

## **INTERNAL USE COPY ONLY**

The content of this catalog is available for students on the Viterbo University Web page, where it will be updated when changes in policy/courses occur.

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It is the policy of Viterbo University not to discriminate against students, applicants for admission, or employees on the basis of sex, race, color, religion, national origin, ancestry, age, sexual orientation, or physical or mental disabilities unrelated to institutional jobs, programs, or activities. Viterbo University is a Title IX institution.

This catalog does not establish a contractual relationship. Its purpose is to provide students with information regarding programs, requirements, policies, and procedures to qualify for a degree from Viterbo University. Viterbo University reserves the right, through university policy and procedure, to make necessary changes to curriculum and programs as educational and financial considerations may require.

A student follows the curricular requirements in the catalog in effect at the time of entry (as a new degree seeking student) and duration of attendance at Viterbo provided attendance is uninterrupted and a degree is completed within a period of six years.

All academic policy and course additions/revisions will apply to all students as of the date they become effective, regardless of whether they were in effect at the time the student initially enrolled at Viterbo.

The university catalog is normally revised every year and changes are announced. When changes occur, either the original or the most recent catalog may be followed.

## Accreditation

Viterbo University is accredited by:

- The Higher Learning Commission, a commission of the North Central Association  
230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1411, 800-621-7440 (V);  
312-263-7462 (F); [info@hlcommission.org](mailto:info@hlcommission.org); <https://www.ncahlc.org/>
- Association of Collegiate Business Schools and Programs (ACBSP)  
11520 West 119th Street, Overland Park, KS 66213, (913) 339-9356;  
<http://www.acbsp.org/page/main>
- Accreditation Council for Education in Nutrition and Dietetics (ACEND)  
120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995; 312-899-5400;  
<http://www.eatright.org/students/education/accreditedprograms.aspx>
- Commission on Collegiate Nursing Education  
One Dupont Circle, NW, Suite 530, Washington, DC 20036; 202-887-6791;  
<http://www.aacn.nche.edu/accreditation/>
- Council on Social Work Education  
1725 Duke Street, Suite 500, Alexandria, VA 22314-3457; 703-683.8080; <http://www.cswe.org/>  
11520 West 119th Street, Overland Park, KS 66213, 913-339-9356; <http://www.cswe.org/>
- National Association of Schools of Music  
11250 Roger Bacon Drive, Suite 21, Reston, VA 20190-5248; 703-437-0700;  
<http://nasm.arts-accredit.org>
- National Council for Accreditation of Teacher Education  
2010 Massachusetts Avenue NW, Suite 500, Washington, DC 20036; 202-466-7496;  
<http://www.ncate.org/>

Its chemistry program is approved by the American Chemical Society.

It is approved by the Wisconsin State Board of Nursing for the licensure of registered nurses.

The education program is recognized by the Iowa Department of Education and the Wisconsin Department of Public Instruction for the certification of teachers in the elementary and secondary schools and for the training of veterans.

Viterbo University is recognized and approved by the Iowa College Student Aid Commission to offer degree programs in education.

Viterbo University is registered as a private institution with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

## Degree and Other Offerings

Viterbo University offers the following undergraduate degrees:

- Associate of Arts
- Associate of Science
- Bachelor of Art Education
- Bachelor of Arts
- Bachelor of Business Administration
- Bachelor of Fine Arts
- Bachelor of Liberal Studies
- Bachelor of Music
- Bachelor of Science
- Bachelor of Science in Community-Medical Dietetics
- Bachelor of Science in Education
- Bachelor of Science in Nursing

**Pre-And Post-Professional Programs**

- Pre-Chiropractic, Dentistry, Engineering, Law, Medicine, Optometry, Pharmacy, Physical Therapy, Physician Assistant, Podiatry, Veterinary
- Community Interpreting Certificate
- Dietetics Internship
- Post-baccalaureate teacher licensure program
- Post Masters AODA Specialty Certificate

**Accelerated Degree Programs**

- Biology (three years)
- 3 + 1 English (writing) (to MBA or M.A.S.L.)
- 3 + 1 History (to MBA or M.A.S.L.)
- 3 + 1 Philosophy (to MBA or M.A.S.L.)
- 3 + 1 Religious Studies (to MBA or M.A.S.L.)
- 3 + 1 Spanish (to MBA or M.A.S.L.)
- 3 + 1 English (writing) (to MBA or M.A.S.L.)
- 3 + 1 History (to MBA or M.A.S.L.)
- 3 + 1 Philosophy (to MBA or M.A.S.L.)
- 3 + 1 Religious Studies (to MBA or M.A.S.L.)
- 3 + 1 Spanish (to MBA or M.A.S.L.)
- 4 + 1 B.B.A. to MBA

**Graduate Programs**

Viterbo University offers the following graduate degrees:

- Master of Arts in Education (tracks for the classroom teacher and for the administrator)
- Master of Arts in Servant Leadership
- Master of Business Administration
- Master of Science in Mental Health Counseling
- Master of Science in Nursing
- Doctor of Nursing Practice

For further information on these programs and policies, students may refer to the university graduate catalog.

