** An introduction to the use of the basic military skill of map reading and land navigation. **(Must meet citizenship requirements.)**

### **MSC 103 RANGER TRAINING. (1).** A course focusing on Army tactics and techniques required in the Ranger Challenge competition. Extensive and intensive physical activity consisting of running, throwing, shooting, rappelling, etc. Prerequisite: Consent of instructor.

### **MSC 106 LEADERSHIP LABORATORY. (1).** Development of tactical skills, military planning, drill and ceremonies, and land navigation. Prerequisite: Concurrent enrollment in MSC 101 or 102.

### **MSC 201 ADVANCED INDIVIDUAL LEADERSHIP SUBJECTS. (2).** An introduction to self-development/human + relations and assertiveness techniques and practical application of these skills in leadership roles. Focus is on development through the application of interpersonal communications techniques, practical work with role play exercises, and learning through involvement. Prerequisite: Consent of instructor.

### **MSC 202 INTRODUCTION TO TACTICS AND OPERATIONS. (2).** A study of the fundamentals of small unit tactics and the application of leadership to changing situations. Prerequisite: Consent of instructor.

- MSC 203\* LEADERSHIP EQUIVALENCY.** (6). Completion of Cadet Initial Entry Training (CIET) or equivalent or Cadet Leader Course (CLC). CIET is a four-week summer field training program designed to evaluate students' abilities to handle themselves and others in new and demanding situations. CLC is designed to build individual confidence through the accomplishment of tough and demanding training. It is designed to build upon the core on-campus instruction by developing and accessing leadership potential. Prerequisite: Consent of instructor.
- MSC 204 LEADERSHIP LAB.** (1). Development of tactical skills, military planning, drill and ceremonies, and land navigation. Prerequisite: Concurrent enrollment in MSC 201 or 202.
- MSC 301 LEADERSHIP AND MANAGEMENT I.** (3). Develops principles and techniques of leadership and management. Course provides an introduction and practical application in first aid, nuclear-biological-chemical (NBC) operations, tactical communication and an introduction to infantry weapons. Prerequisite: MSC 101, 102, 201, 202, or their equivalent and approval of the Professor of Military Science.
- MSC 302 ADVANCED TACTICS.** (3). Development of intermediate techniques of leadership and management, tactical operations exercises, introduction to wire and radio communications, NBC operations, infantry weapons systems and the psychology of leadership. Prerequisite: MSC 101, 102, 201, 202, or their equivalent and approval of the Professor of Military Science.
- MSC 303 LEADERSHIP LABORATORY.** (1). Development of tactical skills, military planning, drill and ceremonies, and land navigation. Prerequisite: Concurrent enrollment in MSC 301 or 302.
- MSC 304 NATIONAL STRATEGIC STUDIES.** (3). International relationships of the United States and its allies and the study of current events as they apply to foreign policy. Prerequisite: Approval of the Professor of Military Science.
- MSC 401 LEADERSHIP AND MANAGEMENT II.** (3). Develop proficiency in leadership and management skills with emphasis on duties and obligations of an officer. Introduces students to basic concepts of military law and develops an understanding of training management. Prerequisite: MSC 301 and 302 or approval of the Professor of Military Science.
- MSC 402 FUNDAMENTALS AND DYNAMICS OF THE MILITARY TEAM.** (3). Develop proficiency in using tactical management skills with emphasis on the role of Army staffs, staff estimates and plans, command and control, decision making, platoon operations, and a practicum with Army ROTC Management Simulation Programs. Prerequisite: MSC 301 and 302 or approval of the Professor of Military Science.
- MSC 403 MILITARY WRITING.** (3). Improves student's ability to prepare effective staff studies, research papers and briefings. Prerequisite: Approval of the Professor of Military Science. **(For BLS purposes, course may be considered CAPSTONE and writing intensive.)**
- MSC 404 LEADERSHIP LABORATORY.** (1). Development of tactical skills, military planning, drill and ceremonies, and land navigation. Prerequisite: Concurrent enrollment in MSC 401 or 402.

**Additional information:**

1. Students enrolled in Military Science may acquire additional adventure training through the ROTC Ranger Program.
2. Leadership laboratory is mandatory for all contracted students enrolled in Military Science courses. The lab includes practical training in leadership, drill and ceremonies, operations and planning, organizing, controlling, coordinating and conducting various military tactical and administrative exercises. The lab is conducted on Thursday afternoons from 3:00-5:00p.m.
3. All advanced course students are required to attend a 30-day leadership practicum course during the summer months between the junior and senior years. This practicum is called "Cadet Leader Course (CLC)" and is usually conducted at Fort Knox, KY. All expenses are paid for by the Army which includes transportation from Lincoln University or home of record to CLC and return, food, housing, and clothing.
4. All contracted students enrolled in ROTC receive a subsistence allowance of \$300-\$500 per month (\$3,000-\$5,000 per year) for freshmen through seniors respectively.
5. Physical training (PT) is required for all contracted cadets.

**Professional Military Education Requirements Necessary for Commissioning.**

In addition to completion of required Military Science courses and the Cadet Leader Course, a student must demonstrate proficiency in Military History by completing one of the following recommended courses: Military History, American History I, American History II, War in American Society, Civil War and Reconstruction, 20th Century Europe, Modern Germany, or Modern United States. Alternate courses with the permission of Professor of Military Science.

# LIBRARY AND INFORMATION SCIENCE

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## **Assistant Professors:**

Blau, Katrina

Lee, Haiying Qian

## **Instructors:**

Cordray, Ethan

Schleer, Mark

## **Mission**

The mission of the Library and Information Science minor is to provide an educational foundation for students in gathering, organizing, and disseminating information. Students will learn how to critically evaluate information, understand the role information plays in an educated society, and use technological tools and applications to advance the education of information users.

## **Objectives**

Students successfully completing a minor in Library and Information science will:

1. develop appropriate technological skills applicable to information access
2. understand the foundation of librarianship and the ethics and integrity involved with collecting and evaluating resources
3. employ the latest trends in the Library and Information Science fields
4. understand current issues in collection development faced in various types of libraries
5. have a general knowledge of current organizational schemes used in libraries;
6. prepare students to conduct research in any academic field
7. prepare for graduate studies in Library and Information Science, or employment

## **Required Courses**

**Minor in Library and Information Sciences:** A minimum of thirteen (13) hours of Library and Information Science specific coursework (LS 101, LS 401, LS 402, LS 403, and LS 404) and five (5) hours of related elective coursework for a total of eighteen (18) hours with a minimum grade of "C." One elective must be chosen from the Technology area.

## **Course Descriptions**

**LS 101 INFORMATION LITERACY.** (1, fa, sp), 16 weeks.. This course introduces learners to information retrieval, evaluation and research skills.

**Prerequisite:** GE 101

**LS 401 INTRODUCTION TO LIBRARIES & INFORMATION.** (3, fa). This course is an introduction to the types of libraries, their organization, services, standards, and technology. It also explains the concept of information in its various forms and prepares students to successfully identify, locate and use information.

- LS 402 INFORMATION SOURCES & SERVICES.** (3 fa). This course introduces print and electronic reference sources, as well as access services such as interlibrary loan, Government documents, abstract indices, encyclopedias, serials, electronic databases, the library's OPAC, and subscription databases.
- LS 403 COLLECTION DEVELOPMENT.** (3, sp). This course examines the theoretical and practical aspects of the selection, evaluation, and management of collections in all types of libraries. It also explores policy making procedures, acquisitions, publishers, intellectual freedom and censorship.
- LS 404 LIBRARY ETHICS.** (3, sp). This course will look broadly at the many arenas in which librarians face ethical choices, how practitioners identify an ethical dilemma, and discuss how to separate personal belief from professional responsibility, and how to make exceptions in a principled way. Prerequisites: ENG 101, ENG 102, PHI 101 and LS401.

### **Elective Courses**

Elective classes permit students and their advisors to tailor the library minor to their interests.

- CS 205 ADVANCED MICROCOMPUTER APPLICATIONS.** (3, LF). Students will receive hands-on skill development in advanced microcomputer operating system commands, electronic spreadsheets, file and database management systems, graphics, and other common application packages. Emphasis will be on interfacing applications. Three hours of combined lecture and laboratory. Prerequisite: CS 105.
- CS 341 COMPUTER GRAPHICS IN BUSINESS.** (3, LF). Identifies the needs and applications for graphics in business, and highlights developments such as laser printers and advanced displays and techniques. Three hours lecture with outside laboratory assignments. Prerequisite: CS 105.
- CS 344 WEB DESIGN.** (3). This course is designed to give the student a working knowledge of HTML and "Dreamweaver" software, as well as webpage and website design techniques. Upon completion of this course, students should understand the navigational structure of a website and be able to design and build easy-to-use informative websites. Prerequisite: CS 105.
- EDU 250 CHILDREN'S LITERATURE.** (2, fa, sp). Materials written for children, techniques for presenting literature to children, and criteria for selecting books for children are emphasized.
- EDU 255 ADOLESCENT LITERATURE.** (2, sp). Introduction to age-appropriate literature for adolescents, and techniques for using literature in middle schools and high school classroom. Students seeking certification as high school English teachers may substitute EDU 416: Reading and Writing in the Middle School.
- EDU 260 EDUCATION AND CULTURAL DIVERSITY.** (3, fa, sp). This course is open to students interested in the connections between the global institution of education and the complex nature of cultural diversity. (Partially fulfills the cultural diversity requirement for General Education.)
- EDU 270 INSTRUCTIONAL TECHNOLOGY.** (3, fa, sp, su). This class is designed to make students proficient in various forms of media technology to include desktop publishing, webpage design, and electronic presentation.



- EDU 376 ADVANCED INSTRUCTIONAL TECHNOLOGY.** (2, fa, sp). Students will review skills acquired in EDU 270-Instructional Technology. During this review, students will develop advanced skills in desktop publishing, using digital video in PowerPoint presentations, and creating websites using Macromedia Dreamweaver. Prerequisite: EDU 270 or permission of instructor.
- EDU 377 SPECIAL TOPICS IN TECHNOLOGY.** (1). Students may work with a faculty member to create a project which includes or uses technology as a major aspect. Prerequisite: EDU 270 and permission of the faculty person who will supervise the project; EDU 376 as a prerequisite or concurrent enrollment is recommended.
- EDU 481 EDUCATIONAL USE OF THE INTERNET.** (3, su). Exploration of the ways the internet can be utilized in classroom settings. Focus will be on ways the internet can provide tools for communication, inquiry, and construction.
- EDU 488 GRANT WRITING TECHNIQUES.** (3, su). The purpose of this hybrid course is to help students acquire essential skills on the background and power of writing grant proposals for discretionary/ competitive competitions.
- HIS 402 ETHNIC HISTORY.** (3). Experiences of various minority groups in the United States; could include Afro-Americans, Mexican-Americans, Puerto Ricans, American Indians and/or German Americans.
- HIS 385 HISTORICAL METHODS.** (3, sp even). Introduction to bibliography, scholarly methods, and the critical evaluation of historical research. This course is designated writing intensive. Prerequisite: 12 hours of history.
- JOU 125 VISUAL COMMUNICATION I.** (3, fa). Introduction to visual communication principles and application, emphasizing photojournalism. Students will create communication material for publication consideration in the *Lincoln University Clarion*. Digital camera and mobile storage required.
- JOU 126 VISUAL COMMUNICATION II.** (3, sp). Advanced visual communication principles and application, emphasizing photojournalism, live news coverage, and digital uploads and presentation. Requires news coverage outside of class, digital camera, and mobile storage. Prerequisite: JOU 125 with a grade of "C" or better.
- LS 409 INDEPENDENT STUDY.** (3, by request). Individual will work with instructor to explore a topic in depth. Prerequisite: Instructor's permission .
- LS 497-498 SPECIAL TOPIC.** (1-3, fa). LIS Special Topics is designed to provide either seminar experience for students or individual research topics. This course may include research intense projects and practical experiences. Prerequisites: ENG 101, 102; GE 101 or as designated by course.
- LS 499 PRACTICUM.** (3). This is an excellent way to gain work experience and explore career options in a wide variety of professional settings. Prerequisites: LS 101, 401, 402, 403, 404.
- SS 451 DATA COLLECTION METHODS.** (3, fa). Research design, methodology, and techniques of data collection. Prerequisite: 9 hours of Social Science. See Sociology listing.

# LIBERAL STUDIES

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## **Mission**

The Bachelor of Liberal Studies (B.L.S.) degree is administered through the College of Arts and Sciences. This degree is specifically designed for the non-traditional student who is already in the workforce but seeking a baccalaureate degree that will provide him/her with the credentials necessary to enhance his/her career. The program offers more flexibility than a traditional degree in that the student can develop his/her own program around two or more emphasis areas that will help meet his/her professional goals. This degree does not require or lead to a major in a subject field. However, through a strong academic foundation in general education and specific knowledge in selected disciplines, the BLS graduate will perform more effectively in his/her profession and become more proficient in specific job-related skills areas.

## **Degree Offered**

Bachelor of Liberal Studies

## **Objectives**

1. Students completing the Bachelor of Liberal Studies degree program will be satisfied with their individualized programs of study.
2. Graduates of the Bachelor of Liberal Studies degree program will find opportunities for career and professional advancement as a result of their degrees.
3. Graduates of the Bachelor of Liberal Studies degree program will demonstrate comparable general education skills as all other Lincoln University majors.
4. Graduates of the Bachelor of Liberal Studies degree program will demonstrate proficiency in their chosen emphasis areas.

## **Assessment Program**

Unlike other degree programs, the B.L.S. degree does not have a common core curriculum for all students. Each student designs a unique academic experience built upon a general education foundation. Consequently, surveys, in addition to the General Education Test (GET) and capstone experiences required of all students, are utilized to determine if the program objectives have been met. A program satisfaction survey is administered to all prospective graduates of the program. An alumni survey is also sent to all graduates to determine if they have experienced opportunities for career and professional advancement as a result of their degrees.

## **Admission Requirements**

1. The student must be admitted to the University.
2. The student must submit an application and be formally approved for admission into the B.L.S. Program administered by the College of Arts and Sciences.
3. The student must be 21 years of age or older at the time of application for admission.
4. The student must be admitted to the program at least one semester prior to the semester of graduation.

5. The transfer student must have a "C" average or better in previous college work; a student with less than a "C" average who has been out of school for ten years or more may be admitted on a conditional basis.
6. A person who has already earned a bachelor's degree is not eligible to enroll in the BLS program.

A student admitted into the Liberal Studies Program will not be required to take the ACT or placement tests. However, placement tests will be available for all students as part of the advising process.

### Degree Requirements

1. The student must earn a total of 120 semester hours of academic credit.
2. The student must successfully complete a minimum of 40 hours of upper division coursework (numbered 300 and above), of which 18 hours must be in the emphasis areas, with no less than 6 hours in any one emphasis area.
3. The student must earn a minimum of a 2.00 cumulative grade point average.
4. The student must successfully complete (with a grade of "C" or better in each course) a total of at least 36 hours in two or three areas of emphasis designed to meet the student's educational goals. No fewer than 12 credit hours may be completed in any one selected area of emphasis.
5. At least 30 upper-division hours of coursework must be earned in residence.
6. The student must complete a capstone experience and at least one writing intensive course in an emphasis area.

### Program Restriction

No more than 30 hours of credit may be earned in any one emphasis area without written permission from the student's advisor. Hours taken beyond the 30 credits in a discipline will be recognized as elective hours.

### General Education Requirements for the B.L.S. Degree

Area 1	English Proficiency	3 hours
Area 2	Missouri State Law Requirement	3 hours
Area 3	Mathematics Proficiency	3 hours
Area 4	Writing Proficiency	3 hours
Area 5	Humanities	9 hours
Area 6	Science/Mathematics	7-9 hours
Area 7	Social Science	9 hours
Area 8	American Cultural Diversity	3 hours

## Emphasis Area Requirements for the B.L.S. Degree

Emphasis Area One (must include at least 6 hours upper division)	12 hours minimum
Emphasis Area Two (must include at least 6 hours upper division)	12 hours minimum
Emphasis Area Three (optional) (must include at least 6 hours upper division)	12 hours minimum
<b>Total</b> (must include at least 18 hours total upper division)	<b>36 hours minimum</b>

**NOTE:** If a student chooses only two different emphasis areas, the two areas together must still total a minimum of 36 hours (including at least 18 hours of upper division credit). In addition, a designated writing intensive course (WI) must be completed in one of the selected emphasis areas.

## Credit for Experiential Learning

A student may receive credit for prior learning experiences as outlined below:

1. A student may petition for credit upon admission to the Liberal Studies Program. The Liberal Studies Committee will complete an evaluation within 90 days of receipt of a student's application. Credit will not be officially posted to a student's transcript until the student has completed 24 hours of satisfactory coursework in residence at Lincoln University. Credit hours for experiential learning may be accrued based upon experience gained prior to and/or during a student's enrollment at Lincoln University.
2. Applications for experiential learning credit must be submitted by the end of the semester preceding the semester of graduation to allow sufficient time for approval of the application, posting of credits, and revisions to the application, if needed. No applications for experiential learning credit will be accepted during the semester of graduation.
3. No more than 12 hours of credit may be granted for experiential learning.
4. Credit earned for experiential learning may not exceed 3 hours for each year of full-time work experience.
5. Credit earned for experiential learning will count as lower division elective credit.
6. A student's petition must include work experience verified by his/her supervisor or similar appropriate evidence and verification.
7. The student's petition must be approved by the faculty advisor and the Liberal Studies Committee.

## Credit for Community Service

A student may receive credit for community service as outlined below:

1. A student may earn up to 6 hours of credit for participation in a community service project or cultural activity, with prior approval of the appropriate faculty advisor and the Liberal Studies Committee.
2. Credit earned for community service may not exceed one credit hour for each 30 hours of verified service.
3. Credit earned for community service will count as lower division elective credit.

# SCHOOL OF BUSINESS

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Eric Burgess, Ph.D., Dean  
101 Stamper Hall  
(573) 681-5487

## Faculty

Ogugua Anunoby, Professor of Business and Finance  
Felix Edoho, Professor of Business Administration  
Marilyn Headrick, Professor of Accounting  
Roberto Ike, Professor of Business Administration

David Bouras, Associate Professor of Business Administration  
Manzoor Chowdhury, Associate Professor of Business Administration  
Linda Duke, Associate Professor of Marketing  
Troy Frank, Associate Professor of Business Administration  
James Logan, Associate Professor of Marketing

Janet Melloway, Assistant Professor of Business Education  
Debbie Rankin, Assistant Professor of Accounting  
Tyrone Westergaard, Assistant Professor of Business Administration

Andria Hendricks, Instructor of Business Administration

## Degrees Offered

Bachelor of Science in

- Accounting
- Business Administration
- Marketing
- Public Administration

Bachelor of Science in Education

- Business

## Minor

Accounting  
Business Administration  
Marketing  
Public Administration

## Objectives

The business program offerings are designed to develop an individual who:

- Understands the basic principles underlying business positions domestically and internationally;
- Demonstrates understanding of how the various individuals within a business or governmental unit contribute to the overall betterment of their organization;
- Demonstrates through performance and application the principles of effective communication skills;
- Demonstrates understanding of the ethics, status, organization and ideals of professionally trained individuals;
- Demonstrates poise and confidence basic to good leadership, cooperation and a professional attitude in keeping with the chosen area of work;
- Demonstrates familiarity with sources of available material for enriching the various business, educational, personal and social experience of individuals;
- Demonstrates a wholesome attitude toward continuation of professional improvement;
- Demonstrates skill in the use of new technology in business applications.

### General Education Requirements:

ECO 201 is required for Area 5D (Social Behavior Sciences); PHI 304 is required for Area 6 (Humanities and Fine Arts); and BAD 215 is required for Area 8 (International Cultural Diversity) with a minimum grade of “C” for all baccalaureate programs in the School of Business..

### Core Requirements:

Each program area will include a set of core courses, in addition to those required for the major, which provides for a comprehensive understanding of the field of business. These courses are listed as core requirements in each program area.

### Duplicate Credit:

Required or other courses used as electives for a major may not be used as electives for a second major or for a minor.

## Business School Computer Skills Requirement

Students majoring in programs of the School of Business will develop hands-on skills in the use of word processing, electronic spreadsheets and database systems as they relate to accounting and other business-related operations.

All majors will be required to take BED 208 or CS 105 or demonstrate a comparable skill level through a proficiency examination. This requirement must be met prior to completing the first 60 hours of work or within the first semester of transferring to Lincoln University, whichever is applicable.

# ACCOUNTING

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**Professor:**

Headrick, Marilyn

**Assistant Professor:**

Rankin, Debbie

## Mission

The Accounting program offered by the Department of Business prepares graduates for entry into all fields of accounting, including public accounting, government, industry, not-for-profit institutions, and private practice. This program provides a solid foundation in accounting concepts, practices, and specialized training in technical aspects of accounting combined with a broad background in business, which will enable graduates to succeed in their chosen careers.

## Degree Offered

Bachelor of Science in Accounting

## Objectives

All students completing the B.S. in Accounting will:

1. Have an understanding of the concepts and theory underlying generally accepted accounting principles;
2. Have the technical, problem-solving, critical thinking, and computer skills necessary to perform successfully in government, industry, education, tax, auditing, or consulting;
3. Be able to successfully demonstrate the application and integration of core competencies;
4. Compare favorably in knowledge and core competencies with students completing a similar program nationally;
5. Possess the necessary knowledge to pass the Uniform Certified Public Accountant examination or other professional certification examinations;
6. Successfully demonstrate the ability to communicate effectively through the written media.

## Assessment Program

Assessment measures enable Accounting faculty to determine whether students have adequately satisfied program objectives. Through use of case studies and unstructured problems in performance-based courses, students can periodically review their performance and evaluate their progress. Primary emphasis will be placed on the major field assessment test in business. This assessment test is to be taken by students in their first and last semester. Test results will be included as part of the capstone course grade. Other assessment measures include information obtained from internal exit interviews.

## Computer Skills Requirement

Students majoring in programs of the Department of Business will develop hands-on skills in the use of word processing, electronic spreadsheets and database systems as they pertain to accounting and other business-related operations.

All majors will be required to take BED 208 or demonstrate a comparable skill level through a proficiency examination. This requirement must be met prior to completing the

first 60 hours of work or within the first semester of transferring to Lincoln University, whichever is applicable.



## Required Courses

**Major:** B.S. in Accounting

**General Education Requirements:** MAT 112, 113, 121 or 123 is required for Area 2 (Mathematics Skills), ECO 201 is required for Area 5D (Social and Behavioral Science), PHI 304 is required for Area 6 (Humanities and Fine Arts), and BAD 215 is required for Area 8 (International Cultural Diversity) with a minimum grade of “C” for all baccalaureate programs in the Department of Business.

**Core Requirements:** A minimum grade of “C” in ACC 246-247; BAD 200, 275, 310, 350, 376; BED 208, 312; ECO 202; MKT 321.

**Major Requirements:** A minimum grade of “C” in ACC 342, 343, 345, 346, 347, 348, 441, 446, 448, 449; BAD 101, 490.

**Minor:** 18 hours in Accounting with a minimum grade of “C” including ACC 246-247 and 346-347.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**ACC 246 PRINCIPLES OF ACCOUNTING I.** (3, fa, sp, su). Fundamental principles of financial accounting as applied to sole proprietorships and partnerships. Prerequisite: a minimum grade of “C” in MAT 111 or higher.

**ACC 247 PRINCIPLES OF ACCOUNTING II.** (3, fa, sp, su). Continued study of financial accounting principles as applied to corporations. Introduction to cost/managerial accounting. Prerequisite: ACC 246.

**ACC 340 ACCOUNTING FOR MANAGERS.** (3). This course is designed for non-accounting majors as an accounting elective. Case studies of realistic business situations may be used to provide future managers with a better understanding of how accounting information is used in management decision-making. Prerequisite: ACC 247.

**ACC 342 COST MANAGEMENT I.** (3, fa). Accounting procedures and policies designed to study cost accumulation procedures and alternative costing methods. Prerequisite: ACC 247; BED 208 or CS 105.

**ACC 343 COST MANAGEMENT II.** (3, sp). Uses of financial and cost accounting data by management for planning, decision-making, and control. Emphasis is given to qualitative, quantitative, and statistical analysis. Prerequisite: ACC 342; BED 208 or CS 105.

**ACC 345 INDIVIDUAL INCOME TAX.** (3, fa, sp). Principles and problems related to federal income taxation of individuals; preparation of appropriate forms and schedules. Prerequisite: ACC 247.

**ACC 346 INTERMEDIATE ACCOUNTING I.** (3, fa). A more intensive study of accounting principles and theory with emphasis on analysis and valuation of current assets. Prerequisite: ACC 247; BED 208 or CS 105.

**ACC 347 INTERMEDIATE ACCOUNTING II.** (3, sp). A more intensive study of problems concerning the analysis and valuation of noncurrent assets, current and noncurrent liabilities, and stockholders equity. Prerequisite: ACC 346; BED 208 or CS 105.

- ACC 348 COMPUTERIZED ACCOUNTING.** (3, fa). An introduction to commercial accounting software, database software, and spreadsheet software that enable the students to keep accounting records and produce financial reports for most small to medium-sized business. Prerequisites: ACC 246; BED 208.
- ACC 390/391 DIRECTED TUTORING.** (3). Supervised tutoring of Principles of Accounting students. Prerequisites: ACC 246, 247, 346, and 347, with a grade of “B” or better; permission of the instructor.
- ACC 407 ACCOUNTING INTERNSHIP.** (3). Supervised practical instruction in a public or private organization along with an academic component monitored by faculty. Prerequisite: Permission of the instructor.
- ACC 441 GOVERNMENTAL ACCOUNTING.** (3, fa). Principles and practices related to government and not-for-profit units; utilizes fund accounting and budgetary controls. Prerequisite: ACC 247.
- ACC 445 CORPORATE INCOME TAX.** (3, sp). A study of federal taxation laws as applied to businesses, with an emphasis on corporations, including S corporations. Prerequisite: ACC 345.
- ACC 446 INTERMEDIATE ACCOUNTING III.** (3, fa). Continued study of financial accounting topics, including pensions, leases, Statement of Cash Flows, accounting changes and errors, and partnerships. Prerequisite: ACC 347; BED 208 or CS 105.
- ACC 447 ADVANCED FINANCIAL ACCOUNTING.** (3, sp). An advanced financial accounting course that examines consolidated financial accounting and reporting for corporate entities. Also includes an introduction to international accounting, including foreign currency transactions and the translation of foreign currency financial statements. Prerequisite: ACC 347.
- ACC 448 ACCOUNTING INFORMATION SYSTEMS.** (3, sp). An integrated study of information systems for accounting with an emphasis on managerial decision-making, internal controls, organization structure, accounting models, database design and development, and manual and computerized information systems. Prerequisites: ACC 342 and ACC 346.
- ACC 449 AUDITING.** (3, sp). Analysis and application of the theory and techniques of auditing principles and procedures. Prerequisite: ACC 347 or concurrent enrollment.
- ACC 495/497 SPECIAL TOPICS IN ACCOUNTING.** (1-3). Selected topics in Accounting dealing with subjects of professional interest. Topic to be listed in course schedule. May enroll again as topic changes.

#### **NOTES:**

1. Students planning to sit for the CPA exam should also take ACC 445 (if not pursuing the Lincoln University MBA program with an Accounting Emphasis), and BAD412.
2. The Missouri State Board of Accountancy now requires a minimum of 150 hours to sit for the Certified Public Accountant exam. Refer to the Lincoln University Graduate Bulletin for information about the Master of Business Administration program with an emphasis in Accounting, or consult with an advisor to determine other options available to fulfill this requirement.
3. Other professional accounting certifications are available that do not require additional hours beyond completion of a B.S. degree to sit for the applicable exam: the Certified Management Accountant and the Certified Internal Auditor.

**Degree Pathway  
Leading to a Bachelor of Science  
in Accounting**

<b>First Semester</b>		<b>Hrs</b>	<b>Second Semester</b>		<b>Hrs</b>
GE 101	University Seminar	1	PED 1XX	P.E. Activity	1
ENG 101	Comp. and Rhet. I	3	ENG 102	Comp. and Rhet. II	3
BED 208 or CS 105	Integrated Computer Applications	3	PSY 101	General Psychology	3
MAT 112	Applied Algebra	3	BAD 250	Personal Finance	3
BAD 101	Introduction to Business	3	PED 111	Personal and Community Health	2
BIO 103	Principles of Biology	3	ENV 103/104	Environmental Science w/Lab	4
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Third Semester</b>		<b>Hrs</b>	<b>Fourth Semester</b>		<b>Hrs</b>
HIS 205 or PSC 203	U.S. History I or American Nat'l Gov't	3	HIS 102	World Civ. II	3
ECO 201	Macroeconomics	3	ECO 202	Microeconomics	3
ACC 246	Principles of Accounting I	3	ACC 247	Principles of Accounting II	3
BAD 215	Global Business	3	BAD 200 or MAT 117	Business Statistics I or Elem. Statistics	3
SPT 206	Fundamental of Speech	3	BAD 275	Business Law I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Fifth Semester</b>		<b>Hrs</b>	<b>Sixth Semester</b>		<b>Hrs</b>
BAD 310	Principles of Management	3	BED 312	Business Communications	3
MKT 321	Principles of Marketing	3	ACC 348	Computerized Accounting	3
BAD 376	Business Statistics II	3	BAD 350	Fund. of Financial Mgt.	3
ACC 346	Intermediate Accounting I	3	ACC 347	Intermediate Accounting II	3
ART, MUS, SPT or	Art, music, theater appreciation or literature	3	SA 200	American Diversity or other diversity option	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Seventh Semester</b>		<b>Hrs</b>	<b>Eighth Semester</b>		<b>Hrs</b>
PHI 304	Business Ethics	3	BAD 490	Business Policy	3
ACC 446	Intermediate Accounting III	3	ACC 345	Individual Income Tax	3
ACC 342	Cost Management I	3	ACC 343	Cost Management II	3
ACC 448	Accounting Info. Systems	3	ACC 449	Auditing	3
	Free Elective	2	ACC 441	Governmental Accounting	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -121**

**Notes:** A minimum of 120 hours plus 1 hour of Physical Education activity is required for graduation with a B.S. degree in Accounting.

Students must take the following to fulfill general education requirements: MAT 112, 113, 121, or 123 (Area 2), ECO 201 (Area 5D), PHI 304 (Area 6), and BAD 215 (Area 8).

Students should consult the *Undergraduate Bulletin* for courses that will fulfill the general education requirements in Area 2, Area 4, Area 5A, Area 5B, Area 6 and Area 9, or consult with an advisor.

# BUSINESS ADMINISTRATION

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## **Professors:**

Anunoby, Ogugua

Edoho, Felix

Ike, Roberto

## **Associate Professors:**

Bouras, David

Chowdhury, Manzoor

Frank, Frank

## **Assistant Professors:**

Westergaard, Tyrone

## **Instructor:**

Hendricks, Andria

## **Mission**

The Business Administration program offered by the Department of Business prepares graduates for entry into domestic or international business positions, including industry, government, and private entrepreneurship. The program exposes the graduates to a broad range of principles, theories, models, experiences, and ethics of business organization, which will enable graduates to succeed in their chosen careers.

## **Degree Offered**

Bachelor of Science in Business Administration

## **Objectives**

All students completing the B.S. in Business Administration will:

1. Have an understanding of the concepts and theories underlying the operation and management of domestic or international businesses;
2. Have the technical, problem-solving, critical thinking, and computer skills necessary to perform successfully in industry, government, or private entrepreneurship;
3. Be able to successfully demonstrate the application of core competencies;
4. compare favorable in knowledge and core competencies with students completing a similar program nationally;
5. Possess the necessary knowledge to pass the Major Field Assessment Test in Business;
6. Successfully demonstrate the ability to communicate effectively orally and in writing.

## **Assessment Program**

Assessment measures enable Business Administration faculty to determine whether students have adequately satisfied program objectives. Through use of case studies and unstructured problems in performance-based courses, students can periodically review their performance and evaluate their progress. Primary emphasis will be placed on the major field assessment test in business. This assessment test is to be taken by students in their first and last semester. Test results will be included as part of the capstone course grade. Other assessment measures include information obtained from internal exit

interviews.

## Computer Skills Requirement

Students majoring in programs of the Department of Business will develop hands-on skills in the use of word processing, electronic spreadsheets and data base systems as they pertain to accounting and other business-related operations.

All majors will be required to take BED 208 or demonstrate a comparable skill level through a proficiency examination. This requirement must be met prior to completing the first 60 hours of work or within the first semester of transferring to Lincoln University, whichever is applicable.

## Required Courses

**General Education Requirements:** A minimum grade of “C” is required in ECO 201 for Area 5D (Social and Behavioral Science) MAT 112 or 113 (Area 2), PHI 304 for Area 6 (Humanities and Fine Arts) and BAD 215 for Area 8 (International Cultural Diversity) for all baccalaureate programs in the Department of Business.

**Core Requirements:** A minimum grade of “C” in ACC 246-247; BAD 200, 275, 310, 350, 376; BED 208, 312; ECO 202; MKT 321.

**Major Requirements:** A minimum grade of “C” in BAD 101, 250, 338, 451, 465, 475, 487, 490; ECO 305; 12 hours BAD electives.

**Minor:** 21 hours in Business Administration courses with a minimum grade of “C” including BAD 275, 310, 338, 350, 465; and 6 hours BAD electives.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**BAD 101 INTRODUCTION TO BUSINESS.** (3, fa, sp, su). Introductory course intended to provide an overview of business, and provide students with an understanding of business principles, processes, practices and strategies.

**BAD 200 BUSINESS STATISTICS I.** (3, fa, sp, su). This course covers basic statistical analysis with a strong emphasis on business applications, managerial decision making and computer application. Prerequisite: MAT 112 or higher.

**BAD 215 INTRODUCTION TO GLOBAL BUSINESS.** (3,fa, sp, su). Introduces students to an integrated framework for understanding global business and the cultural, political, and economic environments within which it operates. Prerequisite: Sophomore Standing.

**BAD 250 PERSONAL FINANCE.** (3, fa, sp, su). Factors affecting financial management and investment decisions of the individual.

**BAD 275 BUSINESS LAW I.** (3, fa, sp, su). Introduction to basic principles of business law including torts, crimes, contract law, product liability, consumer protection, and labor law. Also covered are sales, warranties, and an introduction to the Uniform Commercial Code. Prerequisite Sophomore Standing.

**BAD 310 PRINCIPLES OF MANAGEMENT.** (3, fa, sp, su). Introduction to the basic functions of management; historical development of the principles of management with emphasis on tools used in managerial decisions. This course is designated writing intensive. Prerequisites: BAD 101 and ENG 102.

- BAD 335 PRINCIPLES OF RISK MANAGEMENT.** (3,sp). Underlying principles of insurance; the nature and uses of various forms of insurance contracts; types of insurance careers. Prerequisites: ECO 202, MAT 112 or higher, or permission of the instructor.
- BAD 336 REAL ESTATE FUNDAMENTALS.** (3,). Basic principles of the real estate business. Prerequisite: ECO 202 or permission of the instructor.
- BAD 338 HUMAN RESOURCE MANAGEMENT.** (3, fa, sp). Recruitment, selection, and placement of personnel; employee training programs and promotion; wage and salary administration; and employee benefit plans. Prerequisite: BAD 310.
- BAD 350 FUNDAMENTALS OF FINANCIAL MANAGEMENT.** (3, fa, sp). Debt and equity instruments for financing capital requirements of business, including planning and analysis of financial problems. Prerequisites: ACC 247, BAD 200 and ECO 202.
- BAD 376 BUSINESS STATISTICS II.** (3, fa, sp, su). Inference and testing statistical hypotheses; applications of correlation and regression analysis, analysis of variance; non-parametric statistics; decision theory; and business forecasting. Prerequisite: BAD 200.
- BAD 385 DISCRIMINATION IN EMPLOYMENT.** (3,). Individual and minority rights in industry, unions, urban centers and politics; public policies to eliminate discrimination in opportunities and employment. Prerequisite: BAD 338.
- BAD 405 GOVERNMENT AND BUSINESS.** (3, sp). Role of government in regulating the business sector, its market structure, conduct and performance. Regulatory laws such as antitrust laws and their implications are emphasized. Prerequisite: ECO 202.
- BAD 407 BUSINESS INTERNSHIP.** (3, fa, sp, su). Supervised practical instruction in a public or private organization along with an academic component monitored by faculty. Prerequisite: Senior standing or permission of instructor.
- BAD 412 BUSINESS LAW II.** (3, fa, sp). Concepts of business law including commercial paper, secured transactions, creditors' rights and bankruptcy, agency and employment, landlord-tenant relationships, personal property and bailments. Applications under the Uniform Commercial Code are emphasized. Prerequisite: BAD 275.
- BAD 441 INVESTMENTS.** (3,). Various types of investment vehicles will be surveyed. Major emphasis will be on basic principles of investment, the construction of an investment portfolio, security analysis, sources and uses of information and the mechanism for investment. Prerequisite: BAD 350 or permission of instructor.
- BAD 451 ORGANIZATIONAL THEORY AND BEHAVIOR.** (3, fa, sp, su). Study of various organizational structures, models, and supporting theory; organizations as complex systems; organizational behavior, individual and group dynamics in business environments; organizational development and change. Prerequisite: BAD 310.
- BAD 460 COMPENSATION MANAGEMENT.** (3,). A study of the policies and procedures in relation to wage levels and structures. Study of the instruments employed in wage and salary decision making. Prerequisite: BAD 338.

- BAD 465 OPERATIONS MANAGEMENT.** (3, fa, sp). The organization and management of manufacturing enterprises. Topics surveyed include production planning, plant layout, material handling, production and inventory control, statistical quality control, wage incentives. Co-requisites: BAD 310 and BAD 376.
- BAD 475 CAREER PREPAREDNESS SEMINAR,** (3, fa, sp). Concepts will include practical skills for choosing a career, obtaining employment, and enhancing potential for career success and providing a broad set of tool to more effectively manage a career.
- BAD 487 SMALL BUSINESS MANAGEMENT.** (3, fa, sp, su). The techniques and strategies for managerial decisions in a small business. Consideration is given to the role of small business in the free enterprise system. Prerequisites: ACC 247, BAD 310 and MKT 321.
- BAD 490 BUSINESS POLICY.** (3, fa, sp). Capstone course that integrates knowledge in the field of business management. Prerequisite: Graduating Senior standing. (last semester).
- BAD 495/497SPECIAL TOPICS IN BUSINESS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes.



**Degree Pathway  
Leading to a Bachelor of Science  
in Business Administration**

<b>Freshman First Semester</b>		<b>Hrs</b>	<b>Freshman Second Semester</b>		<b>Hrs</b>
GE 101	University Seminar	1	PED 1XX	P.E. Activity	1
ENG 101	Comp. and Rhet. I	3	ENG 102	Comp. and Rhet. II	3
BED 208 or CS 105	Integrated Computer Applications	3	PSY 101	General Psychology	3
MAT 112	Applied Algebra	3	BAD 250	Personal Finance	3
BAD 101	Introduction to Business	3	PED 111	Personal and Community Health	2
BIO 103	Principles of Biology	3	ENV 103/104	Environmental Science w/Lab	4
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Sophomore Third Semester</b>		<b>Hrs</b>	<b>Sophomore Fourth Semester</b>		<b>Hrs</b>
HIS 205 or PSC 203	U.S. History I or American Nat'l Gov't	3	HIS 102	World Civ. II	3
ECO 201	Macroeconomics	3	ECO 202	Microeconomics	3
ACC 246	Principles of Accounting I	3	ACC 247	Principles of Accounting II	3
BAD 215	Global Business	3	BAD 200 or MAT 117	Business Statistics I or Elem. Statistics	3
SPT 206	Fundamental of Speech	3	BAD 275	Business Law I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Junior Fifth Semester</b>		<b>Hrs</b>	<b>Junior Sixth Semester</b>		<b>Hrs</b>
BAD 310	Principles of Management	3	BED 312	Business Communications	3
MKT 321	Principles of Marketing	3	BAD 338	Human Resource Mgt.	3
BAD 376	Business Statistics II	3	BAD 350	Fund. of Financial Mgt.	3
ECO 305	Money, Credit and Banking	3		Business Elective	3
ART, MUS, SPT or ENG	Art, music, theater appreciation or literature	3	SA 200	American Diversity or other diversity option	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Senior Seventh Semester</b>		<b>Hrs</b>	<b>Senior Eighth Semester</b>		<b>Hrs</b>
PHI 304	Business Ethics	3	BAD 490	Business Policy	3
BAD 451	Organizational Behavior	3	BAD 465	Operations Management	3
BAD 487	Small Bus. Management	3	BAD 475	Career Preparedness Seminar	3
	Business Elective	3		Business Elective	3
	Free Elective	2		Business Elective	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>

**Total Required Hours -121**

# BUSINESS EDUCATION

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**Assistant Professor:**

Melloway, Janet

## **Mission**

The organizing themes that structure teacher education at Lincoln University are enduring understanding, engaging pedagogy, and evolving worldview. The mission for the degree in Business Education is to prepare individuals to be effective, caring, and competent classroom teachers in the area of secondary (9-12) business education.

## **Degree Offered**

Bachelor of Science in Business Education

## **Certification Requirements**

Certification requirements with the Department of Elementary and Secondary Education state that the candidate for Career Business Education Certification must show documentation of

1. the course “Implementing (Vocational) Business Education Programs” which must appear on the student’s transcript, and
2. occupational work experience (minimum of 2,000 hours) which must be documented by Lincoln University.

## **Objectives**

Students completing a BS degree in Business Education will:

1. Compare favorably in knowledge of business education with students completing a similar program nationally;
2. Perform successfully as a pre-service teacher in grades 9-12;
3. Demonstrate skillful application and integration of instructional technology into lesson plans;
4. Perform successfully as an in-service teacher in grades 9-12.

## **Assessment Program**

The students in the education degree program have several checkpoints throughout their program that measure successful programs. Aside from the measurements taken in the discipline courses, students are evaluated according to the student teaching evaluation procedures, a professional portfolio, and the major Praxis II exam given prior to completion of the degree. Technology assessment is evaluated according to the Instructional Technology Demonstration Checklist, and business education rubrics utilized in performance based courses.

## **Other Assessment Measures**

1. Industry certification exams such as (MOUS) Microsoft Office User Specialist (optional)
2. Clinical experience
3. Follow-up surveys

## Computer Skills Requirement

Students majoring in programs of the Department of Business will develop hands-on skills in the use of word processing, electronic spreadsheets and database systems as they relate to accounting and other business-related operations.

## Required Courses

**General Education Requirements:** A grade of “C” or better in MAT 112 or 113. ECO 201 is required for Area 5D (Social and Behavioral Science); PHI 304 is required for Area 6 (Humanities and Fine Arts), and BAD 215 is required for Area 8 (International Cultural Diversity); with a minimum grade of “C” for all baccalaureate programs in the Department of Business.

**Core Requirements:** A minimum grade of “C” in ACC 246 and 247; BAD 101, 275 and 310; and MKT 321.

**Major Requirements:** A minimum grade of “C” in BED 208, 312, 420 and 495. Student should consult with the head of the Department of Education regarding courses in education or an appropriate academic advisor.

The program for teachers of business subjects leads to the degree of Bachelor of Science in Education with a major in Business Education. This curriculum prepares graduates to teach business subjects with certification for grades 9–12.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester or year.

**BED 208 INTEGRATED COMPUTER APPLICATIONS.** (3, fa). Integrated applications of keyboarding functions including word processing, database, spreadsheets, presentation graphics, and other applications pertinent to business. Prerequisite: Ability to touch type.

**BED 308 BUSINESS TECHNOLOGY APPLICATIONS.** (3, sp). Advanced business applications utilizing computer technology to process and manage business information electronically. Prerequisite: BED 208 or permission of instructor.

**BED 312 BUSINESS COMMUNICATIONS.** (3, fa, sp). Application of oral and written business communications, involving competency in effective letter writing, preparation of business reports, oral presentations, and employment related communication topics. Prerequisites: ENG 101 and 102, and SPT 206.

**BED 407 DIRECTED OFFICE INTERNSHIP.** (3, fa, sp, su). Supervised work experience allowing the student to apply business skills in an office environment. Students are also able to learn on-the-job procedures and explore career possibilities.

**BED 420 IMPLEMENTING (VOC) BUSINESS EDUCATION PROGRAMS.** (3, su). This course includes a study of teaching techniques and devices, organization and development of curriculum, testing and measurements, funding, special populations, integrating academics, business/education partnerships, and multicultural activities. Special emphasis is given to innovations, systems and developments in business and education. Prerequisites: Senior standing or degree in Business Education.

**BED 495/497SPECIAL TOPICS.** (1-3). Topic to be listed in course schedule. May enroll again as topic changes.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
Business Emphasis**

<b>Freshman First Semester</b>		<b>Hrs</b>	<b>Freshmen Second Semester</b>		<b>Hrs</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
ENG 101	Comp. and Rhet. I	3	BIO 103	Prin. of Biology	3
MAT 112/ 113	Applied or College Algebra	3	HIS 206	U.S. History II	3
PED 111	Personal & Comm. Health	2	PSC 203	Am. Nat'l Government	3
PSY 101	Gen. Psychology	3	BED 208	Integrated Comp. App.	3
BAD 101	Intro. to Business	3	BAD 275	Business Law I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>

<b>Sophomore Third Semester</b>		<b>Hrs</b>	<b>Sophomore Fourth Semester</b>		<b>Hrs</b>
SPT 206	Fund. of Speech	3	EDU 202	Obs. in Education	1
ENV 103	Environ. Science	3	EDU 204	Educ. Psychology	3
ENV 104L	Environ. Science Lab	1	SE 221	Ed. of the Except. Child	2
HIS 101	World Civilization I	3	ECO 202	Microeconomics	3
BAD 310	Prin. of Management	3	SA 200	American Diversity or other diversity options	3
ECO 201	Macroeconomics	3	EDU 251	Prof Educator Legal Ethical Issues	1
PED-1XX	P.E. Activity	1	EDU 260	Educ. & Cultural Diversity	3
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>18</b>

<b>Junior Fifth Semester</b>		<b>Hrs</b>	<b>Junior Sixth Semester</b>		<b>Hrs</b>
EDU 317	Differentiated Instruction	3	EDU 316	Techniques of Teaching	3
EDU 270	Instructional Technology	3	EDU 420	Tchg. Rdg. in Content Area	3
EDU 322	Adol. Development	2	ACC 247	Prin. of Accounting II	3
PHI 304	Business Ethics	3	BED 312	Business Communications	3
ACC 246	Prin. of Accounting I	3	MKT	Prin. of Marketing	3
ART, MUS, SPT or ENG	Art, music, theater appreciation or literature	3	EDU 325	Assess & Data Driven	
<b>TOTAL</b>		<b>17</b>	<b>TOTAL:</b>		<b>15</b>

<b>Senior Seventh Semester</b>		<b>Hrs</b>	<b>Senior Eighth Semester</b>		<b>Hrs</b>
EDU 304	Practicum in Sec. Ed	2	EDU 474	Student Tchg. Grades 9-12	10
EDU 417B	M/M/O: Tchg. Business	3	EDU 475	Seminar in Student Teaching	2
EDU 435	Classroom Mgmt.	3			
BED 420	Implementing Bus Ed Programs	3			
BED 495	Coord. of Coop. Ed	3			
EDU 376	Adv. Instructional Technology	3			
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -126**

# ECONOMICS

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## Course Descriptions

Listed courses may not be taught every semester of every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**ECO 201 MACRO ECONOMICS.** (3, fa, sp, su). Measuring and explaining overall economic performance, money, interest rates, fiscal policy and monetary policy as an analytical core. The application of this core to a variety of current economic problems such as inflation and unemployment. Prerequisite: Sophomore standing.

**ECO 202 MICRO ECONOMICS.** (3, fa, sp, su). Theory of consumer demand, theory of production costs, optimal output and pricing determination under conditions of competition and monopoly; allocation and pricing of resources. Prerequisite: Sophomore standing.

**ECO 305 MONEY, CREDIT AND BANKING.** (3). Money and American banking system. Emphasis is placed on the role of money and interest rates and their impact on the U.S. economy. Analytical treatment of the Federal Reserve System and the banking industry. Prerequisite: ECO 201.

**ECO 310 ECONOMIC DEVELOPMENT.** (3). Problems of economic development of less developed countries. Analysis of public policy designed to promote economic development. Prerequisite: ECO 201-202.

**ECO 399 INDEPENDENT RESEARCH ON CURRENT ECONOMIC PROBLEMS.** (1-3). Students who have attained a grade of "B" or better in at least 15 hours of economics may pursue independent studies on a topic of their choice, subject to advisor approval.

**ECO 410 LABOR ECONOMICS.** (3). The determination of employment and wages in the U.S. economy. Topics include the demand and supply of labor, models of discrimination, economic problems of the wage earner in modern society, structure, policies, and problems of labor organizations. Prerequisite: ECO 202.

**ECO 414 MACROECONOMIC ANALYSIS.** (3). Theory of income, employment and price level determination. Theories of consumption, investment, money and portfolio balance. Fiscal and monetary policy to stabilize economic activity. Prerequisite: ECO 201.

**ECO 415 MANAGERIAL ECONOMICS.** (3). A study of microeconomic analysis and its application to business decision making, optimal output and pricing under various structures, consumer demand, production costs and strategic pricing. Optimal allocation of resources. Prerequisites: ECO 202; senior standing.

**ECO 420 INTERNATIONAL ECONOMICS.** (3). Survey of international economics. Basis for and effects of international trade, commercial policy and effects of trade restrictions, balance of payments and exchange rate determination, international monetary systems, gold standard, fixed rate and flexible rate systems. Prerequisite: ECO 201-202.

**ECO 428 HISTORY OF ECONOMIC THOUGHT.** (3). Survey of main ideas and major developments in economic thought from before Adam Smith through the

Keynesian revolution. The interaction of economic events and the

growth of economic ideas, as seen in classical, Marxian, neoclassical, institutionalism, and Keynesian theories. Connection of economic ideas with contemporary economic problems and policies. Prerequisite: ECO 201-202.

**ECO 432 QUANTITATIVE ECONOMICS AND ECONOMETRICS.** (3). Covers economic applications of functions, graphs, derivatives, regression, matrix algebra, calculus, dynamic models, the problem of uncertainty. Computer work will be part of the course. Prerequisite: Junior standing.

**ECO 434 BUSINESS FORECASTING.** (3). Provides both analytical techniques and insight into significant changes in the economy and a study of major business fluctuations. Includes an examination of basic forecasting tools and their applications to business situations.

**ECO 475 PUBLIC FINANCE.** (3). Principles and problems of government spending and taxation. Theory of public goods and externalities. Cost- benefit analysis. Analysis of specific expenditure, transfer, and regulatory programs. U.S. tax structure, income redistribution effects and efficiency in resource allocation. The topics will be related to current economic policy. Prerequisite: ECO 201-202.

**ECO 495/497SPECIAL TOPICS IN ECONOMICS.** (1-3) Topic to be listed in course schedule. May enroll again as topic changes.

# MARKETING

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## **Associate Professor:**

Duke, Linda  
Logan, James

## **Mission**

The Marketing program offered by the Department of Business prepares graduates for entry into domestic or international marketing positions, including industry, government and private entrepreneurship. The program exposes the graduates to a broad range of principles, theories, models, experiences and ethics of a business organization, which will enable graduates to succeed in their chosen field.

## **Degree Offered**

Bachelor of Science in Marketing

## **Objectives**

All students completing the B.S. in Marketing will:

1. Have an understanding of the concepts and theories underlying the operation and management of the marketing aspects of domestic or international business;
2. Have the technical, problem-solving, critical thinking, and computer skills necessary to perform successfully in industry, government, and private entrepreneurship;
3. Be able to successfully demonstrate the application of core competencies;
4. Compare favorably in knowledge and core competencies with students completing a similar program nationally;
5. Possess the necessary knowledge to pass the Major Field Assessment Test in Business;
6. Successfully demonstrate the ability to communicate effectively orally and in writing.

## **Assessment Program**

Assessment measures enable the Marketing faculty to determine whether students have adequately satisfied program objectives. Through the use of lecture, case studies, and unstructured problems in performance-based courses, students can periodically review their performance and evaluate their progress. Primary emphasis will be placed on the major field Assessment Test in Business to be taken by students during their first and last semester. Test results will be included as part of the capstone course grade.

## **Other Assessment Measures:**

1. Internships
2. Writing intensive courses in Management
3. Exit Interviews with graduating seniors
4. Follow-up surveys with employers



## Computer Skills Requirement

Students majoring in the Marketing program will develop hands-on skills in the use of word processing, electronic spreadsheets and data base systems as they relate to accounting and other business related operations.

All majors will be required to take BED 208, or demonstrate a comparable skill level through a proficiency examination. This requirement must be met prior to completing the first 60 hours of work or within the first semester of transferring to Lincoln University, whichever is applicable.