**Mission, Vision, Identity – Core Values – History**

<http://www.viterbo.edu/about/Mission, Vision, and Identity.aspx>

**Campus Facilities and Grounds**

<http://www.viterbo.edu/CampusInformation.aspx>

**Statement of Non-discrimination**

Viterbo University values diversity and seeks talented students, faculty, and staff from diverse backgrounds. Viterbo University does not discriminate on the basis of race, sex, sexual orientation, gender identity, religion, color, national or ethnic origin, age, disability, or veteran status in the administration of educational policies, programs, or activities; admission policies; scholarship or loan awards; athletic, or other university administered programs or employment. The Office of Human Resources has been designated to handle inquiries regarding the non-discrimination policy and may be contacted at Viterbo University, 900 Viterbo Drive, La Crosse, WI 54601; 608-796-3930.

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## Admission

Viterbo University welcomes applications for admission from all students who have prepared for a competitive collegiate program. Admission to Viterbo University is offered to those for whom academic and personal success seems likely. Each candidate is evaluated individually. Evidence of ability to do college-level work is essential. All qualified students, regardless of sex, race, religion, color, national or ethnic origin will be extended an offer of admission on a first come, first served basis as long as space remains available. Students will be evaluated for admission in accordance with the general admission criteria stated below.

### General Admission Criteria

[http://www.viterbo.edu/admission/Admission\\_Requirements.aspx](http://www.viterbo.edu/admission/Admission_Requirements.aspx)

Any student who does not meet one or more of the admission criteria will be referred to the dean of admission and/or the Viterbo University Admission Committee for further review and consideration. The admission committee will offer a recommendation on the admission of the student, or ask that the student come to campus and take the Viterbo University placement test.

Any student wishing to appeal an admission decision must notify the admission office in writing. Additional information such as an additional ACT or SAT score, updated transcript, letters of recommendation, etc., should be submitted for reconsideration.

Viterbo University reserves the right to deny or place conditions on the admission, re-enrollment, or continued enrollment of any applicant, former student, or current student, who in the judgment of the university officials has failed to maintain satisfactory academic progress, would be disruptive of the orderly process of the college's programs, would interfere with the rights and privileges of other students or employees, is not prepared to benefit from the course of study offered, or places a risk to the safety or well-being of the campus community. The university may consider criminal, juvenile, and disciplinary history in admission and enrollment decisions. Information submitted to Viterbo University must be true, complete, and accurate. Withholding any pertinent information may result in denial of admission or dismissal.

### Freshman Admission

[http://www.viterbo.edu/admission/freshman/Freshman\\_Admission\\_Information.aspx](http://www.viterbo.edu/admission/freshman/Freshman_Admission_Information.aspx)

A freshman is defined as a student entering college for the first time or a student who graduated from high school in the spring prior to the intended date of entry at Viterbo, but may have already taken college courses at another institution.

### Transfer (traditional programs) Admission

[http://www.viterbo.edu/admission/transfer/Transfer\\_Admission\\_Information.aspx](http://www.viterbo.edu/admission/transfer/Transfer_Admission_Information.aspx)

A transfer student is defined as any student with college credits from another institution who did not graduate from high school in the spring prior to the intended date of entry at Viterbo.

Transfer students will be considered for admission as long as they have a cumulative GPA of at least 2.0 on a 4.0 scale, are free to return to their previous college or university, and are considered to be in good academic standing both at their previous school and at Viterbo University.

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## Associate Degree Program Admission

[http://www.viterbo.edu/academics/adult\\_learning/Adult\\_Learning.aspx](http://www.viterbo.edu/academics/adult_learning/Adult_Learning.aspx)

Because the associate degree programs are designed for non-traditional students, applicants must be four years out of high school.