## Required Courses

**General Education Requirements:** A minimum grade of “C” is required in ECO 201 for Area 5D (Social and Behavioral Science), MAT 112 or 113 (Area 2), PHI 304 for Area 6 (Humanities and Fine Arts) and BAD 215 for Area 8 (International Cultural Diversity) for all baccalaureate programs in the Department of Business.

**Core Requirements:** A minimum grade of “C” in ACC 246-247; BAD 200, 275, 310, 350, 376; BED 208, 312; ECO 202; MKT 321.

**Major Requirements:** A minimum grade of “C” in BAD 101, 250, 490; MKT 309, 322, 326, 345, 415, 421; and 12 hours of approved MKT electives.

**Minor:** 18 hours with a minimum grade of “C” in MKT 309, 321, 322, 326, and 421; and 3 hours of approved MKT electives.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**MKT 309 ADVERTISING PRINCIPLES.** (3, fa). Same as JOU 309. Economics, research, and strategy of selling through the mass media.

**MKT 321 PRINCIPLES OF MARKETING.** (3, fa, sp). Institutions, functions, and problems involved in the transfer of goods from the producer to the consumer.

**MKT 322 FUNDAMENTALS OF RETAILING.** (3, sp). How retail outlets operate to serve both the producer and the consumer of commodities. Prerequisite: MKT 321, or permission of instructor.

**MKT 326 MARKETING MANAGEMENT.** (3, sp). A detailed analysis of the work of the distribution manager who plans, organizes, directs, and coordinates the activities of those in specialized aspects of marketing. Prerequisite: MKT 321.

**MKT 327 PHYSICAL DISTRIBUTION SYSTEMS.** (3,). Attention to developing and administering channel networks to coordinate demand and supply patterns and to optimize physical systems in terms of cost, services, and information feedback. Prerequisite: MKT 321

**MKT 345 CONSUMER BEHAVIOR.** (3, sp). Examines the influence of cultural, social, and psychological factors on the market process through behavioral science research. Prerequisite: MKT 321.

**MKT 407 MARKETING INTERNSHIP.** (3, fa, sp, su). Supervised practical instruction in a public or private organization along with an academic component monitored by faculty. Prerequisite: Junior or Senior standing and permission of the instructor.

- MKT 410 SOCIAL MEDIA MARKETING.** (3, fa, sp). This course examines how social media is fundamentally changing the way companies operate and how organizations can strategically use their social media tools to engage their audience in new and exciting ways.
- MKT 415 INTERNATIONAL MARKETING.** (3, fa). A study of the management of marketing functions and multinational firms. Major emphasis will be given to how international marketing differs from the domestic process. Prerequisite: MKT 321.
- MKT 421 MARKET RESEARCH AND DECISION MAKING.** (3, fa). The application of basic business research methods to the solution of major marketing problems. Market studies will be analyzed to determine the appropriate marketing mix for various business enterprises. Prerequisites: MKT 321 and BAD 376 (concurrently).
- MKT 495/ SPECIAL TOPICS.** (1-3). Topic to be listed in course schedule.
- 497** May enroll again as topic changes.

**Degree Pathway  
Leading to a Bachelor of Science in Marketing**

<b>First Semester</b>		<b>Hrs</b>	<b>Second Semester</b>		<b>Hrs</b>
GE 101	University Seminar	1	PED 1XX	P.E. Activity	1
ENG 101	Comp. and Rhet. I	3	ENG 102	Comp. and Rhet. II	3
BED 208 or CS 105	Integrated Computer Applications	3	PSY 101	General Psychology	3
MAT 112	Applied Algebra	3	BAD 250	Personal Finance	3
BAD 101	Introduction to Business	3	PED 111	Personal and Community Health	2
BIO 103	Principles of Biology	3	ENV 103/104	Environmental Science w/Lab	4
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Third Semester</b>		<b>Hrs</b>	<b>Fourth Semester</b>		<b>Hrs</b>
<b>HIS 205 or PSC 203</b>	<b>U.S. History I or American Nat'l Gov't</b>	<b>3</b>	<b>HIS 102</b>	<b>World Civ. II</b>	<b>3</b>
ECO 201	Macroeconomics	3	ECO 202	Microeconomics	3
ACC 246	Principles of Accounting I	3	ACC 247	Principles of Accounting II	3
BAD 215	Global Business	3	BAD 200 or MAT 117	Business Statistics I or Elem. Statistics	3
SPT 206	Fundamental of Speech	3	BAD 275	Business Law I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Fifth Semester</b>		<b>Hrs</b>	<b>Sixth Semester</b>		<b>Hrs</b>
BAD 310	Principles of Management	3	BED 312	Business Communications	3
MKT 321	Principles of Marketing	3	MKT 322	Fund. of Retailing	3
BAD 376	Business Statistics II	3	MKT 309	Principles of Marketing	3
ECO 305	Money, Credit and Banking	3	BAD 350	Fund. of Financial Mgt.	3
ART, MUS, SPT or ENG	Art, music, theater appreciation or literature	3	SA 200	American Diversity or other diversity option	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Seventh Semester</b>		<b>Hrs</b>	<b>Eighth Semester</b>		<b>Hrs</b>
PHI 304	Business Ethics	3	BAD 490	Business Policy	3
MKT 345	Consumer Behavior	3	MKT 421	Marketing Research	3
MKT 326	Marketing Management	3		Marketing Elective	3
MKT 415	International Marketing	3		Marketing Elective	3
	Free Elective	2		Marketing Elective	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>

A minimum of 120 hours, which includes 40 hours of upper division work, plus 1 hour of activity Physical Education is required for graduation. Students should consult the General Education Requirements section of the *Undergraduate Bulletin* for alternative courses that will fulfill the general education requirements, or consult with an advisor.

# PUBLIC ADMINISTRATION

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**Professor:**  
Edoho, Felix  
Ike, Roberto

## **Mission**

The Public Administration program offered by the Department of Business prepares graduates for employment with federal, state and local governments, voluntary agencies, and industry. The program exposes the graduates to a broad range of principles, theories, models, experiences, and ethics of public service, which will enable graduates to succeed in their chosen field.

## **Degree Offered**

Bachelor of Science in Public Administration

## **Objectives**

All students completing the B.S. in Public Administration will:

1. Have an understanding of the concepts and theories underlying the operation and management of federal, state, and local governmental agencies;
2. Have the technical, problem-solving, critical thinking, and computer skills necessary to perform successfully in public service;
3. Be able to successfully demonstrate the application of core competencies;
4. Compare favorably in knowledge and core competencies with students completing a similar program nationally;
5. Possess the necessary knowledge to pass the Major Field Assessment Test in Business;
6. Successfully demonstrate the ability to communicate effectively through the written media.

## **Assessment Program**

Assessment measures enable the Public Administration faculty to determine whether students have adequately satisfied program objectives. Through the use of lecture, case studies, and unstructured problems in performance-based courses, students can periodically review their performance and evaluate their progress. Primary emphasis will be placed on the major field assessment Test in Business to be taken by students during their first and last semester. Test results will be included as part of the capstone course grade.

## **Other Assessment Measurers:**

1. Internships
2. Writing Intensive courses in Management and Business Communication
3. Exit Interviews with graduating seniors
4. Follow-up surveys with employers

## Computer Skills Requirement

Students majoring in the Public Administration program develop hands-on skills in the use of word processing, electronic spreadsheets and data base systems as they relate to accounting and other business-related operations.

All majors will be required to take BED 208 or demonstrate a comparable skill level through a proficiency examination. This requirement must be met prior to completing the first 60 hours of work or within the first semester of transferring to Lincoln University, whichever is applicable.

## Required Courses

**General Education Requirements:** A minimum grade of “C” is required in ECO 201 for Area 5D (Social and Behavioral Science), MAT 112 or 113 (Area 2), PHI 304 for Area 6 (Humanities and Fine Arts), and BAD 215 for Area 8 (International Cultural Diversity) for all baccalaureate programs in the Department of Business.

**Core Requirements:** A minimum grade of “C” in ACC 246-247; BAD 200, 275, 310, 350, 376; BED 201, 208 or CS 105, BED 312; ECO 202; MKT 321.

**Major Requirements:** A minimum grade of “C” in BAD 101, 250, 490; PAD 310, 338, 401, 402, 404, 407, 441, 451, 475; and 3 hours of PAD electives.

Note: see **Legal Studies** for minor requirements

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

- PAD 310 PRINCIPLES OF PUBLIC ADMINISTRATION.** (3, sp, odd). Same as PSC 310. Prerequisite: BAD 101.
- PAD 315 MANAGEMENT OF NON-PROFIT ORGANIZATIONS.** (3, fa, odd). Management of public service organizations and government agencies; special focus on problems of monitoring, controlling and delivering services and on performance evaluation.
- PAD 325 URBAN MANAGEMENT.** (3, fa). Examination of the economic and political environment of urban management; problems of program planning and policy development; managerial techniques of dealing with emerging problems in the urban community.
- PAD 338 HUMAN RESOURCE MANAGEMENT.** (3, fa, sp). Same as BAD 338. Prerequisite: BAD 310.
- PAD 401 PUBLIC POLICY PROCESS AND ANALYSIS.** (3, fa). Focuses on the process of public decision-making and the development of capabilities to analyze those processes.
- PAD 402 MODERN SOCIAL ORGANIZATIONS.** (3, sp). Same as SOC 402.
- PAD 404 INTERGOVERNMENTAL RELATIONS.** (3, fa). Assesses the impacts and consequences of shifts in the administration of intergovernmental policies and programs. Examines legislation, roles, and the responsibilities of federal, state, regional and local systems.
- PAD 405 GOVERNMENT AND BUSINESS.** (3, sp). Same as BAD 405.

- PAD 407 PUBLIC ADMINISTRATION INTERNSHIP.** (3, fa, sp, su). Supervised practical instruction in agencies concerned with public issues and the implementation of public policies. Prerequisite: Senior standing or permission of instructor.
- PAD 410 ORGANIZATIONAL PSYCHOLOGY.** (3, sp). Same as PSY 410.
- PAD 418 ADMINISTRATIVE LEADERSHIP.** (3, sp). Examination of problems of leadership within the context of diverse organizations; application of approaches to solving problems in leadership; comparison of leadership processes with respect to their effectiveness.
- PAD 441 GOVERNMENTAL ACCOUNTING.** (3, fa). Same as ACC 441.
- PAD 451 ORGANIZATIONAL THEORY AND BEHAVIOR.** (3, fa, sp, su). Same as BAD 451. Study of various organizational structures, models, and supporting theory; organizations as complex systems; organizational behavior, individual and group dynamics in business environments; organizational development and change. Prerequisite: BAD 310.
- PAD 463 COLLECTIVE BARGAINING IN PUBLIC EMPLOYMENT.** (3, fa). History and current status of collective bargaining practices and governmental policies in the public sector; public policy at federal, state, and local levels in employee relations.
- PAD 475 PUBLIC FINANCE.** (3, fa). Principles and problems of government spending and taxation. Theory of public goods and externalities. Cost-benefit analysis. Analysis of specific expenditure, transfer, and regulatory programs. U.S. tax structure, income redistribution effects and efficiency in resource allocation. The topics will be related to current economic policy. Prerequisite: ECO 201-202.
- PAD 495/497 SPECIAL TOPICS IN PUBLIC ADMINISTRATION** (3, sp). In-depth investigation of key policy areas and the administration of such policies; focus on application of research techniques to policy analysis and of managerial techniques to administration of public policies.

**Degree Pathway  
Leading to a Bachelor of Science in Public Administration**

<b>Semester 1</b>		<b>Hrs</b>	<b>Semester 2</b>		<b>Hrs</b>
GE 101	University Seminar	1	PED 1XX	P.E. Activity	1
ENG 101	Comp. and Rhet. I	3	ENG 102	Comp. and Rhet. II	3
BED 208 or CS 105	Integrated Computer Applications	3	PSY 101	General Psychology	3
MAT 112	Applied Algebra	3	BAD 250	Personal Finance	3
BAD 101	Introduction to Business	3	PED 111	Personal and Community Health	2
BIO 103	Principles of Biology	3	ENV 103/104	Environmental Science w/Lab	4
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Semester 3</b>		<b>Hrs</b>	<b>Semester 4</b>		<b>Hrs</b>
PSC 203	American Nat'l Gov't	3	HIS 102	World Civ. II	3
ECO 201	Macroeconomics	3	ECO 202	Microeconomics	3
ACC 246	Principles of Accounting I	3	ACC 247	Principles of Accounting II	3
BAD 215	Global Business	3	BAD 200 or MAT 117	Business Statistics I or Elem. Statistics	3
SPT 206	Fundamental of Speech	3	BAD 275	Business Law I	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 5</b>		<b>Hrs</b>	<b>Semester 6</b>		<b>Hrs</b>
BAD 310	Principles of Management	3	BED 312	Business Communications	3
MKT 321	Principles of Marketing	3	PAD 338	Human Resource Management	3
BAD 376	Business Statistics II	3	BAD 350	Fund. of Financial Mgt.	3
ECO 305	Money, Credit and Banking	3	PAD 310	Principles of Public Admin.	3
ART, MUS, SPT or ENG	Art, music, theater appreciation or literature	3	SA 200	American Diversity or other diversity option	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Semester 7</b>		<b>Hrs</b>	<b>Semester 8</b>		<b>Hrs</b>
PHI 304	Business Ethics	3	BAD 490	Business Policy	3
BAD 401	Public Policy Process	3	PAD 404	Intergovernment Relations	3
PAD 402	Modern Social Organization	3	PAD 475	Public Finance	3
PAD 441	Governmental Accounting	3	PAD 407	Public Admin. Internship	3
	Free Elective	2	PAD 451	Organizational Behavior	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>

A minimum of 120 hours plus 1 hour of activity in Physical Education is required for graduation. Students should consult the General Education Requirements section of the *Undergraduate Bulletin* for alternative courses that will fulfill the general education requirements, or consult with an advisor.

# SCHOOL OF EDUCATION

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James Kern, Ph.D., Dean  
452 Martin Luther King Hall  
(573) 681-5250

## **Faculty**

Professor

Cynthia Chapel

Avila Hendricks

Jordan Jay

Gouranga Saha

Rhonda Wood

Associate Professor

Kimberly Connor

Anita Lael

Sam Schnieders

Assistant Professor

Kish, Chad

Potterton, Kelly

Instructor

Fankhauser, Brianna

Crystal Moseley

## **Degrees Offered**

Bachelor of Science in Education

- Elementary Education
- Middle School Education
- Physical Education
- Secondary Education
- Special Education

Bachelor of Science in Wellness

Associate of Applied Science

- Early Childhood Education

## **Minor**

Education

Special Education



# EDUCATION

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## **Professors:**

Chapel, Cynthia  
Hendricks, Avila  
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## **Mission**

The Mission of the Department of Education is to train current and future educators, education leaders, early childhood care givers and counselors through degree programs in teaching, early childhood, administration, leadership, counseling, and wellness that employ technology skills, inclusive pedagogy and research-based results-oriented practices in education.

## **Accreditation**

The Department of Education is accredited by the Council for the Accreditation of Educator Preparation (CAEP): Programs are approved by the Missouri Department of Elementary and Secondary Education (DESE).

The Missouri Department of Elementary and Secondary Education through the Office of Educator Quality and Lincoln University Department of Education is transitioning from the MoSTEP standards to the MoSPE standards which go into effect state wide in August of 2017. Required changes and implementation schedule will be communicated to students through individual advising sessions, meetings, and/or other university communications.

## **Conceptual Framework**

The Conceptual Framework has three themes:

### ***Enduring Understanding***

Learning and teaching center on  
Content knowledge and skills  
valuable for a lifetime.

### ***Engaging Pedagogy***

Learning is active and interactive,  
Emphasizing inquiry and application.



### ***Evolving Worldview***

Learners encounter diverse people, perspectives, and ideas to enhance social responsibility and global consciousness.

## **Early Childhood Care and Education**

The Associate of Applied Science in Early Childhood Care and Education is a two-year program leading to the A.A.S. degree. It is specifically designed to meet the critical need for highly qualified child care providers and early childhood practitioners. Candidates can become leaders in working with families with children from birth to age eight. Candidates seeking the A.A.S. degree in early childhood care and education must fulfill the following requirements for graduation:

1. Complete 6 credit hours with a cumulative GPA of 2.75 or better.
2. Submit a comprehensive professional portfolio that demonstrates competency.
3. Submit two letters of recommendation from Early Childhood Practicum supervisors and/or Early Childhood employers.
4. Document successful background screening from the Missouri Department of Health and Senior Services, Family Care Safety Registry for practicum courses registration and graduation requirement purposes.
5. Demonstrate professional competence through the completion of EDU 297-Capstone Seminar in Early Childhood Education course. (1 credit hour)

The Early Childhood Care and Education program also serves as an Area of Concentration for Elementary Education majors. Candidates receiving the initial Missouri Elementary Teaching Certificate (Grades 1-6) may complete an additional endorsement in Early Childhood Education (PreK-3rd Grade). Candidates interested in the Associate of Applied Science in Early Childhood Care and Education should contact an early childhood advisor for specific requirements.

## **Bachelor of Science in Education**

Candidates earn the Bachelor of Science in Education degree (B.S.Ed.) when they complete requirements for one of the education programs as well as general education and major and minor (if applicable) requirements of Lincoln University. Music Education majors receive a Bachelor of Music Education degree (B.M.E.).

Lincoln University undergraduate education programs are fully accredited by the Council for the Accreditation of Educator Preparation (CAEP) and approved by the Missouri Department of Elementary and Secondary Education (MO-DESE). The Department of Education offers programs for Missouri teacher certification in elementary, special education, middle school, and secondary education.

## **Elementary Education Program**

Graduates of the Elementary Education Program qualify for Missouri certification to teach children in grades one through six.

## **Special Education Certification Program**

A double major in Elementary and Special Education has been approved by the Department of Elementary and Secondary Education. This program typically requires one additional semester to complete. The Special Education Certification Program prepares special education teachers for grades K-12. Candidates majoring in elementary and special education will complete the requirements for Missouri Cross Categorical

Certification. Lincoln University does not offer coursework leading to Missouri certification to work with students with severe/profound disabilities. All students majoring in elementary and special education must meet with the Special Education Advisor to develop a program of study.

## **Middle School Education Program**

The Middle School Program prepares prospective teachers for Missouri certification to teach grades 5-9. Candidates majoring in middle school education must have one area of approved course work selected from among the fields of business, English, math, science, and social studies. Candidates seeking certification in elementary or secondary education can add middle school certification requirements to their programs. Education advisors will provide a complete list of course requirements. Information is also available on the Department of Education webpage.

## **K-12 and Secondary Education Programs**

Lincoln University offers coursework leading to certification in K-12 and secondary education fields listed below. Advisors in the major department can provide information about specific requirements. Secondary and K-12 students are also encouraged to communicate regularly with advisors in the Department of Education.

Art Education (K-12)  
Business Education (9-12)  
English Education (9-12)  
Instrumental Music Education (K-12)  
Mathematics Education (9-12)  
Physical Education (K-12)  
Social Science Education (9-12)  
Unified Science (9-12)  
Vocal Music Education (K-12)

## **Objectives**

### **Elementary Education**

Candidates completing a Bachelor of Science in Education degree in the area of elementary education will

1. Demonstrate an understanding of their content area(s) knowledge base, educational and developmental theories, strategies, methodologies and procedures, national and state standards, and professional dispositions, for their appropriate degree
2. Demonstrate an understanding of how diverse students learn “best” and successfully implement instructional strategies that engage students in problem solving and critical thinking, utilizing a variety of methods that are developmental appropriate and content correct
3. Demonstrate an understanding of social responsibility and professionalism to enhance student’s global consciousness, as well as their own global consciousness, when they encounter diverse people, perspectives and ideas

## **Special Education**

Candidates completing a Bachelor of Science in Education degree in the area of special education will

1. Demonstrate an understanding of their content area(s) knowledge base, educational and developmental theories, strategies, methodologies and procedures, national and state standards, and professional dispositions, for their appropriate degree
2. Demonstrate an understanding of how diverse students learn “best” and successfully implement instructional strategies that engage students in problem solving and critical thinking, utilizing a variety of methods that are developmental appropriate and content correct
3. Demonstrate an understanding of social responsibility and professionalism to enhance student’s global consciousness, as well as their own global consciousness, when they encounter diverse people, perspectives and ideas

## **Secondary and K-12 Education**

Candidates should refer to the major content area advisor for a list of objectives.

## **Assessment Program**

Multiple assessments allow candidates and faculty to determine whether students have met the program objectives. The assessment program begins with the selective admission to the Teacher Education Program, which is described in detail below. The students must pass all sections of the Missouri General Education Test and complete the Missouri Educator Profile prior to admission to the Teacher Education Program. The candidates develop a portfolio as they progress through the program. Prior to a student teaching placement students must pass the Missouri Educator Content Area Exam for their area. All candidates seeking Missouri Teacher Certification must pass the Missouri Performance Assessment prior to receiving teacher certification.

## **Selective Admission to the Teacher Education Program**

The candidate must fulfill the following requirements:

1. An application approved by the faculty member responsible for each area in which the candidate seeks teaching certification
2. Submission of three faculty recommendations that indicate confidence in the candidate’s commitment and ability to complete the program and become an effective teacher
3. An ACT (American College Test) or SAT (Scholastic Aptitude Test) score
4. Passing score on all four areas of the Missouri General Education Test
5. Successful completion of any pre-college-level courses into which he or she was placed
6. A grade of “C” or better in ENG 101 and 102 or ENG 151H and 152H and SPT 206
7. Successful completion of EDU 202 Observations in Education, SE 153, MUS 215, ART 203 or equivalent course with clinical experience
8. A cumulative GPA of 2.75 or better
9. A satisfactory portfolio
10. Missouri Department of Health and Senior Services, Family Care Safety Registry background screening
11. Completion of the Missouri Educator Profile
12. Evidence of successful work with children or youth

## General Regulations Concerning Student Teaching

1. All candidates for the B.S. in Education and Missouri Teacher Certification are required to complete student teaching.
2. Applications for student teaching must be completed the semester prior to student teaching.
3. To qualify for student teaching, candidates must have senior standing or an earned baccalaureate degree.
4. Student teachers must have a minimum cumulative grade point average of 3.0, and a grade point average of 3.0 in the major.
5. The candidate must have a grade of “C” or better in all required major subject area courses and in all required education courses with EDU or SE prefixes.
6. Elementary, Middle School and Special Education majors must have a grade of “C” or better in their required mathematics courses.
7. All students must pass the Missouri Educator Content Area Exam for their area prior to the student teaching semester.
8. Student teaching placements will occur in public schools within 30 miles of Lincoln University. Exceptions to this procedure require Teacher Education Council approval. Each candidate must complete a variety of clinical experiences in diverse schools and communities.

## Technology

Candidates seeking teaching certification are expected to demonstrate the ability to use a variety of instructional technologies including instructional video, computers, telecommunications and interactive media.

## eMINTS

Lincoln University’s Department of Education is the first teacher-preparation institution in the nation to implement eMINTS — enhancing Missouri’s Instructional Networked Teaching Strategies. Teacher education candidates can earn an eMINTS Certificate by completing four courses which may be included in the Instructional Technology Area of Concentration. eMINTS instructional strategies transform classrooms into places for learning where teachers and students use multimedia tools to better understand the world, work together and achieve at new and higher levels. Initial research indicates that eMINTS strategies are effective in closing the achievement gap.

## Course Descriptions

Listed courses may not be taught every semester or every year. Consult your advisor about projected course offerings.

### Early Childhood, Elementary and Secondary Education Courses

- EDU 100 CHILD DEVELOPMENT ASSOCIATE CREDENTIAL (CDA). (NC).** Child Development Associate Credential course required for 120 hours internship.
- EDU 161 PRINCIPLES OF EARLY CHILDHOOD EDUCATION. (3).** This course introduces the historical, philosophical, psychological and sociological foundations of Early Childhood Education. Students spend 30 hours aiding in infant and toddler settings. Structured observations, focused activities and reflections, and videotapes will be required.

- EDU 201 PRACTICUM WITH THREE- AND FOUR-YEAR OLDS.** (1). Students spend 30 hours working in a preschool or day care setting. Structured activities and student created activities, reflections, and videotapes will be required. Prerequisite: EDU 161 or concurrent enrollment.
- EDU 202 OBSERVATIONS IN EDUCATION.** (1). The student will develop an awareness of teaching methods and strategies, classroom organization and management, differences in age levels and individual differences through observation of multicultural classrooms. A lab component of hours of observations will be completed. Prerequisite: Should be taken concurrently with EDU 204 and SE 221.
- EDU 203 PRACTICUM WITH KINDERGARTNERS.** (1). Students spend 30 hours aiding in a kindergarten or kindergarten enrichment classroom. They plan, implement and evaluate lessons and reflect on these lessons. Videotapes of some lessons will be required. Prerequisite: EDU 161 or concurrent enrollment.
- EDU 204 EDUCATIONAL PSYCHOLOGY.** (3). Application of psycho-logical concepts to school situations including the principles of learning, motivation, and self-development. Both the typical and atypical student are studied at school levels from pre-kindergarten through high school. This course is designated writing intensive. Prerequisite: PSY 101 and should be taken concurrently with EDU 202 and SE 221.
- EDU 206 HEALTH, SAFETY AND NUTRITION OF THE YOUNG CHILD.** (2). This course introduces the study of good individual and community health practices, basic safety training for young children and nutritional guidelines and practices. It includes a study of the regulations and procedures required for licensure as well as appropriate record keeping and referrals.
- EDU 208 FAMILY AND COMMUNITY RESOURCES.** (3). This course discusses the legislation, legal and advocacy issues, and policy-making related to young children. It explores the relationship between the child, his or her family and the community, focusing on the resources available for young children.
- EDU 251 PROFESSIONAL EDUCATOR LEGAL & ETHICAL ISSUES.** (3). A study of the legal, historical, philosophical, and sociological foundations of education, including multicultural education, and an in-depth study of the operation, management and control of schools today. Prerequisite: ENG 101 EDU 204 Education Psychology and SE 221 Education of the Exceptional Child.
- EDU 256 LITERATURE FOR CHILDREN AND ADOLESCENTS.** (3). Focus of the course will be on choosing quality literature for classroom use, effective strategies for teaching with literature and emphasizing life-longreading with students. Appropriate award winning literature for elementary and secondary students will be examined. (Meets requirements for EDU 280 and middle school certification.)
- EDU 260 EDUCATION AND CULTURAL DIVERSITY.** (3). This course is open to students interested in the connections between the global institution of education and the complex nature of cultural diversity. (Partially fulfills the cultural diversity requirement for General Education.)

- EDU 270 INSTRUCTIONAL TECHNOLOGY.** (3). This class is designed to make students proficient in various forms of media technology to include desktop publishing, webpage design, and electronic presentation.
- EDU 276 OBSERVATION AND ASSESSMENT IN EARLY CHILDHOOD EDUCATION.** (3). Students will study a wide variety of appropriate assessments for young children. Emphasis will be placed on areas such as language development, perceptual and motor development, and general readiness for school. Students will observe and assess children from infant to third grade for 30 hours.
- EDU 280 EARLY LITERACY AND YOUNG CHILDREN'S LITERATURE.** (3). Focus will be placed on developing literacy in young children including inquiry, logical and critical thinking, creative expressions; interpersonal relationships; and other communication skill development. Literature appropriate for young children will be explored.
- EDU 285 PROGRAM MANAGEMENT IN EARLY CHILDHOOD EDUCATION.** (3). Students will study appropriate learning environments, strategies for effective instruction and management techniques for young children. Program management including fiscal management, staffing, evaluating and communication will be included.
- EDU 290 CURRICULUM IN EARLY CHILDHOOD EDUCATION.** (3). Students will learn to plan, implement and evaluate lessons in which children can construct new knowledge. They will develop appropriate curriculum that is integrated and imaginative. They will create and manage learning environments for active learning.
- EDU 295 SPECIAL TOPICS IN EARLY CHILDHOOD EDUCATION.** (1-5). The study of a topic in early childhood care and education not otherwise included in the curriculum, or for further in-depth research and study with a faculty member. Prerequisite: EDU 161 and expression of mutual interest by the student and faculty. (May be taken more than once.)
- EDU 297 CAPSTONE SEMINAR IN ECE (1)** This course uses a standards-based framework to provide students an opportunity to integrate content knowledge across major courses and reflect on the meaning of professional work. The successful completion of a professional portfolio or other measure of early childhood teacher competency is required.
- EDU 302 PRACTICUM IN ELEMENTARY EDUCATION.** (1). Elementary education candidates work as paraprofessionals in multicultural classroom settings. Evaluations will be made by the classroom teacher and the University supervisor. May be repeated for additional credit. Prerequisite: Admission to the Teacher Education Program.
- EDU 304 PRACTICUM IN SECONDARY EDUCATION FOR 7-12 STUDENTS.** (2). Secondary education candidates will complete 45 hours of clinical practice with a cooperating teacher learning the essentials of managing and teaching an effective classroom. Evaluation will be made by the cooperating teacher and the University supervisor. May be repeated for additional credit. Prerequisite: Admission to the Teacher Education Program. Corequisite: EDU 417.
- EDU 305 PRACTICUM IN SECONDARY EDUCATION FOR K-12 STUDENTS.** (2). Art, music, and physical education candidates will complete 45 hours of clinical practice with a cooperating teacher learning the essentials of managing and teaching an effective classroom. Evaluation

will be made by the cooperating teacher and the University supervisor. May be repeated for additional credit. Prerequisite: Admission to the Teacher Education Program. Corequisite: EDU 417.

**EDU 315 TEACHING MATHEMATICS in the Elementary School.** (4). A course covering the mathematical concepts developed from pre-kindergarten to beginning algebra.

**EDU 316 TECHNIQUES OF TEACHING.** (3). A study of instructional planning, methods of developing instructional materials, classroom organization and control, cultural differences, and evaluation in teaching. Prerequisite: Completion of EDU 204 Educational Psychology with a grade of C or better.

**EDU 317 DIFFERENTIATED INSTRUCTION.** (3). Exploration of research-based instructional methods and strategies to meet the varied needs of all learners in today's classrooms including English language learners, students with disabilities, and students with a variety of learning styles and interest.

**EDU 321 PSYCHOLOGICAL DEVELOPMENT OF THE CHILD AND ADOLESCENT - ELEMENTARY.** (3). A study of the biosocial, cognitive, physical, emotional, and intellectual development of the child from conception through adolescence. The focus of this course will be the elementary and special education child. Prerequisite: EDU 204.

**EDU 322 PSYCHOLOGICAL DEVELOPMENT OF THE CHILD AND ADOLESCENT - SECONDARY.** (3). A study of the biosocial, cognitive, physical, emotional, and intellectual development of the child through adolescence. The focus of this course will be the secondary child. Prerequisite: EDU 204.

**EDU 323 TEACHING WRITING WORKSHOP.** (2). Instructional strategies and curriculum materials appropriate for teaching writing workshop in the literacy program of the elementary grades. This course is designated writing intensive. Prerequisite: Admission to the Teacher Education Program. Concurrent enrollment in EDU 418 and EDU 424 required.

**EDU 324 INSTRUCTIONAL STRATEGIES IN CONTENT LITERACY: SOCIAL STUDIES.** (3). A methods course covering Social Studies concepts appropriate to the elementary child. Prerequisite: Admission to Teacher Education Program.

**EDU 325 ASSESSMENT FOR EDUCATORS** (3). The focus of this class is on the practical classroom assessment skills future teachers need for decision-making about student learning. Students will learn to develop, implement, and evaluate student progress based on assessment techniques.

**EDU 376 ADVANCED INSTRUCTIONAL TECHNOLOGY.** (3). Students will review skills acquired in EDU 270-Instructional Technology. During this review, students will develop advanced skills in desktop publishing, using digital video in PowerPoint presentations, and creating websites using Macromedia Dreamweaver. Prerequisite: EDU 270 or permission of instructor.

**EDU 416 READING AND WRITING IN THE MIDDLE SCHOOL.** (4). Provides students with models and techniques for helping adolescent students communicate effectively through reading and writing across the curriculum. Persons seeking certification as high school English teachers may take this course in lieu of EDU 255. It is recommended that students take this course after or concurrent with EDU 420.



**EDU 417A MATERIALS, METHODS, AND OBSERVATIONS IN TEACHING**

**ART.** (2). A course in methods, materials, correlation and technical problems in the teaching of art in secondary schools. Prerequisite: Permission of instructor.

**EDU 417B MATERIALS, METHODS, AND OBSERVATIONS IN TEACHING**

**SECONDARY BUSINESS SUBJECTS.** (3). A course surveying the history, content, organization, administration and methods of teaching business education on the secondary level. Prerequisite: EDU 316 and admission to Teacher Education Program.

**EDU 417E MATERIALS, METHODS, AND OBSERVATION IN TEACHING**

**ENGLISH.** (3). A course involving research in the various methods of teaching English in the middle and high school and the materials used. Prerequisite: Admission to Teacher Education Program.

**EDU 417H MATERIALS, METHODS AND OBSERVATIONS IN TEACHING**

**HEALTH.** (2). A course emphasizing the materials and methods of teaching health in the schools and the community. Prerequisite: Permission of instructor.

**EDU 417M MATERIALS, METHODS AND OBSERVATION IN TEACHING**

**MATHEMATICS.** (2). This course deals with the problems and methods of teaching middle and high school mathematics. Prerequisite: Admission to Teacher Education Program.

**EDU 417P MATERIALS, METHODS AND OBSERVATION IN TEACHING**

**PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL.** (2).

Deals with the teaching of physical education in the elementary school setting. Students are required to spend 20 clinical hours working in an elementary school setting. Prerequisite: Permission of instructor.

**EDU 417Q MATERIALS, METHODS AND OBSERVATIONS IN TEACHING**

**PHYSICAL EDUCATION IN THE SECONDARY SCHOOL.** (2).

Deals with the teaching of physical education in the secondary school setting. Students are required to spend 20 clinical hours working in a secondary school setting. Prerequisite: Permission of instructor.

**EDU 417S MATERIALS, METHODS AND OBSERVATION IN TEACHING**

**SCIENCE.** (2). The principles and techniques of teaching science in middle and high school are studied through hands-on and minds-on strategies. Prerequisite: Admission to Teacher Education Program.

**EDU 417T MATERIALS, METHODS AND OBSERVATION IN TEACHING**

**SOCIAL SCIENCE.** (2). This course deals with problems of teaching social science in middle and high school. Prerequisite: Admission to Teacher Education Program.

**EDU 418 LITERACY INSTRUCTION IN ELEMENTARY GRADES.** (4).

Current theories of literacy development and instructional implications for teaching reading and language arts. Prerequisite: Admission to Teacher Education Program. Concurrent enrollment in EDU 323 and EDU 424 required.

**EDU 420 TECHNIQUES OF TEACHING READING IN THE CONTENT**

**FIELDS.** (3). Assists middle school and secondary students in understanding and incorporating reading theory and practice to teach and evaluate student learning across the curriculum. Prerequisite: Admission to Teacher Education Program.

- EDU 423 INSTRUCTIONAL STRATEGIES IN CONTENT LITERACY: SCIENCE.** (3). The method of teaching science literacy via inquiry to prepare scientifically literate future citizens. Prerequisite: Admission to Teacher Education Program.
- EDU 424 PRACTICUM IN READING AND LANGUAGE ARTS.** (2). Practicum in elementary classrooms focused on children's literacy development and the organization and management of reading and language arts instruction. Prerequisite: Admission to the Teacher Education Program. Concurrent enrollment in EDU 323 and EDU 418 required.
- EDU 425 ASSESSMENT FOR DIFFERENTIATED INSTRUCTION IN READING.** (3). The purpose of the course is to assist the classroom teacher in assessing the individual reading needs of children. It will examine principles, practices and materials for personalizing instruction on levels K through 8. Prerequisites: EDU 418, EDU 424 and admission to Teacher Education Program.
- EDU 427 ASSESSMENT AND DIFFERENTIATED INSTRUCTION IN MATH** (3). Understanding the principles of formative and summative assessment, different assessment strategies for classroom use, test construction, rubrics, alternative assessments, as well as standardized test information in the area of Mathematics. Prerequisite: EDU 315
- EDU 435 CLASSROOM MANAGEMENT.** (3). Provides pre-service and in-service teachers with an overview of classroom management and behavior management theories and appropriate classroom practices. Prerequisite: Admission to Teacher Education Program.
- EDU 451 eMINTS I.** (3). This course introduces students to the eMINTS program. Students become proficient in the areas of constructivism, cooperative learning, and inquiry-based learning.
- EDU 452 eMINTS II.** (3). Students will focus on inquiry-based learning, online learning projects and accessing safe internet resources in constructing technology based lesson plans.
- EDU 453 eMINTS III.** (3). This course will focus on developing webquests, online projects, communication arts, constructivist lesson plans.
- EDU 454 eMINTS IV.** (3). This course will focus on classroom management and interdisciplinary modules. Students will complete their portfolios and websites and prepare projects for student teaching.
- EDU 456 PHOTOGRAPHY FOR TEACHERS.** (3). Focuses on helping teachers create and use photography to strengthen curricular activities.
- EDU 457 SPECIAL TOPICS IN EDUCATION.** (1-5). The study of any educational topic not otherwise included in the curriculum upon expression of mutual interest by students and faculty. (May be taken more than once.)
- EDU 460 MIDDLE SCHOOL FOUNDATIONS (PHILOSOPHY, ORGANIZATION AND CURRICULUM).** (4). Provides theoretical background and practical instruction in understanding the nature of the early adolescent learner, and the philosophy, organizations, and overall curriculum of a middle school program.
- EDU 471 STUDENT TEACHING IN GRADES 1-3.** (5, 6, 8, 10). Planning, organizing, and teaching students in grades 1-3 under the supervision of the classroom teachers and University supervisor. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.

- EDU 472 STUDENT TEACHING IN GRADES 4-6.** (5, 6, 8, 10). Planning, organizing, and teaching students in grades 4-6 under the supervision of the classroom teachers and University supervisor. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.
- EDU 473 STUDENT TEACHING IN GRADES 6-9.** ( 5, 6, 8, 10). Planning, organizing, and teaching students in grades 6-9 under the supervision of the classroom teachers and University supervisor. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.
- EDU 474 STUDENT TEACHING IN GRADES 9-12.** ( 5, 6, 8, 10). Planning, organizing, and teaching students in grades 9-12 under the supervision of the classroom teachers and University supervisor. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.
- EDU 475 SEMINAR IN STUDENT TEACHING.** (2). An orientation to student teaching through a seminar providing extensive study of problems and topics associated with the teaching experience. Prerequisite: Admission to Teacher Education Program.
- EDU 476 STUDENT TEACHING IN THE ELEMENTARY SCHOOL.** (5, 6, 8, 10). Planning, organizing and teaching students in grades K-6 under the supervision of the classroom teachers and University supervisor. This course is for those majoring in Art, Music, or Physical Education who are receiving K-12 certification. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.
- EDU 477 STUDENT TEACHING IN THE SECONDARY SCHOOL.** (5, 6, 8, 10,). Planning, organizing and teaching students in grades 7-12 under the supervision of the classroom teachers and University supervisor. This course is for those majoring in Art, Music or Physical Education who are receiving K-12 certification. To be taken concurrently with EDU 475. Prerequisite: Admission to Teacher Education Program.
- EDU 478 CHILD ADVOCACY II: PROFESSIONAL AND SYSTEM RESPONSES TO CHILD MALTREATMENT.** (3). This course is focused on the responses of professionals to allegations of child maltreatment. The purpose of this course is to expand the student's knowledge and skills in identifying, investigation and prosecuting child maltreatment. Students majoring in criminal justice, education, social work, sociology, psychology, nursing and other areas where knowledge of child maltreatment investigation and advocacy are necessary will receive competency based skills training such as an awareness of forensic interviewing, documentation, etc.
- EDU 480 PRACTICAL PUBLICATIONS.** (3). This class will focus on creating a constructionist lesson plan aligned with MOSTEP and ISTE standards that includes a webquest, an interactive PowerPoint show, and a detailed poster using Adobe Photoshop.
- EDU 481 EDUCATIONAL USES OF THE INTERNET.** (3). Exploration of the ways the Internet can be utilized in classroom settings. Focus will be on ways the Internet can provide tools for communication, inquiry, and construction.
- EDU 482 APPLICATIONS IN DISTANCE LEARNING.** (3,). This class will explore the many ways of creating and delivering online courses.

**EDU 488 GRANT WRITING TECHNIQUES.** (3). The purpose of this hybrid course is to help students acquire essential skills on the background and power of writing grant proposals for discretionary/ competitive competitions.

## **Special Education**

**SE 153 PRACTICUM IN SPECIAL EDUCATION.** (1). Student assists a teacher in special education classroom. By special education advisor's permission only. May be repeated for additional credit.

**SE 154 PRACTICUM IN SPECIAL EDUCATION.** (2). Student works with a teacher and students in a in special education classroom. May be used as an elective course. By special education advisor's permission only. May be repeated for additional credit.

**SE 221 EDUCATION OF EXCEPTIONAL CHILDREN.** (3). Identifying the major laws governing public schools and how they affect the special education population Should be taken concurrently with EDU 202 and EDU 204.

**SE 350 LANGUAGE ACQUISITION/ELL** (3). A course which explores the acquisition and development of language in young children. Both typical and exceptional development are considered. Prerequisites: EDU 202, SE 221.

**SE 404 EVALUATION OF ABILITIES AND ACHIEVEMENT.** (3). Introduction to statistical terminology and diagnostic requirements prescribed by law for identifying students with disabilities. Student becomes proficient in use and interpretation of diagnostic tests. Prerequisites: EDU 204 and SE 221.

**SE 408 READING ASSESSMENT AND INTERVENTION FOR EXCEPTIONAL STUDENTS.** (3). A study of the methods, techniques and materials to be used in teaching reading to learners with significant reading difficulties, including awareness of multicultural issues. Prerequisites: EDU 418, EDU 424 and admission to Teacher Education Program.

**SE 409 TEACHING MATH TO EXCEPTIONAL STUDENTS.** (1). A consideration of the cognitive, psychomotor, physical, sensory, social and emotional factors influencing students with mental retardation and/or learning disabilities as they relate to mathematics instruction. Instructional strategies for implementation will be addressed. Student should enroll in SE 452 Advanced Practicum concurrently. Prerequisite: Admission to Teacher Education Program.

**SE 410 CONSULTATION AND COUNSELING TECHNIQUES FOR TEACHERS.** (3). Selected family-educator interaction models; principles of interviewing and conferencing, problem-solving models, and techniques for collaboration. Prerequisites: EDU 202, SE 221.

**SE 411 METHODS AND MATERIALS: MILD/MODERATE DISABILITIES.** (3). Current techniques and materials for teaching students who have mild to moderate disabilities. Students should be concurrently enrolled in SE 451 Advanced Practicum or have instructor's permission to waive practicum. Prerequisite: Admission to Teacher Education Program.

**SE 412 CAREER EDUCATION/TRANSITION.** (3). Roles and responsibilities; legislative requirements; transition components; assessment, development

and implementation of functional curricula K-12. Emphasis on accessing the general curriculum through functional academics including science, social studies, and economics. Prerequisites: EDU 202, SE 221.

- SE 413 INTRODUCTION TO CROSS CATEGORICAL.** (3). Study of the characteristics of individuals with learning disabilities, intellectual disabilities, emotional/behavioral disabilities; health impairments and orthopedic impairments. Prerequisites: EDU 202, SE 221.
- SE 414 SPECIAL EDUCATION PROCESS.** (3) This course will focus on the legal aspects of the Individuals with Disabilities Education Act (IDEA) from Referral through Graduation, including Evaluation and Transition. It will help prepare special educators to participate in the special education process in the state of MO.
- SE 415 CONTENT METHODS FOR THE SPECIAL EDUCATOR.** (3) This course will focus on differentiating instruction and modifications within the content areas, specifically focused in science and social studies. Instruction will focus on teaching vocabulary and reading in the content areas.
- SE 432 CLASSROOM BEHAVIOR MANAGEMENT PRINCIPLES AND TECHNIQUES.** (3). This course will address the principles and techniques for addressing whole classroom behavior management and individualized classroom management to effect positive behavior change through an educational approach will be . Prerequisite: Admission to Teacher Education Program.
- SE 438/439 SEMINAR IN SPECIAL EDUCATION TOPICS.** (1-3). Discussion of current practices that relate to the education of exceptional children. (May be repeated as the topics change.)
- SE 450 ADVANCED PRACTICUM IN SPECIAL EDUCATION.** (1-2). Students work in a special education setting. Prerequisite: Permission of instructor.
- SE 451 ADVANCED PRACTICUM IN METHODS AND MATERIALS FOR MILD/MODERATE DISABILITIES.** (1). Student works in selected special education settings under supervision of University instructor for SE 411. Methods discussed and materials developed in the course will be practiced and used at the practicum site. Prerequisite: Admission to Teacher Education Program and concurrent enrollment in SE 411.
- SE 452 ADVANCED PRACTICUM IN MATH FOR EXCEPTIONAL LEARNERS.** (1). Should be taken concurrently with SE 409. Student serves as teacher's aide in selected special education classrooms under supervision of University instructor for SE 409. Materials and methods discussed and developed in SE 409 will be practiced and used at the practicum site. Prerequisite: Admission to Teacher Education Program and concurrent enrollment in SE 409.
- SE 493 STUDENT TEACHING K-12 MILD/MODERATE CROSS-CATEGORICAL.** (10) Planning, organizing and teaching students with disabilities in a K-12 setting under the direction of a certified teacher. Prerequisite: Admission to Teacher Education Program and concurrent enrollment in EDU 475.
- SE 499 DIRECTED TEACHING - SPECIAL EDUCATION.** (10, on demand). May be in as many as 3 different settings and may be repeated up to 15 hours. Permission of instructor.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
Art Emphasis**

<b>Semester 1</b>		<b>Hrs.</b>	<b>Semester 2</b>		<b>Hrs.</b>
GE101	University Seminar	1	ENG 102	English II	3
ENG 101	English I	3	HIST 101	World Civ I	3
MATH 113	College Algebra - ACT score determines math placement	3	PED	Activity PE	1
PED 111	Pers & Com Health	2	BIO 103/BIO 104L	Prin. Of Biology w/lab	4
PSY 101	Gen Psychology	3	ART 104	Theory of Design & Color	3
ART 107	Drawing I	3	ART 108	Drawing II	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>17</b>
<b>Semester 3</b>		<b>Hrs.</b>	<b>Semester 4</b>		<b>Hrs.</b>
ART 207	Basic Commercial Design	3	SPT 209 or MUS 200	Intro to Theatre or World of Music	3
ART 322	Painting I	3	PSC 203	American National Government	3
SA 202 or SA 201	Intro to Sociology or Intro to Anthropology	3	ART 208	Watercolor	3
SPT 206	Fund of Speech	3	ART 308	Ceramics I	3
BIO 103 or PHY 103	Principles of Biology or Earth Science	3	ART 323	Painting II	3
PSC 203	Am National Government	3	EDU 250	Prof. Educ. Legal/Ethical Issues	3
	<b>MOGEA should be taken</b>				
<b>TOTAL:</b>		<b>18</b>	<b>TOTAL:</b>		<b>18</b>
<b>Semester 5</b>		<b>Hrs.</b>	<b>Semester 6</b>		<b>Hrs.</b>
EDU 204	Education Psychology	3	EDU 320	Assessment and Data Driven	3
SE 221	Exceptional Child	3	ART 309	Ceramics II	3
EDU 321	Psych. Of Development	3	ART 208	Watercolor Painting	3
ART 203	Elem. Art Edu & Obs	3	ART 310	Printmaking	3
ART 330	Art His & Appreciation	3	EDU 420	Reading in the Content Field	3
EDU 317	Differentiated Instruction	3	ART 422	Sculpture	3
	<b>MEP should be taken</b>				
<b>TOTAL:</b>		<b>18</b>	<b>TOTAL:</b>		<b>18</b>
<b>Semester 7</b>		<b>Hrs.</b>	<b>Semester 8</b>		<b>Hrs.</b>
EDU 435	Classroom Management	3	EDU 476	Student Teaching-Elem	5
EDU 316	Techniques in Teaching	3	EDU 477	Student Teaching-Sec	5
EDU 305	Pract. In Classroom Assessment	1	EDU 475	Seminar	2
EDU 417A	Mat Math Teaching Art	2			
ART 423	Adv Tech Problems	3			
ART 421	Figure Painting	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -131**

**Symbol Guide**

<sup>1</sup>Writing Intensive  
Gen Ed. Hours:

<sup>#</sup>Field Experience  
Education Hours:

<sup>+</sup>Online Course  
Total Hours:

<sup>\$</sup>Hybrid Course

<sup>&</sup>8-week Course

## Requirements for the B.S.Ed. in Elementary Education

Successful completion of the courses listed below will entitle a person to receive the degree B.S. Ed. with a major in Elementary Education and will lead to a Missouri certificate to teach grades 1-6 in the State of Missouri.

Placement in English/Mathematics courses is determined by ACT/SAT scores.

### Degree Pathway Leading to a Bachelor of Science in Education Elementary Education Emphasis

<b>First Semester</b>		<b>Hrs.</b>	<b>Second Semester</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
PE 1XX	P.E. Activity	1	HIS 102	World Civ. II	3
ENG 101	Comp. and Rhet. I	3	MUS 200	World of Music	3
ART 100	Introduction to Art	3	PSC 203	Am. Nat'l Gov't	3
MAT 119	ACT score determines math placement	3	ENV/PHY 103	Env. or Earth Science	3
PSY 101	General Psychology	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>15</b>
<b>Third Semester</b>		<b>Hrs.</b>	<b>Fourth Semester</b>		<b>Hrs.</b>
SPT 206	Fund. of Speech	3	HIS 206	U.S. History II	3
SA 200	American Diversity or other diversity option	3	EDU 260	Educ. and Cultural Diversity	3
ECO 201	Macroeconomics	3	EDU 202	Obs. in Education	1
BIO 103/104L	Prin. of Biology with Lab	4	EDU 251	Prof. Educator Legal/Ethical Issues	3
EDU 256	Lit for Child. & Adol.	3	EDU 204	Educ. Psychology	3
	MOGEA should be taken at end		EDU 451	eMINTS I	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
<b>Fifth Semester</b>		<b>Hrs.</b>	<b>Sixth Semester</b>		<b>Hrs.</b>
SE 221	Educ. Except. Child	3	EDU 418	Literacy in Elem. Grades	4
EDU 317	Differentiated Instr.	3	EDU 424	Pract. Rdg & Lang. Arts	2
SE 350	Lang. Acquisition	3	EDU 323	Tchg Writing Workshop	2
EDU 321	Psych. of Development	3	EDU 325	Assessment & Data Driven	3
EDU 316	Techniques in Tchg.	3	EDU 315	Tchg Math in Elem. School	3
	MEP should be taken		PED 111	Personal and Comm. Health	2
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>16</b>
<b>Seventh Semester</b>		<b>Hrs.</b>	<b>Eighth Semester</b>		<b>Hrs.</b>
EDU 425	Assess. in Rdg	3	EDU 471	Student Teaching	10
EDU 427	Assess. in Math	3	EDU 475	Seminar in Student Tchg.	2
EDU 423	Instr. Strategies in Science	3			
EDU 324	Instr. Strategies. in SS	3			
EDU 302	Pract. in Elem. Ed.	1			
EDU 435	Classroom Mgt.	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -120**

## Requirements for the B.S.Ed. in Special Education

Successful completion of the courses listed below will entitle a person to receive the B.S.Ed. degree with a major in Special Education and Missouri certification in Elementary Education (1-6) and certification in Cross Categorical Special Education (K-12).

Placement in English/Mathematics courses is determined by ACT/SAT scores.

### Degree Pathway Leading to a Bachelor of Science in Education Special Education Emphasis

	<b>First Semester</b>	<b>Hrs.</b>		<b>Second Semester</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
PE 111	Personal & Community Health	2	HIS 102	World Civ. II	3
ENG 101	Comp. and Rhet. I	3	MUS 200	World of Music	3
ART 100	Introduction to Art	3	PSC 203	American Nat'l Gov't	3
MAT 119	ACT score determines math placement	3	PHY 103	Earth Science	3
PSY 101	General Psychology	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Third Semester</b>	<b>Hrs.</b>		<b>Fourth Semester</b>	<b>Hrs.</b>
SPT 206	Fund. of Speech	3	HIS 206	U.S. History II	3
SA 200	American Diversity or other diversity option	3	EDU 260	Educ. and Cultural Diversity	3
ECO 201	Macroeconomics	3	EDU 202	Observations in Education	1
BIO 103/104L	Prin. of Biology with Lab	4	EDU 204	Educ. Psychology	3
SE 221	Educ. of the Except. Child	3	EDU 451	eMINTS I	3
	<b>MOGEA should be taken</b>		EDU 316	Techniques of Teaching	3
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>
	<b>Fifth Semester</b>	<b>Hrs.</b>		<b>Sixth Semester</b>	<b>Hrs.</b>
SE 415	Content Meth. for Sp. Ed.	3	EDU 418	Literacy in Elem. Grades	4
EDU 317	Differentiated Instr.	3	EDU 424	Pract. Rdg & Lang. Arts	2
SE 350	Lang. Acquisition	3	EDU 323	Tchg Writing Workshop	2
EDU 321	Psych. of Development	3	EDU 325	Assessment & Data Driven	3
EDU 256	Lit for Children & Adolescent	3	EDU 315	Tchg Math in Elem. School	3
EDU 251	Prof. Ed. Legal & Ethics Issues	3	PED 1XX	P.E. Activity	1
	<b>MEP should be taken</b>				
<b>TOTAL:</b>		<b>18</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Seventh Semester</b>	<b>Hrs.</b>		<b>Eighth Semester</b>	<b>Hrs.</b>
EDU 425	Assess. in Rdg	3	SE 493	Student Teaching K-12 mild/moderate cross-categorical	10
EDU 427	Assess. in Math	3	EDU 475	Seminar in Student Tchg.	2
SE 404	Eval. Of Ability & Achievement	3	<b>TOTAL:</b>		<b>12</b>
SE 414	Special Education Process	3	<b>Total Required Hours -123</b>		
EDU 302	Practicum in Elem. Ed.	1			
SE 432	Classroom/Behavior Mgt.	3			
<b>TOTAL:</b>		<b>16</b>			



## Requirements for Middle School Education Certifications

Successful completion of the courses listed below will entitle a person to receive the degree B.S.Ed. with a major in Middle School Education and will lead to a Missouri certificate to teach grades 5-9.

Placement in English/Mathematics courses is determined by ACT/SAT scores.

### Degree Pathway Leading to a Bachelor of Science in Education Middle School Emphasis

	<b>First Semester</b>	<b>Hrs.</b>		<b>Second Semester</b>	<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
PED 111	Pers. & Comm. Health	2	HIS 102	World Civ. II	3
ENG 101	Comp. and Rhet. I	3	PSC 203	Am. Nat'l Gov't	3
MAT 118/119/120	ACT score determines math placement	3	ENV 103	Environmental or Earth Science	3
PSY 101	General Psychology	3			
	Content Area Course	3		Content Area Course	3
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
	<b>Third Semester</b>	<b>Hrs.</b>		<b>Fourth Semester</b>	<b>Hrs.</b>
SPT 206	Fund. of Speech	3	HIS 206	U.S. History II	3
SA 200	American Diversity or other diversity option	3	EDU 260	Educ. and Cultural Diversity	3
SA 201, 202	Sociology, Anthropology	3	EDU 202	Observation in Education	1
SOC 301 or ECO 201	The Family				
BIO 103 104L	Macroeconomics		EDU 251	Prof. Educ. Legal/Ethical Issues	3
	Prin. of Biology with Lab	4	EDU 204	Educ. Psychology	3
	Content Area Course	3		Content Area Course	3
	<b>MOGEA should be taken</b>		<b>TOTAL:</b>		<b>16</b>
<b>TOTAL:</b>		<b>16</b>			
	<b>Fifth Semester</b>	<b>Hrs.</b>		<b>Sixth Semester</b>	<b>Hrs.</b>
SE 221	Educ. Except. Child	3	EDU 460	Middle School Found.	4
EDU 317	Differentiated Instr.	3	EDU 417	Methods in Content Field	2
ART, MUS, SPT, ENG or PHI	Art, music, theater appreciation or literature or philosophy	3	EDU 420	Reading in the Content Field	2
EDU 322	Adol. Development	3	EDU 325	Assess. & Data Driven	2
EDU 316	Techniques in Tchg.	3	ART, MUS, SPT, ENG or PHI	Art, music, theater appreciation or literature or philosophy	3
	Content Area Course	3		Content Area Course	3
	<b>MEP should be taken</b>		<b>TOTAL:</b>		<b>16</b>
<b>TOTAL</b>		<b>18</b>			
	<b>Seventh Semester</b>	<b>Hrs.</b>		<b>Eighth Semester</b>	<b>Hrs.</b>
EDU 416	Rdg/Wrtg. in Middle School	3	EDU 471	Student Teaching	10
PED 1XX	P.E. Activity	1	EDU 475	Seminar in Student Tchg.	2
EDU 304	Pract. in Sec Ed.	1			
EDU 435	Classroom Mgt.	3			
	Content Area Course	3			
	Content Area Course	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -122**

One content area must be chosen. Students may count courses taken as part of their General Education Requirement to fulfil the subject area course requirements, but the course credit only counts once. Students counting multiple courses in both their Gen Ed and Subject Area will fall short of the 120 credits necessary for graduation so will need to add additional education or subject area electives to meet the 120 hour minimum. Students should work with their advisor to insure they meet university and state requirements. Subject area course requirements are as follows:

**Secondary Education Certification Requirements**

This curriculum prepares prospective teachers for positions in Missouri secondary schools. Candidates must successfully fulfill all certification requirements for the major in the approved subject matter teaching field and satisfy the professional education course requirements for certification.

In addition to the above listed requirements, prospective teachers are required to fulfill all General Education requirements unique to those seeking certification in the state of Missouri. These requirements are available from the major department and the Department of Education.

**Secondary Education Professional Requirements**

The Professional Education courses required for all secondary certification areas in the state of Missouri are listed below. Additional education courses may be required for some majors. See an advisor and/or Department of Education contact person for prerequisites and admission procedures to the Education Program for all Blocks. All Professional Education courses must be completed prior to Student Teaching.

**Fourth Semester**

- These courses are to be taken concurrently.  
PSY 101 and ENG 101 are prerequisites  
EDU 202 Observations in Education 1  
EDU 204 Educational Psychology (WI) 3  
SE 221 Education of the Exceptional Child 2  
\* Art Majors take ART 203 (3 hrs.) instead of EDU202  
\* All Music Majors take MUS 215 and MUS 403 instead of EDU 202

**Fifth Semester**

- EDU 270 Instructional Technology **or** 3  
EDU 451 eMINTS  
EDU 322 Adolescent Development 2  
EDU 406 School and Society 3

To register for the following courses the candidates must be admitted to the Teacher Education Program.

**Sixth Semester**

- EDU 316 Techniques of Teaching 3  
EDU 420 Teaching Reading in the Content Fields 3

**Seventh Semester**

- EDU 304/305 Paraprofessional Training 2  
EDU 417 M/M/O 2-3  
EDU 435 Classroom Management 3  
\*All Music Majors take MUS 215 and MUS 403 instead of EDU 304  
\*All Music Majors take MUS 303 and MUS 304 instead of EDU 417

### Eighth Semester

Student Teaching	10
EDU 475 Student Teaching Seminar	2

### Middle School Endorsement

Elementary education majors may add a middle school endorsement covering grades 5-9 by taking the following education classes.

EDU 322 Adolescent Development	2
EDU 417 Materials, Methods, and Observations in Teaching (English, math, science, business or social studies)	2-3
EDU 420 Techniques of Teaching Reading in the Content Fields	3
EDU 460 Middle School Foundations (Philosophy, Organization and Curriculum)	4
EDU 461 Middle School Curriculum and Instruction	3

Additional course work in English, math, science, business or social studies may be required. Students should see an education advisor for a complete list of course requirements.

Secondary education majors in the certification areas of English, math, science or social studies may add a middle school endorsement covering grades 5-9 by taking the following education classes.

EDU 416 Reading and Writing in the Middle School	4
EDU 460 Middle School Foundations (Philosophy, Organization and Curriculum)	4
EDU 320 Assessment and Data Driven Decision Making	3

Additional course work in English, math, science or social studies may be required. Candidates should see an education advisor for a complete list of course requirements.

These are Professional Block courses and may only be taken after the student has been admitted to the Teacher Education Program.

### Education Minor

A minor in education is offered for students majoring in a field other than education. Students who take a minor in education will not be able to gain certification unless they decide later to be formally admitted to Teacher Education and complete all degree requirements. However, many of the education courses for a minor may eventually apply toward a teaching certificate. This minor will benefit anyone interested in future involvement in education as a parent, school board member, etc. All interested students should contact the Department of Education. There are two options for a minor in education, elementary or secondary emphasis.

#### Option A: Elementary Emphasis (Total 22 credits)

##### Required Courses

EDU 202 Observations in Education	1
EDU 204 Educational Psychology	3
SE 221 Education of Exceptional Children	3
EDU 321 Psychology of Development	3
EDU 256 Literature for Children and Adolescents	3
EDU 260 Education and Cultural Diversity	3
EDU 270 Instructional Technology <u>or</u>	3
EDU 451 eMINTS	
Electives 4 hours credit in an upper division Education course	<u>4</u>

22

Candidate's selection of elective elementary education courses must have the approval of the Department Head.

**Option B: Secondary Emphasis (Total 22 credits)**

**Required Courses**

EDU 202	Observations in Education	1
EDU 204	Educational Psychology	3
SE 221	Education of Exceptional Children	3
EDU 322	Adolescent Development	2
EDU 256	Literature for Children and Adolescents	3
EDU 260	Education and Cultural Diversity	3
EDU 270	Instructional Technology <b>or</b>	3
EDU 451	eMINTS	
Electives	5 hours credit in an upper division Education course	5

**22**

Candidates selection of elective secondary education courses must have the approval of the Department Head.

**Special Education Minor**

**A Minor in Special Education** requires a minimum grade of “C” earned in 21 credit hours of Special Education courses. Approved courses include:

SE 153	Practicum in Special Education	1
SE 154	Practicum in Special Education	2
SE 221	Education of Exceptional Children *	3
SE 350	Language Development	3
SE 404	Assessment of Abilities & Achievement **	3
SE 408	Reading Assessment and Intervention for Exceptional Students**	3
SE 409	Teaching Math to Exceptional Students**	1
SE 410	Consultation and Counseling Techniques for Teachers	3
SE 411	Methods and Materials: Mild/Moderate Disabilities**	3
SE 412	Career Education/Transition	3
SE 413	Introduction to Cross Categorical *	3
SE 432	Behavior Management Principles and Techniques**	3
SE 438/439	Seminar in Special Education Topics (May be repeated)	1-3
SE 450	Advanced Practicum in Special Education	1-2
SE 451	Advanced Practicum in Methods and Materials**	1
SE 452	Advanced Practicum in Math for Exceptional Learners**	1

\* These courses are required for all Special Education Minors

\*\* These courses require admission to the Teacher Education Program

# HEALTH AND PHYSICAL EDUCATION

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**Professor:**

Kern, James

**Assistant Professor:**

Kish, Chad

**Instructor:**

Moseley, Crystal

## General Education Program

Lincoln University has chosen to include an Institutional General Education Requirement in Lifetime Wellness of 3 credit hours in the area of Health and Physical Education. This requirement includes 2 credit hours of Personal and Community Health and 1 credit hour in Physical Education Activity. Only 100 level PED activity courses will satisfy the Area 9 activity requirements.

## Mission

The mission of the general education curriculum in the Health and Physical Education Program is to provide students with the knowledge and skills necessary to promote Lifetime Wellness.

## Objectives

The specific objectives of the Health and Physical Education Program are to ensure that students graduating meet the following competencies.

The students will be able to

1. understand why and how they can protect and improve their personal health and the health of their community
2. understand the functions and interrelatedness of the physical, mental, emotional, social, spiritual, environmental, and societal dimensions of wellness
3. develop an appreciation for lifetime wellness activities by fully engaging in an activity of their choice
4. acquire/develop knowledge and skills needed for enhancing their quality of life
5. demonstrate responsibility for their well being

Physical education activity courses are classified into Fitness Activities or Lifetime Activities. Fitness Activities are courses designed to improve physical fitness during the time frame in which the class is offered. Lifetime Activities are courses designed as introductory classes to develop skills in order for students to enjoy the activity throughout their lives.

Students with physical limitations should consult with the Chair of the Department of Education prior to enrolling in physical education activity courses. Appropriate courses for these students will be determined on an individual basis.

## Course Descriptions

Listed courses may not be taught every semester or every year. Physical Education area advisors have information about projected course offerings for a semester/year.

### Course to Fulfill Health Requirement

- PED 111 PERSONAL AND COMMUNITY HEALTH.** (2). Promotes attitudes, habits, skills, and values leading to happy, efficient and healthy living. Develops understanding of why and how to protect and promote personal health and a healthy world community.

### Courses to Fulfill Activity Requirement

#### Fitness Activities

- PED 103 MILITARY PHYSICAL FITNESS TRAINING.** (1). Designed to improve overall physical fitness and wellness of participants. To include but not limited to strength training, running, swimming, foot marching with pack, and team sports events.
- PED 120 HIGH/LOW IMPACT AEROBICS.** (1). The development of an individualized cardiovascular fitness program through movement exploration and dance activities.
- PED 121 STEP AEROBICS.** (1). The development of an individualized cardiovascular fitness program through movement exploration and dance activities utilizing steps.
- PED 122 MODERN DANCE.** (1). An introduction to basic dance techniques and the kinesthetic awareness of body position and action through body placement.
- PED 123 WEIGHT TRAINING.** (1). Fundamentals and practice of resistance exercise techniques as employed for development of muscular strength and endurance.
- PED 124 WALKING.** (1). Attainment of optimum physical fitness through walking programs. An introduction to walking as a mode of promoting physical fitness to include fitness concepts.
- PED 126 JOGGING/RUNNING.** (1). Attainment of optimum physical fitness through jogging/running programs.
- PED 127 FITNESS ACTIVITIES.** (1). Development/maintenance of optimum physical fitness through a variety of vigorous activities. To include but not limited to weight training, continuous games/sports, aerobic dance, power walking, jogging/running, etc.
- PED 140 TOPICS IN FITNESS ACTIVITIES.** (1). Any fitness activity not otherwise included in the curriculum upon expression of mutual interest by students and faculty.

#### Lifetime Activities

- PED 150 SWIMMING.** (1). For non-swimmers. Emphasis on personal adjustment to the water, basic strokes and fundamentals of watersafety.
- PED 151 FOLK, SOCIAL, AND SQUARE DANCE.** (1). Beginning study of folk, social, and square dance through participation.

- PED 152 CYCLING.** (1). Attainment of fitness through cycling. Introduction to bicycle touring and racing. Course will utilize multi-gear bicycles. Students must supply their own bicycles.
- PED 154 GOLF.** (1). Designed for the beginner. Study and practice in the fundamentals of golf.
- PED 155 ICE SKATING.** (1). Designed for the beginner. An introduction to the fundamentals of ice skating.
- PED 156 BACKPACKING.** (1). An introduction to the general concepts of backpacking and outdoor education with emphasis on hiking.
- PED 157 BADMINTON/RACQUETBALL.** (1). Introduction to the skills, strategies, and fundamentals of badminton and racquetball.
- PED 158 PICKLEBALL/TENNIS.** (1). Introduction to the skills, strategies, and fundamentals of pickleball and tennis.
- PED 160 BOWLING.** (1). Introduction to the skills, strategies, and techniques of bowling.

## **Professional Health and Physical Education Programs**

### **Mission**

The mission of the Health and Physical Education Program is to prepare professionals who are knowledgeable, passionate (about students, content, and teaching), and committed to providing the highest quality education for every one of their students.

The Health and Physical Education faculty will provide opportunities to expand our students' experiences with and understanding of diverse populations and settings, to help them develop their gifts and talents, to challenge their intellects, to help them become reflective practitioners, and to prepare them for the responsibility and the trust that will be placed in their hands as teachers and other professionals within the schools.

In order to fulfill this mission, the Health and Physical Education Program commits itself to honoring Lincoln University's historic mission, and to providing its students with Council for the Accreditation of Educator Programs (CAEP) accredited programs that incorporate small class size, supportive faculty, up-to-date instruction (including technology), and extensive experiences in schools integrated throughout its programs.

### **Degrees Offered**

**Bachelor of Science in Education with a major in Physical Education**

The Bachelor of Science in Education degree with a major in Physical Education is awarded to students who complete the Physical Education Teacher Education curriculum, as well as required courses in the Lincoln University Department of Education, and required General Education courses. The Physical Education Teacher Education curriculum is designed to provide (a) quality professional preparation for entry-level Physical Education teaching positions, and (b) educational experiences that enable undergraduates to successfully compete for admission to graduate programs.

The Physical Education Teacher Education curriculum is approved by the Council for the Accreditation of Educators Programs (CAEP) and the Missouri Department of Elementary and Secondary Education (DESE).

Students prepare to teach physical education in grades K-12. The systematic study of teaching and learning theory is accompanied by supervised laboratory and practicum

experiences where theoretical concepts can be applied in face-to-face interactions with pupils.

The Physical Education Teacher Education curriculum addresses the intellectual, social, emotional and physical dimensions of self as they relate to physical activity. It places emphasis on the health enhancement and wellness aspects of human movement arts and sciences. Focus of the curriculum on wellness as a value in life enhances critical thinking, decision making, and problem solving skills regarding healthy lifestyles.

## **Objectives and Assessment**

**Objective 1.** Students demonstrate knowledge of human movement from historical, philosophical, sociological, psychological, and biomechanical perspectives as follows:

- PRAXIS II exit examination

- Assessments embedded in course work

**Objective 2.** Students demonstrate proficiency in a variety of movement forms by performing skills competency tests as part of the requirements for PEP 3784.

**Objective 3.** Students demonstrate they have designed and implemented an appropriate individual physical fitness program through the following assignments.

- Physical fitness profile (PEP 201)

- Individual fitness program (PEP 201)

- Nutrition analysis (PEP 201)

**Objective 4.** Students demonstrate attributes which identify a physical educator as a professional as follows:

- Professional resume (PEP 200)

- Student Teaching Dispositions Assessments

- Three faculty recommendations required for admission to Teacher Education program

**Objective 5.** Students demonstrate appropriate and effective planning, implementation, and evaluation as they teach movement arts and sciences to a diverse student population in the following ways:

- Teaching assignments, including lesson plans and videotapes of their teaching with peers and/or school children (EDU 417P, 417Q, PEP 410)

- Student teaching evaluations

## **Requirements for Certification in Physical Education K-12**

Lincoln University General Education curriculum

PEP 200, 201, 205, 301, , 307, 312, 320, 350, 360, 372, , 378, 379, 380, 381, \*406, 410 and 420.

\*Note: PEP 406 is the designated writing intensive course for Physical Education Teacher Education.

EDU 202, 204, 322, 417P, 417Q, 420, 475, 476, 477 and SE 221.

A program leading to K-12 certification requires 124 credit hours.



## Minor in Physical Education

For students seeking a K-9 minor to complete their elementary teacher certification, a grade of “C” or better in the following courses (22 credit hours) is required for completion of an Elementary Physical Education minor: PEP 200, 201, 205, 301, 350, 372, 406, 420, and EDU 417P. Student teaching (EDU 476) is required for certification in physical education.

## Course Descriptions

Listed courses may not be taught every semester or every year. Physical Education area advisors have information about projected course offerings for a semester/year.

- PEP 200 FOUNDATIONS OF PHYSICAL EDUCATION AND WELLNESS.** (3, fa, sp). Introduction to physical education and wellness. Topics may include history, philosophy, scientific principles, goals and objectives, leadership and related career opportunities in physical education and wellness.
- PEP 201 NUTRITION, FITNESS AND CONDITIONING.** (3, fa, sp). Introduction to theories, concepts, principles, assessments, modes, and training techniques underlying the development of fitness and wellness. Includes a laboratory component. Prerequisite:-
- PEP 205 CPR/SAFETY AND FIRST AID.** (2, fa, sp). Provides knowledge/skill techniques in basic first aid, personal safety, and athletic injuries. Meets requirement of American Red Cross certification for First Aid and Adult/Child CPR. Requires students to serve in the athletic training room as a lab.
- PEP 210 PHYSICAL EDUCATION FOR THE ELEMENTARY CLASSROOM TEACHER.** (1, fa). An introduction to developmentally appropriate physical education for students majoring in elementary education and special education. Includes basic content and pedagogical techniques in physical education.
- PEP 301 KINESIOLOGY.** (3, sp). Investigation of the mechanics, structure, and function of human motion. Emphasis placed on analysis of movement as it relates to physical activity and skill performance. Prerequisite: a science course.
- PEP 307 PSYCHOLOGICAL/SOCIOLOGICAL ASPECTS OF PHYSICAL EDUCATION.** (3, sp) Assists Physical Education students to understand the psychological and sociological aspects and their effects on human performance and communities as they relate to physical education and athletics
- PEP 312 MOTOR LEARNING.** (≥ 3, fa). Introduction to principles related to the teaching, learning and performance of motor skills. Emphasis is on the application of this knowledge to teaching and learning strategies for motor skill acquisition.
- PEP 320 ASSESSMENT IN PHYSICAL EDUCATION.** (3 ≥, every third semester,). Basic measurement and evaluation theory and application to appropriate selection, construction, administration, and interpretation of measurement/evaluation instruments for physical education with emphasis on alternative and authentic assessment. Prerequisites: grade of “C” or better in PEP 200. -

- PEP 350 BASIC PHYSICAL EDUCATION METHODOLOGY.** (1, fa). This course deals with the development of methodology used in physical education in K-12 public school settings. Prerequisite: PEP 200 and at least sophomore standing (30 credit hours).
- PEP 360 EXERCISE PHYSIOLOGY.** (3, fa). A study of cardiovascular, pulmonary and muscular systems as they relate to dynamics of exercise. Prerequisites: grade of "C" or better in PEP 201.
- PEP 365 TOPICS IN COACHING.** (2). Methods of teaching skills and conducting practices, and organization and preparation for competition in selected sports. Offered upon expression of mutual interest by students and faculty.
- PEP 372 INSTRUCTION AND ANALYSIS IN Movement and Rhythms .** (3, every third semester). Future physical educators will acquire fundamental knowledge and skills for planning and teaching rhythms, games, tumbling, and other developmentally appropriate movement activities for elementary school. Prerequisite. Includes 10 clinical hours in K-12
- PEP 378 INSTRUCTION AND ANALYSIS IN LIFETIME ACTIVITIES AND DANCE** (3), every third semester. Future Physical Education educators will develop content and pedagogical skills and knowledge in Lifetime Activities and Dance. Students will also develop the skills and knowledge essential for teaching, analyzing, and developing students' ability in the activities and dance. This course will include terminology, etiquette, techniques, and strategies for each activity and dance.
- PEP 379 INSTRUCTION AND ANALYSIS OF INDIVIDUAL AND TEAM SPORTS** (3, every third semester). Future Physical Education educators will develop content and pedagogical skills and knowledge in individual and team sports. Students will also develop the skills and knowledge essential for teaching, analyzing, and developing students' ability in individual and team sports. This course will include rules, terminology, drills, and strategies of each sport. Includes 10 clinical hours in K-12.
- PEP 380 CARE OF ACTIVITY/SPORT INJURIES – UPPER BODY.** (2, sp) Lecture, demonstration and practice of the techniques used in the care and prevention of athletic injuries on the upper body.
- PEP 381 CARE OF ACTIVITY/SPORT INJURIES – LOWER BODY.** (2, fa) Lecture, demonstration and practice of the techniques used in the care and prevention of athletic injuries on the lower body.
- PEP 406 CURRICULUM DESIGN IN PHYSICAL EDUCATION.** (2, every third semester). Introduction to curriculum and program design covering all facets of physical education in the public school setting. This course designated writing intensive. Prerequisite: Consent of instructor, grade of "C" or better in EDU 417P or 417Q ,
- PEP 410 PHYSICAL EDUCATION STANDARDS, LAW AND MANAGEMENT.** (3, every third semester). Prepares Physical Education Teacher Education candidates to successfully complete Teacher Education portfolio requirements. Includes
- PEP 420 ADAPTED PHYSICAL EDUCATION.** (3, every third semester). Designed to prepare physical education generalists with knowledge and skills needed to plan and implement appropriate physical education programs for individuals having special needs. Prerequisites: grade of "C" or better in PEP 200, 201, 311 and 350.

**PEP 480****SPECIAL TOPICS IN PHYSICAL EDUCATION AND WELLNESS.**

(2). Provides professional physical education and wellness students with courses which will provide research into current issues and trends in the area of physical education and wellness.

**Degree Pathway  
Leading to a Bachelor of Science in Education  
Physical Education Emphasis**

<b>First Semester</b>		<b>Hrs.</b>	<b>Second Semester</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
PEP 200	Found. of PE	2	MAT 112/113	App. or College Algebra	3
ENG 101	Comp. and Rhet. I	3	BIO 103	Prin. of Biology	3
PEP 205	CPR, Safety and First Aid	2	BIO 104L	Prin. of Biology Lab	1
PED 1XX	PE Activity	1	EDU 260	Educ. and Cultural Diversity	3
PEP 201	Nut., Fit. & Exercise	3	PEP 111	Pers. & Comm. Health	2
PSY 101	General Psychology	3			
<b>TOTAL:</b>		<b>15</b>	<b>TOTAL:</b>		<b>15</b>
<b>Third Semester</b>		<b>Hrs.</b>	<b>Fourth Semester</b>		<b>Hrs.</b>
SPT 206	Fund. of Speech	3	PEP 301	Kinesiology	3
SA 200	Am. Diversity or other diversity option	3	EDU 204	Educ. Psychology	3
PEP 312	Motor Learning	3	EDU 202	Obs. in Education	1
BIO 208	Human Anat. & Phys. with lab	5	PEP 375	I/A Movement/Rhythms or	3
209L			PEP 378	I/A Lifetime Act./Dance or	
			PEP 379	I/A Ind. & Team Sports	
SA 201, 202	Intro. to Soc/Anthro, The Family or	3	SE 221	Educ. of Except. Child	3
SOC 301 or ECO 201	Macroeconomics				
			PEP 307	Psy./Soc. of Phys. Activity	3
			PE 350	Basic P.E. Method.	1
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>17</b>
<b>Fifth Semester</b>		<b>Hrs.</b>	<b>Sixth Semester</b>		<b>Hrs.</b>
PEP 360	Exercise Physiology	3	HIS 102	World Civ. II	3
PEP 381	Sports Inj. – Lower Body	2	PEP 380	Sports Inj. – Upper Body	2
PEP 410	P.E. Stand Law Mgt. or	2/3	PEP 410	P.E. Stand Law Mgt. or	2/3
PEP 406	Curric. Design in PE or		PEP 406	Curric. Design in PE or	
PEP 420	Adapted PE		PEP 420	Adapted PE	
PEP 320	Psych. of Dev. or	3	PEP 320	Psych. of Dev. or	3
EDU 417P	M/M/O: Elem. or		EDU 417P	M/M/O: Elem. or	
EDU 417Q	M/M/O Sec.		EDU 417Q	M/M/O Sec.	
PEP 372	I/A Mov./Rhythms or	3	ART,	Art, music, theater	3
PEP 378	I/A Lifetime Act./Dance or		MUS, SPT or ENG	appreciation, literature or philosophy	
PEP 379	I/A Ind. & Team Sports		PHI		
ART, MUS, SPT or ENG PHI	Art, music, theater appreciation, literature or philosophy	3	EDU 322	Adol. Development	2
<b>TOTAL:</b>		<b>16/17</b>	<b>TOTAL:</b>		<b>15/16</b>

Seventh Semester		Hrs.	Eighth Semester		Hrs.
HIS 205	U.S. History II or	3	EDU 475	Sem. in Student Tchg.	2
PSC 203	Am. Nat'l Gov't				
PEP 320	Assess in PE <b>or</b>	3	EDU 476	Student Tchg. Elem.	5
EDU 417P	M/M/O: Elementary <b>or</b>		EDU 477	Student Tchg. Sec.	5
EDU 417Q	M/M/O Secondary				
PEP 410	PE Stand. Law Mgt. <b>or</b>	2/3			
PEP 406	Curric. Design in PE <b>or</b>				
PEP 420	Adapted P.E.				
PEP 372	I/A Mov./Rhythms <b>or</b>	3			
PEP 378	I/A Lifetime Act./Dance <b>or</b>				
PEP 379	I/A Ind. & Team Sports				
EDU 420	Tchg. Rdg in Content Area	3			
<b>TOTAL:</b>		<b>14/ 15</b>	<b>TOTAL:</b>		<b>12</b>

**Total Required Hours -121-124**

## Health Certification

### *Certification Requirements for Teachers of Health Education in Missouri*

Certification to teach Health in the public schools of Missouri can be obtained from DESE by supplementing teaching degree programs in Education with courses in the following areas:

		PK-9	9-12	PK-12
1	Human Anatomy and Physiology (BIO 208 or PEP 301 and PEP 360)	3	3	3
2	Nutrition (AGR 303A)	3	3	3
3	Drug Education (PED 413)	2	2	2
4	Personal Health (PED 111)	2	2	2
5	Mental Health (PED 414 or PSY 202)	2	2	2
6	Family Life/Sex Education (SOC 301 or PED 413)	3	3	3
7	Safety and First Aid (PEP 205)	2	2	2
8	Community Health (PED 411)	2	2	2
9	Methods in Health PK-9 (EDU 417H)	2	0	2
10	Electives in Health (SOC 406, SOC 409, PEP 201)	<u>1</u>	<u>12</u>	<u>12</u>
<i>Total Credit Hours</i>		22	31	33

## **Minor in Health Education for Elementary Education Majors**

The Health and Physical Education Program in the Department of Education offers a minor in Health Education for Elementary Education majors consisting of 21 hours from the PK-9 list of subject areas for teacher certification in Health. The above list of courses satisfies these state requirements for certification, and obtaining a “C” or better in the respective topic area courses will fulfill a minor in Health Education. We don’t have this minor anymore do we?

### **Objectives**

Students will:

1. be able to deliver to an elementary classroom comprehensive health instruction, including, specifically, drug and alcohol abuse prevention education and AIDS prevention education.
2. develop an understanding of Missouri’s Coordinated School Health Program and the Center for Disease Control and Prevention’s definition of Comprehensive School Health Instruction.
3. develop an understanding of why and how they can protect and improve their personal health and the health of their communities.
4. understand the functions and interrelationship of the physical, mental, emotional, social, spiritual, environmental, and societal dimensions of wellness and develop an appreciation for lifetime wellness activities.

### **Course Descriptions**

Listed courses may not be taught every semester or every year. The Program Coordinator and Health advisors have information about projected course offerings for a semester/year.

**PED 411 SCHOOL AND COMMUNITY HEALTH.** (2, fa, even). Teachers’ roles in promoting health and preventing disease through Comprehensive School Health Program. Integrating health into the classroom. Maximizing

**PED 415 TOPICS IN HEALTH.** (2). More in-depth study of specific health areas according to student interest (e.g., disease prevention and treatment, war and peace, global warming and world health).

**PED 417 DRUG AND SEX EDUCATION.** (3, every third semester) Course provides an understanding of the use and abuse of legal and illegal drugs. Course also focuses on public issues surrounding human sexuality. Controversial issues relating to public /social policy, prevention/ treatment , intimate behaviors, reproduction/disease, and social issues are discussed.

**PED 418 STRESS, MENTAL, EMOTIONAL AND SPIRITUAL WELLNESS** (3, every third semester) Course provides an understanding of stress, its causes/consequences, and an opportunity to personally apply stress management techniques in a variety of settings. Course also focuses on perspectives and tools to assist people in achieving mental, emotional and spiritual wellness.

**PED 420 EXERCISE PRESCRIPTION FOR INDIVIDUALS WITH SPECIAL NEEDS** (3, every third semester) Designed to prepare wellness majors with knowledge and skills needed to plan and implement appropriate physical activities for individuals with special needs.

**PED 422 DRUG AND SEX EDUCATION** (3, every third semester) Course provides an understanding of the use and abuse of legal and illegal drugs. course also focuses on public issues surrounding human sexuality. Controversial issues relating to public/social policy, prevention/treatment, intimate behaviors, reproduction/disease, and social issues are discussed.

# WELLNESS

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## **Mission**

Lincoln University's B.S. in Wellness degree is an interdisciplinary blending of coursework and learning experiences in seven Wellness areas: physical, mental, emotional, social, spiritual, vocational and environmental. Graduates with this degree often seek and find work in diverse areas from corporate wellness to retirement centers, from YMCAs to governmental agencies, and from church camps to private consulting.

## **Degrees Offered**

Bachelor of Science in Wellness

## **Objectives**

All students completing the Wellness degree program will be able to:

1. demonstrate an understanding of the interdependence among all living organisms and their environments
2. evaluate and promote methods for enhancing well-being from the personal level to the international level
3. network and collaborate with other Wellness professionals with understanding and expression

## **Assessment Program**

Assessment measures allow students and faculty to determine whether students have met the objectives of the program. The Wellness faculty has spread its assessment measures throughout the degree program so that students can receive periodic reports of their progress and follow-up advice.

The primary measures of assessment are:

1. earning a "C" or better in all of the required courses
2. earning a "B" or better for the Wellness Program Design Delivery Portfolio at the completion of WEL 406
3. completing the internship/practicum experience with a "B" or better in WEL 495

## **Computer Skills Requirement**

Students must complete EDU 270 Instructional Technology or a comparable computer science class.

## Course Descriptions

Listed courses may not be taught every semester or every year. The area coordinator and/or Wellness advisors have information about projected course offerings for a semester/year.

**WEL 405 PROGRAM DESIGN IN WELLNESS.** (2, fa, odd). Course uses the Program Design Wheel of assessing needs, determining goals, building Wellness programs, hiring staff, advertising for and recruiting participants, budgeting, delivering programs, evaluating programs, and reassessing needs.

**WEL 406 WELLNESS PROGRAM DELIVERY.** (2, sp even). This course gives students practice implementing small Wellness Programs on campus and in the community. Some examples include fitness testing, relaxation, stress management, sex education, nutrition, and health fairs.

**WEL 407 PROGRAM DESIGN AND DELIVERY IN WELLNESS.** (3, every third semester). Course uses and implements the program design wheel of assessing needs, determining goals, building wellness programs, hiring staff, advertising for and recruiting participants, budgeting, delivering programs, evaluating programs, and reassessing needs.

**WEL 495 WELLNESS PRACTICUM/INTERNSHIP.** (4). Students are placed with a Wellness Program Facility (e.g., YMCA, hospital-based program, nursing home) to work 10-20 hours each week under joint supervision of the facility and the students' advisor.



**Degree Pathway  
Leading to a Bachelor of Science in Wellness**

<b>First Semester</b>		<b>Hrs.</b>	<b>Second Semester</b>		<b>Hrs.</b>
GE 101	University Seminar	1	ENG 102	Comp. and Rhet. II	3
PHI 201	Religions of the World	3	HIS 102	World Civ. II	3
ENG 101	Comp. and Rhet. I	3	ENV 103	Environ. Science	3
BIO 103 104L	Prin. of Biology w/Lab	4	MAT 117	ACT determines math placement	3
PSY 101	General Psychology	3	SPT 206	Fund. of Speech	3
PED 111	Personal & Comm. Health	2			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>
<b>Third Semester</b>		<b>Hrs.</b>	<b>Fourth Semester</b>		<b>Hrs.</b>
ART, MUS, SPT or ENG	Art, music, theater appreciation or literature	3	HIS 206 PSC 203	U.S. History II or Amer. Nat'l Gov't	3
SA 200	American Diversity or other diversity option	3	SOC 301	The Family	3
PED 411	School/Comm. Health	2	PED 412	Sex Education	2
PED 1XX	P.E. Activity	1	PEP 301	Kinesiology	3
PEP 201	Nut., Fit. & Exercise	3	AGR 303A	Human Nutrition	3
PEP 205	CPR, Safety & First Aid	2	PEP 200	Found. of P.E. & Wellness	2
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>16</b>
<b>Fifth Semester</b>		<b>Hrs.</b>	<b>Sixth Semester</b>		<b>Hrs.</b>
PEP 360	Exercise Physiology	3	PHI 303	Healthcare Ethics	3
PSY 303	Social Psychology	3	PSY 308	Dev. Psychology	3
PED 413	Drug Education	2	PED 414	Mental, Emot, Spiritual Wellness	2
SOC 302+	Sociology 302 or Higher	3		Elective	3
EDU 270 or CS 103	Instr. Tech. or Intro to MS Office Apps	3		Elective	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>
<b>Seventh Semester</b>		<b>Hrs.</b>	<b>Eighth Semester</b>		<b>Hrs.</b>
PED 416	Stress Mgmt.	2	WEL 406	Prog. Delivery/ Wellness	2
WEL 405	Prog. Design/Wellness	2	WEL 495	Wellness Internship	4
	Elective	3		Elective	3
	Elective	3		Elective	3
	Elective	3		Elective	3
	Elective	3		Elective	1
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>16</b>

**Total Required Hours -121**

# SCHOOL OF NURSING

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Ann Marie E. McSwain, DHA, MSN, RN, Dean  
100 Elliff Hall  
(573) 681-5421

## **Faculty**

### **Professors:**

Bickel, Linda

### **Associate Professors:**

Douglas, Darla

Heyen, Ann

McSwain, Ann

### **Assistant Professors:**

Becherer, Vicky

Brashear, Donna

Bredeman, Abbie

Davis, Karen

Garfias, Paula

Grube, Jeffrey

Lane, Barbara

Lockhart, Jenny

McCord, Jennifer

Parker, Brandy

Stone, Sandra

Sullivan, Kellie

Titus, Megan

### **Instructors:**

Anderson, Jana

Feutz, Grace

Harris, Sean

Nolph, Michelle

Owen, Junette

Wieberg, Lisa

Ziervogel, Deborah

## **Degrees Offered**

Bachelor of Science in Nursing

Associate of Applied Science in Nursing

RN-Bachelor of Science in Nursing

# NURSING

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## Mission

The School of Nursing faculty function within the general framework and policies of Lincoln University, reflecting the mission of the University in the philosophical statements regarding person, nursing, and nursing education. This vision reflects responsiveness to the educational needs of our students as well as the provision of service to the state and nation.

## Introduction

The School of Nursing at Lincoln University offers three program options to help one reach their nursing goals.

1. The Associate of Applied Science (AAS) in nursing program is offered at the Fort Leonard Wood Campus and is designed for entry into nursing practice.
2. The Baccalaureate (BSN) program consists of two options:
  - a. The 4-year BSN program option and
  - b. The RN-BSN program option.

Both BSN program options are designed for professional nursing practice. The BSN program option is offered at the Jefferson City Campus, while the RN-BSN program option is offered online. The AAS in nursing and the BSN program options are accredited by the Accreditation Commission for Education in Nursing (ACEN). The ACEN can be contacted at 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326. Telephone number: 404-975-5000 Website: [www.acenursing.org](http://www.acenursing.org)

## Nursing Education

Nursing education is a dynamic teaching-learning process involving active participation by both faculty and student. The faculty presents opportunities for students to acquire the knowledge, skills, and attitudes essential to provide holistic nursing care. Nursing education integrates knowledge from the liberal arts and sciences, enhancing critical thinking through utilization of a broad knowledge base. The American Nurses Association (ANA, 2015) publication, *Scope and Standards of Practice* provides guidelines for associate degree nursing education and practice; whereas, the baccalaureate program utilizes, *The Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2008) to prepare baccalaureate nurses for professional role sets. The AAS and BSN programs establish the foundation required for continued education within the discipline of nursing.

The purpose of associate degree in nursing program (offered only at the Fort Leonard Wood campus) is to prepare graduates who apply the nursing process in the provision of direct nursing care in diverse settings where policies and procedures are specified and guidance are available. Emphasis in the program is placed on development of competencies essential to the practice of AAS Nursing as defined by the ANA, 2015 , *Scope and Standards of Practice*. The associate degree nursing graduate is prepared to function as a provider of care, a member of the profession and a manager of care in acute and community based settings.

The purpose of the BSN program is to prepare graduates for professional nursing practice. The purpose of the RN-BSN program is preparation of registered nurses for professional nursing practice. The nurse prepared at the baccalaureate level is a professional who has acquired a well-delineated and broad knowledge base for practice. Emphasis within the program is placed on role development and the *Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2008). The baccalaureate graduate is prepared to provide, manage, design, and coordinate care for individuals, families, groups, communities, and/or populations in diverse settings. In addition, the baccalaureate graduate is a member of the profession. The BSN program establishes the foundation required for continued education within the discipline of nursing.

## **Degrees Offered**

### **Associate of Applied Science in Nursing**

The AAS in Nursing Program is fully approved by the Missouri State Board of Nursing and fully accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA, 30326, (404-975-5000).

### **Bachelor of Science in Nursing**

The BSN Program is fully approved by the Missouri State Board of Nursing. Both the BSN and RN-BSN Program options are fully accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road, NE Suite 850, Atlanta, GA, 30326, (404-975-5000).

## **Associate of Applied Science in Nursing**

In 1969 Lincoln University began the AAS in nursing program on the main campus in Jefferson City. In 1989 the AAS in nursing program satellite campus was initiated in Fort Leonard Wood to meet the educational needs of active duty military personnel and their family members. This undergraduate nursing program is the only known civilian- nursing program offered on a U.S. military installation. This AAS in program is taught on a part-time basis in the evening. Further information can be obtained from the Fort Leonard Wood campus office at 573-329-5160 or flw@lincolnu.edu.

## **End of Program Student Learning Outcomes**

The end of program student learning objectives of the AAS in Nursing are to prepare successful students to:

1. Utilize the nursing process / clinical decision making through assessment of data, identifying a diagnosis, planning and implementing interventions for problems, and evaluation of the plan to reach client specific measurable outcomes.
2. Demonstrate effective written, verbal and non-verbal communication including information technology with the client, significant support person(s), members of the healthcare team and community agencies.
3. Develop, modify, and evaluate individualized teaching plans to promote and maintain health and reduce risk to the client and significant support person(s) within the healthcare environment.

4. Collaborates with other health care providers in their approach to holistic, client-centered, culturally competent care across health care settings to meet client needs.
5. Demonstrates use of evidence-based practice nursing care for an individual or group of clients within and across healthcare settings to meet client goals, promote health, and sustain nursing services that are safe, effective, and fiscally responsible.
6. Demonstrate professional behavior and leadership abilities by demonstrating accountability for his / her actions and by practicing within the ethical, legal and regulatory framework of nursing.
7. Demonstrates the use of evidence based practice and patient centered care that reflects the skills, knowledge, and critical thinking needed to provide the safety and quality of care through the use of informatics, teamwork, and continuous quality improvement measures.

## **Assessment Program**

Assessment measures allow students and faculty to determine the degree of success that students have in meeting program and student learning outcomes. Formative and summative assessment measures such as student performance rubrics, surveys and standardized nursing exams are used during the nursing program. Student results are analyzed to determine program strengths and weaknesses. Based on this analysis, curriculum or program revisions are made to enhance student learning. Additionally, based on individual student performance on standardized nursing exams, supplemental instruction will be required in preparation for the national licensure exam.

## **Admission Criteria**

The Lincoln University School of Nursing has a selective admission procedure. Enrollment is limited to 40 students each year during the fall semester. The Lincoln University Undergraduate Admission Application form can be obtained from the Fort Leonard Wood Campus Office located at 4904 Constitution Street, in the Truman Education Building on Fort Leonard Wood Army base or online. Students interested in the AAS in Nursing program at Fort Leonard Wood can find additional information online.

After completing the Lincoln University Undergraduate Admission Application, the applicant should contact the Fort Leonard Wood Campus office at 573-329-5160 or [flw@lincolnu.edu](mailto:flw@lincolnu.edu) and attend an AAS Informational Session online or in person and then meet with a nursing academic advisor. The faculty advisor in the department will provide more specific information about the program and the nursing admission procedure.

To be considered for admission to the AAS in nursing, the applicant must:

1. have completed an application to Lincoln University and received a letter of admission.
2. complete prerequisite courses and have a GPA of 2.75 in the following prerequisite courses with no less than a grade of “C” in any one course
  - ENG 101: Composition & Rhetoric I (3 credit hours)
  - PSY 101: General Psychology (3 credit hours)
  - BIO 208/209L: Human Anatomy and Physiology (5 credit hours)

3. have placed in MAT 111 on Lincoln University mathematics placement exam, completed MAT 51 or higher with a grade of C or better, or transferred the equivalent or higher from an accredited university or community college.
4. have met the minimum required score on the nursing entrance exam. Current testing requirements can be found online and via the current AAS brochure.
5. submit 3 letters of reference using departmental forms.
  - 1) One letter of reference must be from a work supervisor, if employed in the past year.
  - 2) If a graduate from an LPN Program in the past 5 years, provide a reference from an LPN instructor.
  - 3) Transfer students from other nursing programs need at least 1 letter from an instructor.
6. complete a departmental application.
7. have a GPA of at least 2.0 and be in good academic and non-academic standing.

The student is responsible for contacting the Fort Leonard Wood Campus office at (573) 329-5160 to make sure their application and references have been received and their admission packet is completed by the deadline. The student is responsible for providing and maintaining a current address and contact numbers to the School of Nursing - Fort Leonard Wood Campus.

After the above criteria are met, the admissions committee will review the applicant's admission criteria and file for acceptability. All applicants are notified in writing by the admission committee of their acceptance, rejection, or placement on a waiting list. If the application process is not completed, a new application packet must be submitted for consideration the next year.

Student transcripts must reflect completion of pre-requisite and/or required courses with a "C" or above on the first or second attempt to be admitted. Registration in a course and then subsequently withdrawing (W) is considered one attempt. If the student has received a D, F, or W in pre-requisite and/or required courses on the second attempt the student must wait five years to apply to the nursing program. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception.

Applicants who are accepted into the AAS in Nursing are requested to confirm, in writing, their enrollment plans. Applicants accepted to begin the AAS in Nursing will receive orientation information from the School of Nursing - Fort Leonard Wood Campus office. Applicants accepted into the program must attend a mandatory new nursing student orientation held during the summer.

Prospective nursing students are advised to familiarize themselves with the **Missouri Statutes**, 335.066 as excerpted from the **Missouri Nurse Practice Act**. This section identifies criteria the Missouri State Board of Nursing may use to deny licensure. According to Missouri Statute 335.046 (2014), "the applicant shall be of good moral character and have completed at least the high school course of study or the equivalent thereof as determined by the state board of education, and have successfully completed the basic professional curriculum in an accredited or approved school of nursing and earned a professional nursing degree or diploma."

In addition, information regarding the policies and procedures of the nursing program, including the Safe Nursing Practice Policy, is made available to the student at the AAS Informational Session in person and online. The AAS Student Handbook is available online to nursing students beginning the nursing program.

## **Admission as a Transfer Student**

Transfer credits from other colleges and universities will be evaluated on an individual basis for equivalency to current program requirements. Only courses completed with a grade of "C" or better will be considered for transfer.

Students requesting transfer into the program must complete the nursing "Admission Criteria" as outlined above.

Required courses in the social and biological sciences form the basis for making nursing judgments. The nursing faculty, therefore, reserves the right to require students to re-take any course when credit was earned several years prior to enrollment in the AAS in Nursing.

## **Admission as a Licensed Practical Nurse (LPN)**

LPN's must complete the nursing "Admission Criteria" as outlined above and maintain a current Missouri license in good standing throughout the AAS nursing program. LPN's may choose to attempt advanced placement into the program (See below) or may choose to apply to the program starting in the fundamentals course, NUR 101.

## **Advanced Placement as a Licensed Practical Nurse (LPN)**

Admitted LPNs with an undisciplined Missouri license may choose to enroll in NUR 106 Transitions to Professional Nursing to attempt to gain advanced standing in the program. NUR 106 is an online bridge course, which is offered during the second eight weeks of the spring semester only. Based on individual student achievement on the departmental nursing tests in NUR 106, students may be able to earn credit for the first year of nursing courses (maximum of 18 credit hours).

Students achieving credit by exam may enroll in nursing courses based on space available and by satisfactory completion of pre-requisite courses.

## **Clinical Requirements**

Nursing students are required to meet health requirements established by the University. All applicants accepted for admission to the AAS in Nursing must be physically and mentally healthy. All nursing students must have a current physical exam within the calendar year prior to starting the first nursing course. Because students obtain clinical laboratory experiences in a variety of area health care agencies, they must assure that they are in good health throughout their enrollment in the AAS in Nursing.

Students must maintain documentation of immunizations/titers (Hepatitis B, DT, MMR, and chickenpox and Mantoux (TB) testing). Students are required to complete any laboratory test(s), including drug screens, as requested by clinical agencies. Due to the nature of clinical experiences and the risk of exposure to illness and injury, all nursing students are encouraged to have health insurance. The cost of treatment for any injury or illness during the program is the responsibility of each student.

Nursing students are required to provide documentation of the American Heart Association Health Care Provider CPR (cardiopulmonary resuscitation) certification prior to beginning clinical nursing courses in the AAS nursing program. Students must maintain current CPR certification throughout their enrollment in the AAS nursing program.

## Criminal Background Checks

All students entering the clinical nursing major will complete the required University's criminal record check at the students' expense. This investigation meets statutory requirements and is to insure students have not previously committed violent crimes against persons. If clinical agencies require reverification, students must complete additional criminal background checks as required by the agencies.

Students must meet the requirements of clinical agencies where Lincoln University participates in clinical experiences. If the results of the criminal records background check reveal a record or conviction, guilty plea or *nolo contendere* plea involving Class A or Class B felonies as listed under Missouri law, the student will not be able to participate in clinical and therefore will not be eligible to be in or to continue in the nursing program.

It is illegal for licensed hospitals, nursing homes and in-home care agencies under contract with the Department of Health and Senior Services to knowingly hire a person for a position for the purpose of having contact with patients or residents if that person is currently on the Employee Disqualification List of the Department of Social Services. If a student is listed on the Employee Disqualification List maintained by the State of Missouri Department of Health and Senior Services, the student will not be able to attend clinical. If the applicant is on the Employee Disqualification List, the applicant may be able to ask for and obtain a waiver from the Department of Health and Senior Services if they feel they are now eligible to be in the nursing program.

## Computer Skills Requirement

Nursing students must be able to utilize university email, on-line course management systems, Internet, and word-processing throughout the nursing program.

## Course Descriptions

Listed courses may not be taught every semester. The department head and departmental advisors have information about projected course offerings for a semester/year.

**NUR 101 NURSING PROCESS I.** (9, fa,). Basic concepts of nursing, nursing skills, scientific principles emphasizing needs common to all people, surgical interventions, and identification and treatment of cellular alterations in varied health care settings. Five hours lecture, twelve hours clinical. Prerequisites: GE 101, BIO 208, BIO 209L, MAT 51, ENG 101 and PSY

101. Corequisite: AGR 303A.

**NUR 103 PSYCHOSOCIAL/GERONTOLOGICAL NURSING PROCESS.** (4, sp). Concepts of psychosocial nursing throughout the lifespan with identification of related alterations and treatments, and concepts of gerontological nursing, applied in varied health care and community settings. Prerequisite: NUR 101 and AGR 303A. Corequisite: PSY 308. Four hours lecture, twelve hours clinical weekly per 8-week session.

**NUR 104 NURSING PROCESS II.** (5, sp). Application of scientific principles and concepts of nursing in providing care to the client with unmet sensory, neurologic, fluid and electrolyte, renal elimination, and mobility needs. Prerequisite: NUR 103. Six hours lecture, twelve hours clinical weekly per 8-week session.

**NUR 106 TRANSITIONS TO PROFESSIONAL NURSING.** (2, sp). Designed for the LPN allowing demonstration of competency in the skills essential to beginning nursing practice and determining placement in the AAS in



Nursing Program. Prerequisite: Current undisciplined Missouri LPN license and admission to AAS in Nursing Program.

**NUR 201 NURSING PROCESS III.** (5, fa.). Application of scientific principles and concepts of nursing in providing care to the client with unmet nutrition, elimination, and regulation needs. Prerequisite: NUR 104, BIO 301, BIO 301L, PSY 308. Corequisite: ENG 102, SA 201. Four hours lecture, twelve hours clinical weekly per 8-week session.

**NUR 202 MATERNAL/CHILD NURSING PROCESS.** (4,fa.). Application of scientific principles and concepts of nursing in providing care to meet the needs of maternity patients and children from birth through adolescence. Prerequisite: NUR 201. Six hours lecture, twelve hours clinical weekly per 8-week session.

**NUR 203 NURSING PROCESS IV.** (5, sp). Differentiation and application of scientific principles and concepts of nursing in providing care to clients with unmet oxygenation, multi-system and critical care needs. Prerequisite: NUR 202, ENG 102, SA 201. Corequisite: PSC 203 or 204; HIS 205 or 206. Six hours lecture, twelve hours clinical weekly per 8-week session.

**NUR 204 NURSING LEADERSHIP.** (4, sp). Application of leadership principles in providing care to clients in and across health care settings, examining legal, ethical, and professional frameworks of nursing. Prerequisite: NUR 203. Four hours lecture and twelve hours clinical weekly per 8-week session. This course is designated writing intensive.

## Progression

Each student must satisfy both theory and clinical requirements of each course before progressing to the next course in the nursing sequence. Comprehensive examinations are administered at the end of each nursing course in the AAS program. Clinical courses include a practicum that must be successfully completed in order to pass the course. Unsatisfactory performance in theory, practicum or clinical will result in failure of the course. The following scale is used to designate the level of performance in required nursing courses: A = 91-100%; B = 83-90%; C = 75-82%; D = 70-74%; F = below 70%. Any student who earns a failing grade in clinical but who has an average of 75% or more in theory will be awarded a grade of "D" for the course.

A grade of "C" or above in a nursing course and the prerequisite non-nursing courses is necessary for progression to the next course in the nursing sequence. Students who receive a grade below "C" (75%) must apply for readmission to the program.

Students who twice enroll, within the past five years, in any course required for the nursing degree and do not receive a grade of "C" or above will be denied progression in the program. A student may repeat two nursing courses within a five year period. A repeated nursing course must be passed on the second attempt. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception.

A student withdrawing from a nursing course is required to contact the course faculty. If the grade earned at the time of withdrawal is D or F, this will be considered a course failure for purposes of curriculum progression. If the grade earned at the time of withdrawal, is a C or above there may be no effect in regard to curriculum progression.

## **Readmission**

A student eligible for readmission to the AAS in Nursing program must complete the requirements of the current Lincoln University Undergraduate Bulletin at the time of readmission. A student who exits the program for any reason or fails to progress with his or her class is not guaranteed readmission. The nursing faculty reserves the right to require a readmitted student to audit or re-take a nursing course when the current course varies significantly from content during prior enrollment or when faculty believe that the amount of time (See Progression as outlined above) since the student was enrolled in the course has been sufficient enough to jeopardize the student's success in the AAS in Nursing program. These students may be allowed to document course competency by successfully passing the final examination(s) and successfully completing the practicum for the course(s) involved.

Readmission is contingent upon space available in the course. The student may also be required to meet individualized study objectives as requested by faculty to demonstrate previously learned continued competences in skills or theory content. If a student is unable to re-enroll and return to the course the next time the course is offered, the student may be required to repeat all or part of previously completed courses within the curriculum. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception.

When a student desires readmission to the program, a written request describing 1) the reasons for withdrawal or lack of successful progression, , 2) the desired readmission course and date, and 3) the changes that have occurred to facilitate program completion must be submitted to the department. This letter should be received in the department office no later than eight weeks before the course they are requesting readmission to in order for the request to be reviewed by the nursing faculty. The student will be notified in writing of the faculty's decision. Eligible candidates can only be readmitted if space is available.

## **Degree/Licensure Requirements for the AAS in Nursing**

A minimum of 70-71 credit hours with a minimum GPA of 2.00 is required for graduation. LPN's who enroll in NUR 106 and successfully complete the departmental nursing examinations may earn a maximum of 18 credit hours for nursing courses.

Students must complete all required courses with grades of C or better, to include a minimum of 36 credit hours in nursing. Eighteen of these credit hours must be taken in residence. Specific major requirements are NUR 101, NUR 103, NUR 104, NUR 201, NUR 202, NUR 203 and NUR 204. Specific non-nursing courses required for graduation are BIO 103/104L, BIO 208/209L, BIO 301/301L, ENG 101, ENG 102, GE 101, AGR 303A, PSC 203 or equivalent, PSY 101, PSY 308, and S/A 201.

Successful completion of the AAS in Nursing requirements qualifies the student for consideration by the faculty for recommendation to receive the Associate of Applied Science Degree with a major in Nursing. Completion of these requirements also qualifies the graduate to apply to the Missouri State Board of Nursing to become a registered nurse by writing the National Council Licensing Examination for Registered Nurses (NCLEX R.N.). However, completion of the program does not guarantee eligibility to write the NCLEX-R.N.

**Degree Pathway  
Leading to an Associate of Applied Science in Nursing  
Ft. Leonard Wood Program**

	<b>First Semester</b>	<b>Hrs</b>		<b>Second Semester</b>	<b>Hrs</b>
GE 101	University Seminar (1 <sup>st</sup> 8 weeks)	1	PSY 101	Gen. Psych. (1 <sup>st</sup> 8 weeks)	3
ENG 101	Comp. & Rhet. I (1 <sup>st</sup> 8 weeks)	3	PSY 308	Dev. Psych (2 <sup>nd</sup> 8 weeks)	3
ENG 102	Comp. & Rhet. II (2 <sup>nd</sup> 8 weeks)	3	BIO 208/209L	Anat. & Phys. w/Lab	5
BIO 103/104L	Prin. of Biology w/Lab	4	PSC 203	Am. National Gov't	3
S/A 201	Intro to Sociology	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>
	<b>Summer</b>	<b>Hrs</b>			<b>Hrs</b>
AGR 303A	Prin. f Nutrition	3			
<b>TOTAL:</b>		<b>3</b>	<b>TOTAL:</b>		
	<b>Third Semester</b>	<b>Hrs</b>		<b>Fourth Semester</b>	<b>Hrs</b>
NUR 101	Nursing Process I	9	NUR 103	Psych/Geri Nursing Process	4
			NUR 104	Nursing Process II	5
<b>TOTAL:</b>		<b>9</b>	<b>TOTAL:</b>		<b>9</b>
	<b>Summer</b>	<b>Hrs</b>			<b>Hrs</b>
BIO 301/301L	Microbiology with lab	4			
<b>TOTAL:</b>		<b>4</b>	<b>TOTAL:</b>		
	<b>Fifth Semester</b>	<b>Hrs</b>		<b>Sixth Semester</b>	
NUR 201	Nursing Process III	5	NUR 203	Nursing Process IV	5
NUR 202	Maternal/Child Nsg	4	NUR 204	Nsg Leadership	4
<b>TOTAL:</b>		<b>9</b>	<b>TOTAL:</b>		<b>9</b>

**Total Required Hours 71**

## **Bachelor of Science in Nursing**

In Fall 2014, Lincoln University began the transition of the AAS in nursing program on the main campus in Jefferson City to a 4-year BSN program. This 4 year-BSN program is fully implemented, fully approved by the Missouri State Board of Nursing, and accredited. Further information can be obtained from the main campus office at 573-681- 5421 or [nursing@lincolnu.edu](mailto:nursing@lincolnu.edu).

### **End of Program Student Learning Outcomes**

The end of program student learning objectives of the BSN program are to prepare successful students to:

1. Employ concepts from the arts and sciences to form the basis for clinical reasoning.
2. Apply leadership concepts, skills, and decision making in the provision of high quality nursing care, health care team coordination, and the oversight and accountability for care delivery in a variety of settings.
3. Integrate evidence-based practice (EBP) in planning, implementing, and evaluating outcomes of care.
4. Demonstrate skills in using client/patient care and information technologies, information systems, and communication devices that support safe nursing practice.
5. Demonstrate knowledge of healthcare policy, finance, and regulatory environments that influence healthcare trends.
6. Apply effective communication techniques, including negotiation, collaboration, and conflict resolution to produce positive professional relationships.
7. Use clinical prevention and population focused nursing to improve health.
8. Demonstrate core nursing values to achieve optimal health outcomes by applying the professional standards of moral, ethical, and legal conduct.
9. Demonstrate knowledge, skills, and attitudes necessary for practice as a member and leader of the interprofessional health care team.

### **Assessment Program**

Assessment measures allow students and faculty to determine the degree of success that students have in meeting program and student outcome objectives. Formative and summative assessment measures such as student performance rubrics, surveys and standardized nursing exams are used during the nursing program. Student results are analyzed to determine program strengths and deficits. Based on this analysis, curriculum or program revisions are made to enhance student learning. Additionally, based on individual student performance on standardized nursing exams, supplemental instruction will be required in preparation for the national licensure exam.

## Admission Criteria

The Lincoln University Department of Nursing and Allied Health has a selective admission procedure. Enrollment is limited to 30 students each semester(Spring/Fall). Applicants are selected based on the following criteria:

1. Admission to Lincoln University
2. Minimum ACT 21  
Minimum TOEFL of 600 if English is a second language.
3. Minimum cumulative GPA 2.5
4. Have completed the following courses with a grade of C or higher within two attempts: GE 101, ENG 101, ENG 102, PSY 101, MAT 111, MAT 117, SPT 206, BIO 103/104L, BIO 208/209L, S/A 201, NUR 100
5. Nursing department application with \$25 non-refundable application fee
6. Three reference forms
7. Personal interview by invitation
8. Good academic and non-academic standing

The student is responsible for contacting the School of Nursing office (573) 681-5421 to make sure their application and references have been received and are complete by the deadline. The student is responsible for providing and maintaining a current address and contact number to the School of Nursing. The School of Nursing will only use Lincoln email addresses.

After the above criteria are met, the admissions committee will review the applicant's admission packet and file for acceptability for interview. After the interview, all applicants will be notified in writing of their acceptance or rejection. If the applicant is denied and chooses to reapply the next semester, the application process will need to be repeated. Applicants who are accepted into the BSN program are requested to confirm in writing their acceptance. Applicants accepted to begin the BSN program may obtain orientation information in the School of Nursing office or online.

**The following criteria must be completed prior to beginning Fundamentals of Nursing (NUR 220)** Students must have completed the following courses with a grade of C or higher within two attempts: PSY 308, BIO 301/301L, American Cultural Diversity (Area 7), CHEM 103, Gen Ed Req. Program progression requires minimum GPA of 2.0.

Student transcripts must reflect completion of pre-requisite and/or required courses with a "C" or above on the first or second attempt within the last 5 years to be admitted. Registration in a course and then subsequently withdrawing (W) is considered an attempt. If the student has received a D, F, or W in pre-requisite and/or required courses on the second attempt the student must wait 5 years to apply to the nursing program. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception. Applicants who are accepted into the BSN program are requested to confirm, in writing, their enrollment plans.

Prospective nursing students are required to attend an informational session and are advised to familiarize themselves with the **Missouri Statutes**, 335.066 as excerpted from the **Missouri Nurse Practice Act**, as amended in 1999. This section identifies criteria the Missouri State Board of Nursing may use to deny licensure. According to Missouri

Statute 335.046, "an applicant for licensure shall be of good moral character and have completed at least the high school course of study or the equivalent thereof as determined by the State Board of Education, and have successfully completed the basic professional curriculum in an accredited or approved school of nursing and earned a professional nursing degree or diploma." The BSN Student Handbook is distributed to nursing students beginning the BSN program.

## **Admission as a Transfer Student**

Students must complete the nursing "Admission Criteria" as outlined above. Transfer credits from other colleges and universities will be evaluated on an individual basis for equivalency to current program requirements. Only courses completed with a grade of "C" or better will be considered for transfer. Students who wish to enroll in non-nursing classes at other institutions and have those credits count toward their degree at Lincoln University must seek approval prior to enrolling in those classes if they plan to be concurrently enrolled in courses at Lincoln University. Certification of Transfer Credit forms are available in the office of the School of Nursing. Required courses in the social and biological sciences form the basis for making nursing judgments. The nursing faculty, therefore, reserves the right to require students to re-take any course when credit was earned several years prior to enrollment in the BSN program.

## **Practicum Requirements**

Nursing students are required to meet health requirements established by the University. All applicants accepted for admission to the BSN program must be physically and mentally healthy. Because students are provided practicum experiences in a variety of health care agencies, students must assure that they are in good health throughout their enrollment in the BSN program..

Students must maintain documentation of immunizations/titers, i.e., Hepatitis B, DTaP, MMR, and Varicella and yearly Mantoux (TB) testing and influenza vaccine. Students are required to have a 10 panel drug plus alcohol screen. Due to the nature of practicum experiences and the risk of exposure to illness and injury, all nursing students are encouraged to have health insurance. The cost of treatment for any injury or illness is the responsibility of each student.

Nursing students are required to provide documentation of certification to perform adult (one man, two man), child and infant cardiopulmonary resuscitation (CPR) prior to beginning practicum nursing courses in the BSN program. Students must document current CPR certification throughout their enrollment in the BSN program.

## **Criminal Background Checks**

All students entering the practicum portion of the nursing major will complete the University's criminal record check at the students' expense. This investigation meets statutory requirements and is to ensure students have not previously committed violent crimes against persons. If practicum agencies require reverification, students must complete additional criminal background checks as required by the agencies.

Students must meet the requirements of practicum agencies where Lincoln University participates in practicum experiences. If the results of the criminal records background check reveal a record or conviction, guilty pleas or *nolo contendere* pleas

involving Class A or Class B felonies as listed under Missouri law, the student will not be able to participate in practicums.

It is illegal for licensed hospitals, nursing homes and in-home care agencies under contract with the Department of Health and Senior Services to knowingly hire a person for a position for the purpose of having contact with patients or residents if that person is currently on the Employee Disqualification List of the Department of Social Services. If a student is listed on the Employee Disqualification List maintained by the State of Missouri Department of Health and Senior Services, the student will not be able to attend practicums.

## **Computer Skills Requirement**

Nursing students must be able to utilize university email, on-line course management systems, Internet, and word-processing throughout the nursing program.

## **Course Descriptions**

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year.

**NUR 100 PRE-NURSING SURVEY (3)** This course introduces the student to nursing as a profession exploring the various roles of the nurse and current issues in nursing and health care. Emphasis is on effective communication, critical thinking and professionalism. This course must be taken prior to seeking admission to the BSN program. This course has 3 hours of theory per week. Prerequisite: BIO 103/104L with a minimum grade of C. Corequisite: English 102.

**NUR 200 PHARMACOLOGY IN NURSING (3)** This course introduces the basic classification systems of medications and the foundational concepts of pharmacology in relation to the actions and effects of medications on the human body. Utilizing a prototypical drug approach, application of the nursing process will be stressed with emphasis on nursing interventions and patient education. This course has 3 hours of theory per week. Prerequisite: Admission to the BSN program or permission of instructor.

**NUR 220/220H FUNDAMENTALS OF NURSING (5)** This course introduces the student to the diverse nature of professional nursing practice. Students learn concepts and theories basic to the art and science of nursing. Focus will be given to the beginning application of fundamental nursing concepts including: nursing process, therapeutic communication, the teaching/learning process, characteristics of professional behavior, common mechanisms of disease processes, and general nursing interventions to treat frequently occurring health problems. This course has 3 hours of theory and 6 hours of practicum per week. Prerequisite: Admission to the BSN program. Co-requisites: NUR 200, NUR 230/230L, AGR 303A.

**NUR 230/230L PRINCIPLES OF NURSING SKILLS (4)** This course introduces the skills and concepts required to deliver safe and professional nursing care throughout the adult lifespan, utilizing evidence-based practice and technology. Students will explore basic nursing skills ranging from hygiene, vital signs, assessment, mobility, concepts of

sterility, IV therapy, and medication administration. This course has 3 hours of theory and 3 hours of laboratory per week. NUR 200, NUR 220/220H, AGR 303A.

**NUR 300 GERONTOLOGICAL NURSING (2)** This course is the study and application of evidence-based principles and concepts of gerontological nursing with identification of related alterations and treatments applied in varied health care and community settings. This course has 2 hours of theory per week. Prerequisites: NUR 305/305P, NUR 322/322L, NUR 340/340H,. Co-requisites: NUR 360, NUR 365/365H.

**NUR 305/305P PSYCHOSOCIAL NURSING (3)** This course is the study and application of evidence-based principles and concepts of nursing in providing care to meet the mental health needs of adults. Emphasis on clinical prevention and population focused health for clients in varied health care and community settings. This course has 2 hours of theory and 3 hours of practicum per week. Prerequisites: NUR 200, NUR 220/220H, NUR 230/230L. Co-requisites: NUR 322/322L, NUR 340/340H.

**NUR 322/322L ESSENTIALS OF HEALTH ASSESSMENT (3)** This course focuses on health assessment of adult clients. Emphasis on health history and physical exam skill development. Health promotion, primary and secondary prevention strategies are incorporated into the assessment process. This course has 2 hours of theory and 3 hours of laboratory per week. Prerequisites: NUR 200, NUR 220/220H, NUR 230/230L. Co-requisites: NUR 305/305P, NUR 322L, NUR 340/340H.

**NUR 340/340H MEDICAL-SURGICAL NURSING I (5)** This course is the study and application of evidence-based principles and concepts of nursing in providing care to the client with altered sensory input, unmet fluid and electrolytes, renal, neurological, movement and coordination needs. This course has 3 hours of theory and 6 hours of practicum per week. Prerequisites: NUR 200, NUR 220/220H, NUR 230/230L. Co-requisites: NUR 305/305P, NUR 322/322L.

**NUR 360 INTRODUCTION TO NURSING RESEARCH (3)** This online 8 week course introduces the principles of research theory and methodology. Develops skills in critiquing nursing research and its application in evidence-based practice. This course has 6 hours of theory/week per 8-week session. Prerequisites: NUR 305/305P, NUR 322/322L, NUR 340/340H. Co-requisites: NUR 300, NUR 365/365H.

**NUR 365/365H NURSING OF WOMEN & CHILDREN (6)** This course is the study and application of evidence-based principles and concepts of nursing in providing care to meet the needs of women and children, birth through adolescence. Emphasis on clinical prevention and population-focused health for women and children in varied health care and community settings. This course has 4 hours of theory and 6 hours of practicum per week. Prerequisites: NUR 305/305P, NUR 322/322L, NUR 340/340H. Co-requisites: NUR 300, NUR 360.

**NUR 400/400H MEDICAL-SURGICAL NURSING II (6)** This course is the study and application of evidence-based principles and concepts of nursing in providing care to the client with unmet nutrition, elimination, regulation, and sexuality needs. This course has 3 hours of theory and 9 hours of practicum per week. Prerequisites: NUR 300, NUR 360, NUR 365/365H. Co-requisites: NUR 420, NUR 460.

**NUR 420 LEADERSHIP/MANAGEMENT IN NURSING (3)** This course is the



study of leadership and management principles with emphasis of organizational structures, economic and political trends, healthcare environments and workforce management. This course is designated writing intensive. This course has 6 hours of theory per 8 week session. Prerequisites: NUR 300, NUR 360, NUR 365, NUR 365H Co-requisites: NUR 400, NUR 400H, NUR 460.

**NUR 435/435H MEDICAL-SURGICAL NURSING III (6)** This course is the study and application of evidence-based principles and concepts of nursing in providing care to clients with unmet oxygenation, multi-system, and critical care needs. This course has 3 hours of theory and 9 hours of practicum per week. Prerequisites: NUR 400/400H, NUR 420, NUR 460 Co-requisites: NUR 475/475P.

**NUR 460 LEGAL & ETHICAL ISSUES IN PROFESSIONAL NURSING (3)** This course studies legal and ethical issues/events impacting professional nursing practice. Selected legal and ethical issues related to social, political and economic trends are discussed. This course has 6 hours of theory per 8 week session. Prerequisites: NUR 300, NUR 360, NUR 365/365H. Co-requisites: NUR 400/400H, NUR 420.

**NUR 475/475P COMMUNITY HEALTH NURSING (5)** This course is the study and application of care for individuals, families, groups, communities, and populations. Emphasis is placed on health promotion and disease prevention. This course has 3 hours of theory and 6 hours of practicum per week. Students will complete a capstone project. This course is intended for BSN students. Prerequisites: NUR 400/400H, NUR 420, NUR 460. Co-requisites: NUR 435/435H.

### **Progression**

Each student must satisfy all course requirements of each course before progressing in the nursing sequence. Comprehensive examinations are administered at the end of each semester of study in the BSN program. Courses may also include a laboratory and math practicum which must be successfully completed in order to pass the course. The practicum portion of the class is pass/fail. Unsatisfactory performance in either theory or practicum will result in failure for the course. The following scale is used to designate the level of performance in required nursing courses: A = 90-100%; B = 80-89%; C = 75-79%; D = 60-74%; F = below 60%. Any student who earns a failing grade in practicum, but who has an average of 75 or more in theory, will be awarded a grade of "D" for the course.

Students admitted to the nursing program who twice enroll, within the past five years, in any course required for the nursing degree and do not receive a grade of "C" or above will be denied progression in the program. A student may repeat two nursing courses within a five year period. A repeated nursing course must be passed on the second attempt. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception.

A student withdrawing from a nursing course is required to contact the course faculty. If the grade earned at the time of withdrawal is D or F this will be considered a course failure for purpose of curriculum progression. If the grade earned at the time of withdrawal is a C or above there may be no effect in regard to curriculum progression. A

student must reapply for re-enrollment within two consecutive semesters. Re-enrollment is contingent upon space available in the course. If a student is unable to re-enroll and return to the course within two consecutive semesters the student may be required to repeat all or part of previously completed courses within the curriculum. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception.

## **Readmission**

A student eligible for readmission to the BSN program must complete the requirements in the current bulletin at the time of readmission. A student, who exits the BSN program for any reason or fails to progress with his or her class, is not guaranteed readmission to the program. The nursing faculty reserves the right to require a readmitted student to audit or re-take a nursing course when the current course varies significantly from content during prior enrollment or when faculty believe that the amount of time since the student was enrolled in the course has been sufficient to jeopardize the student's success in the BSN program. These students may be allowed to document course competence by successfully writing the final examination(s) for the courses involved. When a student desires readmission to the program, he/she should write a letter to the department head describing the reasons for withdrawal or exclusion, when readmission is desired, and the changes which have occurred to facilitate program completion. This letter should be received in the department office prior to finals week in order for the request to be reviewed by the nursing faculty. The student will be notified in writing of the response to his/her request and whether space is available to accommodate him/her. Eligible candidates can only be admitted if space is available.

## **Degree/Licensure Requirements for the BSN**

A minimum of 122 credit hours with a minimum GPA of 2.00 is required for graduation with a BSN degree. Students must complete all general education and nursing courses with grades of "C" or better.

**Nursing** - A minimum of 60 credit hours in nursing are required for graduation. A minimum of 30 credit hours of 300 and/or 400 level course work must be successfully completed in residence to obtain a baccalaureate degree. Specific major requirements are NUR 200, 220, 230/230L, 300, 305, 322/322L, 340, 360, 365, 400, 420, 435, 460, and 475.

**Non-nursing** – A minimum of 63 credit hours of general education are required for graduation. Precollege level courses do not count toward graduation requirements. For general education requirements, refer to the academic map. Successful completion of the BSN requirements qualifies the student for consideration by the faculty for recommendation to receive the Bachelor in Science Degree with a major in Nursing.

Completion of these requirements also qualifies the graduate to apply to the Missouri State Board of Nursing to become a registered nurse by writing the National Council Licensing Examination for Registered Nurses (NCLEX R.N.). However, completion of the program does not guarantee eligibility to write the NCLEX-R.N.

**Degree Pathway**  
**Leading to a Bachelor of Science in Nursing**

The following course must be taken prior to application to the program: GE101, ENG 101 and ENG 102, PSY 101, MAT 111, MAT 117, SA 201, SPT 206, BIO 103/104L, BIO 208/209L, and NUR 100

<b>Freshman First Semester</b>		<b>Hrs</b>	<b>Freshman Second Semester</b>		<b>Hrs</b>
GE 101	University Seminar	1	MAT 117	Elem. Statistics	3
ENG 101	Comp. and Rhet. I	3	ENG 102	Comp. and Rhet. II	3
BIO 103/ 104L	Prin. of Biology w/Lab	4	BIO 208/ 209L	Anatomy & Physiology w/Lab	5
MAT 111	Interm. Algebra	3	SPT 206	Fund. of Speech	3
PSY 101	General Psychology	3	NUR 100	Pre-Nursing Survey	3
SA 201	Intro. to Sociology	3			
<b>TOTAL:</b>		<b>17</b>	<b>TOTAL:</b>		<b>17</b>

<b>Sophomore Third Semester</b>		<b>Hrs</b>	<b>Sophomore Fourth Semester</b>		<b>Hrs</b>
HIS 101/102	World Civ. I or II	3	NUR 200	Pharmacology in Nsg	3
BIO 301/ 301L	Microbiology w/Lab	4	NUR 220	Fund. of Nursing	5
PSY 308	Dev. Psychology	3	NUR 230	Prin. of Nursing Skills	4
SA 200	Am. Div /other diversity option	3	AGR 303A	Prin. of Nutrition	3
CHM 103	Living with Chemistry	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>15</b>

<b>Junior Fifth Semester</b>		<b>Hrs</b>	<b>Junior Sixth Semester</b>		<b>Hrs</b>
NUR 305	Psychosocial Nsg	3	NUR 300	Gerontological Nsg	2
NUR 322	Health Assessment	3	NUR 360	Intro to Nsg Research	3
			NUR 365	Nsg of Women & Children	6
ART, MUS, SPT, ENG or PHI	Art, music, theater appreciation or literature or philosophy	3	NUR 335	Death/Bereavement or other international diversity option	3
NUR 340	Medical Surgical Nsg I	5			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>14</b>

<b>Senior Seventh Semester</b>		<b>Hrs</b>	<b>Senior Eighth Semester</b>		<b>Hrs</b>
NUR 400	Medical Surgical Nsg II	5	NUR 435	Medical Surgical Nsg III	5
NUR 420	Leadership/Mgt. in Nsg	3	ART, MUS, SPT, ENG or PHI	Art, music, theater appreciation or literature or philosophy	3
NUR 460	Legal/Eth Issues Prof Nursing	3	NUR 475	Community Health Nursing	5
HIS 205/206 PSC 203/204	U.S. History I or II or Am. Nat'l Gov't or Am. State & Local Gov't	3			
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>13</b>

**Total Required Hours -123**

# **RN-Bachelor of Science in Nursing Program**

## **End of Program Student Learning Outcomes**

The end of program student learning objectives of the BSN program are to prepare successful students to:

1. employ concepts from the arts and sciences to form the basis for clinical reasoning.
2. apply leadership concepts, skills, and decision making in the provision of high quality nursing care, healthcare team coordination, and the oversight and accountability for care delivery in a variety of settings.
3. integrate evidence based practice (EBP) in planning, implementing, and evaluating outcomes of care.
4. demonstrate skills in using client/patient care and information technologies, information systems, and communication devices that support safe nursing practice.
5. demonstrate knowledge of healthcare policy, finance, and regulatory environments that influence healthcare trends.
6. apply effective communication techniques, including negotiation, collaboration, and conflict resolution to produce positive professional relationships.
7. use clinical prevention and population focused nursing to improve health.
8. demonstrate core nursing values to achieve optimal health outcomes by applying the professional standards of moral, ethical, and legal conduct.
9. demonstrate knowledge, skills, and attitudes necessary for practice as a member and leader of the interprofessional healthcare team.

Achievement of these outcomes will enable graduates to practice within complex healthcare systems and assume the roles: provider of care; designer/manager/coordinator of care; and member of a profession.

## **Assessment Program**

Assessment measures allow students and faculty to determine the degree of success that students have in meeting program and student outcome/objectives. Formative and summative assessment measures such as discussions, quizzes, case studies, , surveys, focus groups and group projects are used during the nursing program. Student results are analyzed to determine program strengths and deficits. Based on this analysis, curriculum or program revisions are made to enhance student learning.

## **Admission Criteria**

To be admitted to the RN-BSN program, the applicant must

1. have a Certificate of Admission to Lincoln University
2. have a current RN license in good standing in the state where practicum will be completed
3. complete the RN-BSN application form. This form may be obtained in the Nursing Office (100 Elliff) or online at <http://www.lincolnu.edu/web/dept.-of-nursing-science/bsn-forms>
4. completed at least 64 hours of college credit and be eligible for junior standing, to include the following:

### Nursing:

Medical-Surgical, Obstetrics, Pediatrics, Mental Health	25 credits
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### \*Non-Nursing:

English composition (I & II)	6
Science: to include anatomy and physiology, microbiology, and chemistry	16
Sociology	3
Psychology	3
Mathematics	3
Other: to include 3 credits in history/government	8

\*Students who have not completed the specified non-nursing courses listed above may be admitted if they have accumulated 64 hours of college credit.

Students must plan their program of study to include any general education courses required for a bachelor's degree that they have not completed a part of their previous education. Persons interested in the RN-BSN program are encouraged to call or visit the Department of Nursing and Allied Health for information and/or an appointment with an academic advisor.

## **Admission as a Transfer Student**

Transfer credits from other colleges and universities will be evaluated on an individual basis for equivalency to current program requirements. Only courses completed with a grade of C or better will be considered for transfer. Required courses in the social and biological sciences form the basis for making nursing judgments.

Transcripts from diploma programs will be evaluated on an individual basis. The School of Nursing may grant up to 34 hours of lower division nursing credits. Additional college credits may be awarded for the sciences, social sciences, and humanities after transcript evaluation.

## **Practicum Requirements**

Prior to beginning practicum courses, NUR 430 Professional Nursing Practice and NUR 470 Community Health Nursing, students must submit to the course instructor verification of the following:

- RN licensure in good standing in the state where practicum will be completed
- Criminal background fingerprint check This is valid for 2 years.
- American Heart Association Healthcare Provider CPR certification (adult: 1 and 2 man, infant, and child)
- Professional liability insurance coverage 1,000,000/3,000,000
- Hepatitis B vaccine series
- MMR vaccine (2 doses) or antibody test
- DTaP vaccine within the past 10 years
- Annual Influenza vaccine
- Varicella vaccine or titer
- Annual Mantoux TB skin test
- Ten panel drug plus alcohol screen. This is valid for 2 years
- Individual practicum agency requirements

Due to the nature of practicum experiences and the risk of exposure to injury and illness, all nursing students are strongly encouraged to have health insurance. The cost of treatment for illness or injury is the responsibility of the individual student.

## **Criminal Background Checks**

All students entering a practicum experience will need to complete a criminal background check at the student's expense. This investigation meets statutory requirements and is to insure students have not previously committed violent crimes against persons. If practicum agencies require reverification, students must complete additional criminal background checks as required by the agencies. Criminal background checks will be valid for a period of two years.

Students must meet the requirements of agencies where Lincoln University participates in practicum experiences. If the results of the criminal background check reveals a record or conviction, guilty pleas or *nolo contendere* pleas involving Class A or Class B felonies as listed under Missouri law, the student will not be able to participate in practicum.

It is illegal for licensed hospitals, nursing homes and in-home care agencies under contract with the Department of Health and Senior Services to knowingly hire a person for a position for the purpose to have contact with patients or residents if that person is currently on the Employee Disqualification List of the Department of Social Services. If a student is listed on the Employee Disqualification List maintained by the State of Missouri Department of Health and Senior Services, the student will not be able to attend practicum.

## **Progression**

RNs must have and maintain a current RN license in good standing in the state they are completing their practicum experiences. Each student must satisfy all requirements for all components of each nursing course. A grade of C or above in nursing courses is necessary for progression to the next course in the nursing sequence. Students who receive a grade below C (75%) must repeat the course. Students who twice withdraw failing and/or fails (below a C) a nursing course will be denied progression. A student may repeat two nursing courses within a five year period. If extenuating circumstances have occurred, the student may petition the faculty in writing for an exception. Practicum courses include practicum experiences that must be successfully completed in order to pass the course. Unsatisfactory performance in theory or practicum will result in failure of the course. The following scale is used to designate the level of performance in required nursing courses: A = 90-100%; B = 80-89%; C = 75-79%; D = 60-74%; F = below 60%. A student will need to complete all nursing courses in the RN-BSN program within a five year period.

## **Program Requirements**

Nursing students must meet the Lincoln University requirements for graduation as outlined in the *Undergraduate Bulletin*. Students must also complete the University's general education requirements for the bachelor's degree.

The RN-BSN program requires completion of a total of 121 credits, including 32 credit hours of upper division (300 or above) nursing courses. A minimum of 40 hours of upper division courses (those numbered 300-499) is required for graduation. If the one hour of activity physical education is waived, then a minimum of 120 hours of academic credit is required. Elective hours can be used to meet the total number of hours required for the degree. Additionally, a minimum of 30 credit hours of 300- and/or 400-level course work must be successfully completed in residence to obtain a baccalaureate

degree; a minimum of 12 of these 30 semester hours must be in the major and, if a minor is declared, at least 6 of these 30 hours must be in the minor.

The following upper division nursing courses are required for the RN-BSN:

NUR 310 (3 hr) Concepts of Professional Nursing  
 NUR 320 (2 hr) Health Assessment I  
 NUR 321 (2 hr) Health Assessment II  
 NUR 350 (3 hr) Pathophysiology  
 NUR 360 (3 hr) Introduction to Nursing Research  
 NUR 420 (3 hr) Leadership/Management in Nursing  
 NUR 430 (5 hr) Professional Nursing Practice  
 NUR 460 (3 hr) Legal and Ethical Issues in Professional Nursing  
 NUR 470 (5 hr) Community Health Nursing \*

In addition, the student must select at least 3 credit hours from the following elective nursing courses:

NUR 315 (3 hr) Pharmacology in Nursing  
 NUR 325 (3 hr) Computers in Nursing  
 NUR 330 (3 hr) Nursing in Groups  
 NUR 335 (3hr) Death and Bereavement: Cultural Variations \*\*  
 NUR 415 (1-3 hr) Special topics  
 NUR 425 (1-3 hr) Independent study

\*NUR 470 Community Health meets the PED 111 General Education Requirement.

\*\*NUR 335 Death and Bereavement: Cultural Variations can be used to meet the International Cultural Diversity General Education Requirement as well as the nursing elective.

## Computer Skills Requirement

Nursing students must be able to utilize university email and on-line course management systems, internet, power point, and word-processing throughout the nursing program. Computer hardware and software requirements for the on-line program are outlined in the RN-BSN Student Handbook.

### Degree Pathway Leading to a RN-Bachelor of Science in Nursing

Junior Fall Semester		Hrs	Junior Spring Semester		Hrs
NUR 310	Concepts of Prof. Nsg.	3	NUR 350	Pathophysiology	3
NUR 320	Hlth Assessment I	2	NUR 360	Intro. to Nsg. Research	3
NUR 321	Hlth Assessment II	2	NUR 335	Death and Bereavement	3
CHM 103	Living with Chemistry	3			
MAT-117	Elem Statistics	3	SA 200	Am. Cultural Diversity	3
SPT 206	Fund. of Speech	3			
<b>TOTAL:</b>		<b>16</b>	<b>TOTAL:</b>		<b>12</b>

Senior Fall Semester		Hrs	Senior Spring Semester		Hrs
NUR 420	Leader/Mgmt. in Nsg.	3	NUR 460	Legal/Ethical Issues in Nsg.	3
NUR 430	Prof Nsg. Practice	5	NUR 470	Community Hlth Nsg.	5
SPT 209	Intro to Theatre	3	HIS 102	World Civilization II	3
PHI 303	Health Care Ethics	3			
				Upp. Div. Elective if needed	3
<b>TOTAL:</b>		<b>14</b>	<b>TOTAL:</b>		<b>14</b>

**Total Required Hours - 60**

\*All general education requirements must be completed.

\*\*Upper division courses suggested if needed to meet the 40-hour upper division requirement.

## Course Descriptions

Listed courses may not be taught every semester or every year. The department head and departmental advisors have information about projected course offerings for a semester/year. All RN-BSN nursing courses are currently being taught online using the Canvas Course Management System.

- NUR 310 CONCEPTS OF PROFESSIONAL NURSING.** (3,fa). This course introduces the student to professional nursing practice, including the evolution of and theoretical basis for nursing. Special emphasis is placed on critical aspects of professional nursing practice and the future of health care. This course has 6 hours of theory/week per 8 week session. Prerequisite: Admission to the RN-BSN program.
- NUR 315 PHARMACOLOGY IN NURSING.** (3). This course is designed to increase the knowledge of, and apply advanced pharmacology to nursing practice. This course has 6 hours of theory/week per 8 week session. Prerequisite: Admission to the RN-BSN program or permission of instructor.
- NUR 320 HEALTH ASSESSMENT I.** (2, fa). This course emphasizes concepts and skills of comprehensive assessment applicable to the adult and child with specific health history skill development. This course has 4 hours of theory/week per 8 week session. Prerequisite: NUR 104.
- NUR 321 HEALTH ASSESSMENT II.** (2, fa). This course emphasizes concepts and skills of comprehensive physical exam assessment for the adult and child with specific attention to physical examination skill development. This course has 4 hours of theory/week per 8 week session. Prerequisite: NUR 320.
- NUR 325 COMPUTERS IN NURSING.** (3). This course introduces use of information management and technologies to promote quality patient outcomes and inform practice decisions. This course has 6 hours of theory/week per 8 week session. Prerequisite: CS 103.
- NUR 330 NURSING IN GROUPS.** (3). This course provides theoretical foundation for utilizing the nursing process with families, groups, and communities, and populations. Emphasizes the baccalaureate nursing roles. This course has 6 hours of theory/week per 8 week session. Prerequisite: NUR 310 or permission of instructor.
- NUR 335 DEATH AND BEREAVEMENT: CULTURAL VARIATIONS.** (3, fa, sp, su). This course stimulates critical-thinking, explore feelings, and heighten self-awareness regarding death and grieving in various cultures. Content is holistic and deals with the physiologic, psychological, multicultural, spiritual, artistic and demographic aspects of death and bereavement across the lifespan. Emphasis will be on national and international aspects of thanatology. This course has 6 hours of theory/week per 8 week session. Pre-requisites: ENG 101, ENG 102
- NUR 350 PATHOPHYSIOLOGY.** (3,sp). This course studies altered physiologic processes which result in health problems across the lifespan and require physiologic adaptive mechanisms. Students utilize critical thinking skills in analysis of selected health problems and application of the nursing process to clinical situations. This course has 6 hours of theory/week per 8 week session. Pre-requisite: NUR 104.



- NUR 360 INTRODUCTION TO NURSING RESEARCH.** (3,sp). This course introduces the principles of research theory and methodology. Develops skills in critiquing nursing research and its application to practice. This course has 6 hours theory/week per 8 week session. Prerequisite: NUR 310. Prerequisite or corequisite: MAT 117
- NUR 415 SPECIAL TOPICS.** (1-3). Topics to be listed in course schedule. May enroll again as topic changes. Prerequisite: Senior standing or permission of instructor.
- NUR 420 LEADERSHIP/MANAGEMENT IN NURSING.** (3, fa). This course is the study of the leadership and management principles with emphasis of organizational structures, economical and political trends, healthcare environments and workforce management. This course is designated writing intensive. This course has 6 hours of theory/week per 8 week session. Prerequisites: NUR 310, NUR 360
- NUR 425 INDEPENDENT STUDY.** (1-3). Area of nursing studied will be subject to agreement between student and instructor. May enroll again as the topic changes. Prerequisite: Senior standing or permission of instructor.
- NUR 430 PROFESSIONAL NURSING PRACTICE/PRACTICUM.** (5, fa,). This course is the application of professional nursing practice in the roles of the nurse with emphasis on leadership/management, professionalism, and evidence-based practice. This course has 3 hours of theory and 6 hours of practicum per week. Prerequisite or corequisite: NUR 420.
- NUR 460 LEGAL AND ETHICAL ISSUES IN PROFESSIONAL NURSING.** (3, sp). This course is a study of legal and ethical issues/events impacting professional nursing practice. Selected legal and ethical issues related to social, political and economic trends are discussed. This course has 6 hours of theory/week per 8 week session. Prerequisite: NUR 360.
- NUR 470 COMMUNITY HEALTH/PRACTICUM.** (5, sp.). This course is the study and application of care for individuals, families, groups, communities, and populations. Emphasis is placed on health promotion and disease prevention. This course has 3 hours theory and 6 hours practicum per week. This course is intended for RN-BSN students. Prerequisite: NUR 435, Prerequisite or corequisite: NUR 460.

# EDUCATIONAL INNOVATION AND EXTENDED STUDIES

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Executive Director, Rachel Sale, Ph.D.

Coordinator of Extended Studies, Jeffery Freelin, Ph.D.

## **Mission**

The mission of the Division of Educational Innovation and Extended Studies is to provide high-quality educational opportunities for high school students and adult learners. The division utilizes the expertise of Lincoln University's distinguished faculty and experienced leaders within the community to create educational experiences where students will be immersed in quality instruction, professional development and community engagement.

## **Objectives**

1. To manage the Igniting Scholars Program
2. To coordinate professional development non-credit and credit courses, workshops and seminars.
3. Coordinate courses offered at off-campus sites.
4. To manage the Seniors Citizens Programs
5. To serve as a liaison between Lincoln University and Learning in Retirement, Inc.

## **Fort Leonard Wood**

Through the School of Nursing, an Associate in Applied Science Degree in Nursing is offered at Fort Leonard Wood, Missouri. The nursing program at Fort Leonard Wood is a part-time evening program that serves both the military and civilian students in the area. For more information, contact the Ft. Leonard Wood office at 573-329-5160.

## **Igniting Scholars Program**

The Igniting Scholars Program is designed for high school students that are interested in earning college credit. Eligible high school students can participate in the dual credit and/or dual enrollment program. Students must meet the university's high school admissions requirements and/or those outlined by the Missouri Department of Higher Education for dual credit. High school students must have completed all prerequisites for the course and any other requirement as may be needed for the same course for main-campus students.

## **Dual Credit**

The dual credit program allows eligible high school students to earn both high school and college credit at the same time by enrolling in a select group of courses that are taught at the college level by approved instructors. Dual credit courses are taught by high school instructors at the student's respective high school. Most of the dual credit offerings are general education courses.

## **Dual Enrollment**

The dual enrollment program allows eligible high school student to earn college credit by taking courses on the main campus. Students will be enrolled in courses taught by Lincoln University faculty and comprise of main-campus students. High School students are not limited to general education courses offering. High school students must have completed all prerequisites for the course and other requirements as needed for the same course by main campus students.

## **Special Credit and Non-Credit Courses**

Continuing Education offers special credit and non-credit courses to serve the growing needs of the community. Many of these courses are offered as personal enrichment or professional development workshops, seminars and tele-conferences. Courses may be offered for credit under special topic numbers and are available on campus and online.

## **Course Description**

**CED 480-499** (1-5 credits) The study of a selected and approved topic which is not otherwise included in the curricular offerings of any existing academic unit.  
(May enroll again as topic changes.)

## **Senior Citizen Program**

The Senior Citizen Program allows people 65 and over to take classes for \$25.00 per semester (up to 12 hours) - audit only - after regular registration. Participants must be admitted to the University and pay an initial \$20.00 application fee. Interested individuals should contact the Extended Studies office at (573) 681-5206, Martin Luther King Hall, Room 18.

## **Learning in Retirement, Inc.**

Learning in Retirement, Inc. was inspired by an Elder Hostel designed program in which senior citizens participate in university-level short courses for the sheer joy of learning. Classes are usually scheduled for two hours per week for four weeks. Courses are strictly non-credit and are taught by volunteer faculty members and community professionals. In addition to courses, there are various social activities and programs that bring members together as well as trips to various sites of interest. LIR charges an annual membership fee. Further information is available from the LIR office at (573) 681-6152.

# FACULTY

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The first year of permanent employment is shown in the parentheses following the person's name.

**Adolph, Jessie (2015).** Instructor of English, M.A., University of Missouri-Columbia.

**Afrasiabi, Zahra (2005).** Associate Professor of Research/Chemistry, Ph.D., University of Missouri-Rolla.

**Anderson, Jana (2016).** Instructor of Nursing, M.S.N., University of Phoenix.

**Andrei, Adrian (2005).** Associate Professor of Wildlife Biology, Ph.D., Texas Tech University.

**Anunoby, Ogugua (2001).** Professor of Business and Finance, Ph.D., Brunel University, England.

**Aruguete, Mara S. (2005).** Professor of Psychology, Ph.D., University of California, Davis.

**Asaduzzaman, Abu (2016).** Assistant Professor of Chemistry, Ph.D., University of Saarland, Saarbruecken, Germany.

**Bah, Abdoulaye (2002).** Professor of Criminal Justice and Sociology, Ph.D., University of Missouri-Columbia.

**Balakumar, Sivanandan (1988).** Professor of Mathematics, Ph.D., Texas Tech University.

**Balasubramanian, Sunder (2006).** Associate Professor of Physics, Ph.D., Purdue University.

**Ballard, Bruce (2004).** Professor of Philosophy, Ph.D., University of Texas.

**Bardot, Michael (2004).** Professor of History, Ph.D., St. Louis University.

**Becherer, Vicky (2015).** Associate Professor of Nursing, Ph.D., University of Missouri – St. Louis.

**Benne, Jennifer (2005).** Professor of Biology, Ph.D., Michigan State University.

**Bickel, Linda S. (1979).** Professor of Nursing, Ph.D., University of Missouri-Columbia.

**Blau, Katrina (2009).** Assistant Professor of Library and Information Science, M.Ed., Southwest Missouri State University.

**Boston, Christine (2016).** Assistant Professor of Sociology/Anthropology, Ph.D., University of Western Ontario.

**Bouras, David (2008).** Associate Professor of Business Administration, Ph.D., University of Nebraska.

**Brashear, Donna (2010).** Assistant Professor of Nursing, M.S.N., Central Methodist University.

**Bredeman, Abbie (2016)** Assistant Professor of Nursing, M.S.N., University of Missouri

**Burgess, Eric (2009).** Associate Professor of Business Administration, Ph.D., University of North Dakota.

**Burrell, Eli (2012).** Assistant Professor of English, MFA, Bennington College.

**Busalacki, Aimee (2007).** Associate Professor of Biology, Ph.D., West Virginia University- Morgantown.

**Chapel, Cynthia (2000).** Professor of Education, Ed. D., Oklahoma State University.

**Chowdhury, Manzoor E. (2008).** Associate Professor of Business Administration, Ph.D., Texas A&M University-College Station.

**Clark, Stephanie (2012).** Instructor of Mathematics, M.Ed., Lincoln University.

**Connor, Kimberly (2007).** Associate Professor of Education, Psy.D., Forest Institute of Professional Psychology.

**Cordray, Ethan M. (2012).** Instructor of Library and Information Science, M.L.S., University of Missouri-Columbia.

**Crow, James (1996).** Assistant Professor of Art, M.F.A., University of Missouri Columbia.

**Cunha, Carlos (2015).** Associate Professor of Political Science, Ph.D., University of Massachusetts, Amherst.

**Davis, Karen (2016).** Assistant Professor of Nursing, M.S.N., Western Governors University.

**DeBord, Kurt A. (1995).** Professor of Psychology, Ph.D., University of Missouri-Columbia.

**Douglas, Darla C. (1988).** Associate Professor of Nursing, M.S.N., University of Missouri-Columbia.

**Duke, Linda (2017).** Associate Professor of Marketing, D.M., Webster University.

**Edoho, Felix M. (2006).** Professor of Business Administration, Ph.D., University of Delaware.

**EGilla, Jonathan (2004).** Assistant Professor of Research/Horticulture, Ph.D., Texas A & M University.

**Eivazi, Frieda (1984).** Professor of Research/Agriculture, Ph.D., Iowa State University.

**El-Dweik, Majed (2007).** Associate Professor of Research/Nanotechnology, Ph.D., University of Missouri-Columbia.

**El-Mashad, Hamed (2010).** Assistant Professor of Research/Bioenergy, Ph.D., Wageningen University, Netherlands.

**Espinoza, Catherine (2017).** Assistant Professor of Biology, Ph.D., University of Missouri-Columbia.

**Essel, Albert (2015).** Professor of Agricultural Economics, Ph.D., Iowa State University

**Feutz, Grace (2017).** Instructor of Nursing Simulation, M.S.N., Graceland University.

**Frank, Troy (2011).** Associate Professor of Business Administration, D.M., Webster University.

**Frazier, Jane (2006).** Professor of English, Ph.D., University of Mississippi.

**Gamblin-Green, Michelle (2005).** Assistant Professor of Music and Director of Choirs, M.M. Bowling Green University.

**Garfias, Paula (2016).** Assistant Professor of Nursing, M.S.N., Walden University

**Garner, Essex. (2014).** Instructor of Art, M.Ed. University of Missouri-Columbia.

**Ghinescu, Rodica (2004).** Professor of Psychology, Ph.D., University of Missouri-Columbia.

**Gossett, Amy D. (2005).** Associate Professor of Political Science, Ph.D., Indiana University.

**Gonzalez, Anthony (2016).** Assistant Professor of Criminal Justice, J.D. St. Louis University Law School.

**Greene, Debra F. (1996).** Professor of History, Ph.D., University of Missouri-Columbia.

**Greninger, Thomas (1983).** Associate Professor of Computer Science, Ph.D., University of Nebraska.

**Grube, Jeffrey (2012).** Instructor of Nursing, B.S.N., American Sentinel University..

**Gubbels, Thomas (2008).** Associate Professor of History, Ph.D., University of Missouri-Columbia.

**Hardy, Benjamin F. (2015).** Assistant Professor of Military Science, B.S., Kansas State University.

**Harper, Rhonda (2005).** Assistant Professor of Music and Director of University Bands, M.Ed., Lindenwood University.

**Harris, Sean (2015).** Instructor of Nursing, M.S.N., Uniformed Services University.

**Headrick, Marilyn (1998).** Professor of Accounting, J.D., Texas Tech School of Law,

L.L.M., University of Denver; CPA, CFP®.

**Heermance, J. Noel (1970).** Professor of English, Ph.D., Howard University.

**Heise, David (2011).** Assistant Professor of Computer Science, Ph.D., University of Missouri-Columbia.

**Hendricks, Andria (2015).** Instructor of Business Administration, M.A., Lincoln University, M.B.A. William Woods University.

**Hendricks, Avila (2000).** Professor of Education, Ph.D., University of Missouri-Columbia.

**Herrington, Melvin (2015).** Assistant Professor of Criminal Justice, J.D. Washburn University.

**Hertzler, Olivia (2016).** Assistant Professor of Sociology, Ph.D., University of Missouri-Columbia.

**Heyen, Ann (2006).** Associate Professor of Nursing, D.N.P., Rush University.

**Homann, Gary (2008).** Professor of Psychology, Ph.D., University of Wyoming.

**Hussey, Kenneth (2014).** Instructor of Political Science, Master of Public Affairs, Indiana University.

**Ike, Roberto M. (2004).** Professor of Business Administration, Ph.D., St. Louis University.

**Ikem, Abua (2003).** Associate Professor of Research/Chemistry, Ph.D., University of Ibadan.

**Jackson, Justin (2011).** Instructor of Mathematics, M.A., University of Missouri-Columbia.

**Jay, Jordan (1995).** Professor of Education, Ph.D., University of Missouri-Columbia.

**Johnson, Hwei-Yiing Li (2001).** Associate Professor, Ph.D., Virginia Polytechnic Institute & State University.

**Johnson, Walter Calvin Jr. (2002).** Associate Professor of Psychology, Ph.D., University of Missouri-Columbia.

**Jungmeyer, Roger L. (1989).** Professor of History, Ph.D., University of Missouri-Columbia.

**Kern, Jim (2006).** Professor of Education, Ph.D., University of Missouri-Columbia.

**Kish, Charles (2017).** Assistant Professor of Physical Education, Ed. D., Missouri Baptist University

**Kowaluk, Gary (2016).** Assistant Professor of Criminal Justice, Ph.D. University of Missouri, Kansas City

**Kuykendall, Bradley (2015).** Librarian/Instructor of Library Science M.L.I.S., University of Illinois

**Lael, Anita (2009).** Associate Professor of Education, Ed. D., University of Missouri-Columbia.

**Lane, Barbara (2005).** Assistant Professor of Nursing/Ft. Leonard Wood, M.S.N., University of Phoenix.

**Lee, Keesoo (2005).** Professor of Biology, Ph.D., University of Georgia-Athens.

**Liu, Fengjing (2010).** Assistant Professor of Research/Hydrology, Ph.D., University of Colorado.

**Lockhart, Jenny (2011).** Assistant Professor of Nursing, M.S.N., University of Central Missouri.

**Logan, James (1985).** Associate Professor of Marketing, M.B.A., Bowling Green University.

**Matthews, Yvonne (1989).** Instructor and State Child and Family Development Specialist, Cooperative Extension, M.S., Howard University.

**McCord, Jennifer (2010).** Assistant Professor of Nursing, M.S.N. University of Missouri-Kansas City.

**McGraw, Matthew (2014).** Assistant Professor of English, Ph.D., University of California-Riverside.

**McSwain, Ann Marie E. (2007).** Associate Professor of Nursing, DHA, University of Phoenix.

**Melloway, Janet (2008).** Assistant Professor of Business Education, M.B.A., Lincoln University.

**Meysami, Ahmad (1984).** Assistant Professor of Technology and Industrial Education, M.S., University of Missouri-Rolla.

**Mishra, Ajay (2017).** Assistant Professor of Physics, Ph.D., University of Missouri-Columbia.

**Morian, Christina (1999).** Associate Professor of Mathematics, Ph.D., University of Missouri-Columbia.

**Morin, Cynthia (2006).** Assistant Professor of Biology, University of Missouri-St. Louis.

**Moseley, Crystal (2015).** Instructor of Health and Physical Education., M.A.Ed., East Carolina University.

**Murray, Daniel G. (2013).** Senior Military Science Instructor.

**Napier, April (2017).** Assistant Professor of Social Work, MSW, Washington University

**Nichols, Michael (2015).** Instructor of Computer Science, M.S., Information Systems for Roosevelt University.

**Nolph, Michelle (2011).** Instructor of Nursing, M.S.N., St. Louis University.

**Nyaberi, David (2011).** Assistant Professor of Art Education, Ph.D. University of Illinois.

**Owen, Junette (2014).** Instructor of Nursing, B.S.N., University of Missouri - Columbia

**Palangpour, David (1999).** Instructor of Computer Science, M.S., Business Administration.

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