Applicants must request that official high school, university and/or military training transcripts, including any American Council on Education (ACE), Advanced Placement (AP), College Level Examination Program (CLEP), Defense Activity for Non-traditional Education Support (DANTES), or International Baccalaureate (IB), be sent directly to the Center for Adult Learning. Hand carried transcripts are not accepted.

Students are admitted based on high school performance and/or life and work experiences. Students admitted to the associate degree program who wish to change to a bachelor degree program prior to completion of the associate degree must meet the general admission criteria to Viterbo University. Students completing the associate degree program may transition, assuming good standing, to a bachelor degree program. Advisors in the Center for Adult Learning can assist with the paperwork for that transition. Some bachelor degree programs have additional admission criteria. Transitioning associate degree students must meet those criteria as well.

## Degree Completion Program Admission

[http://www.viterbo.edu/academics/adult\\_learning/Adult\\_Learning.aspx](http://www.viterbo.edu/academics/adult_learning/Adult_Learning.aspx)

Because the degree completion programs are designed for non-traditional students, applicants must be four years out of high school, have earned an associate degree from a regionally accredited institution, or be an accepted Pathways student.

Applicants must request that official high school, university and/or military training transcripts, including any ACE, DANTES, CLEP or AP scores, be sent directly to the Center for Adult Learning. Hand carried transcripts are not accepted.

Students are admitted based on high school performance and/or life and work experiences. Students admitted to a degree completion program who wish to change to a traditional bachelor degree program prior to completion of the degree completion program must meet the general admission criteria to Viterbo University as well as any admission criteria specific to the traditional program. See the Admission section of this catalog.

## Alternative Credit/Transfer Credit

See [Academic Regulations](#) section of the catalog for information on alternative means to earned credit, such as ACE, Advanced Placement, CLEP, Dantes, military training, or prior life/work experiences.

See the [Academic Regulations](#) section of the catalog form information on Viterbo's transfer credit policy.

## Reentry and Readmission

The application for reentry can be found on the Forms link on the registrar's office Web page.

[http://www.viterbo.edu/administration\\_and\\_services/registrar/Forms.aspx](http://www.viterbo.edu/administration_and_services/registrar/Forms.aspx)

## International Student Admission

[http://www.viterbo.edu/administration\\_and\\_services/global\\_education/International\\_Students.aspx](http://www.viterbo.edu/administration_and_services/global_education/International_Students.aspx)

## Non-degree-seeking Students

[http://www.viterbo.edu/admission/Non-Degree\\_Student\\_Admission\\_Information.aspx](http://www.viterbo.edu/admission/Non-Degree_Student_Admission_Information.aspx)

### **High School Students: Youth Options or Course Options Program**

[http://www3.viterbo.edu/admission/Youth\\_Options\\_Information.aspx](http://www3.viterbo.edu/admission/Youth_Options_Information.aspx)

Viterbo University welcomes students in the Wisconsin Youth Options Program. High school juniors and seniors who have not yet graduated may attend Viterbo University at reduced per credit charges and applicable course fees. Viterbo University will issue credit to students upon successful completion of the course(s), with such credit being fully acceptable toward a bachelor's degree. The reduced per credit charge is available for fall or spring semesters only.

### **High School Students: Diocesan High School College Credit Program and the High School College Credit Program**

Viterbo University offers college credit to students enrolled in approved high schools. The course and instructor are approved for college credit by Viterbo University faculty. Viterbo University will offer college credit for a maximum of five courses per high school per year. High school students may take a maximum of three courses (total) of these Viterbo University approved courses.

### **Non-degree Student Admission**

Students desiring to audit or take selected courses for credit, but who do not expect to earn a degree at this university, may be enrolled as a non-degree-seeking student. Complete transcripts of high school and college records need not be submitted, but high school graduation, a GED, or its equivalent is required. Students may be admitted as a degree-seeking student at a later date. Students interested should complete the non-degree student application available online or in the Office of Admission. Refer to the audit policy, in the academic regulations section of this catalog for the audit policy.

### **Senior Citizen Enrichment Program**

Persons 62 years of age or older may audit selected courses at no charge. This program is offered on a space-available basis. Since no grade is given the course cannot be converted to credit at some later date. Interested students should secure a special enrichment form in the Office of Admission. This program is not available during the summer.

The senior citizen enrichment enrollment form can be found on the Forms link on the registrar's office Web page. [http://www.viterbo.edu/administration\\_and\\_services/registrar/Forms.aspx](http://www.viterbo.edu/administration_and_services/registrar/Forms.aspx)

### **Continuing Education Units**

Continuing Education Units (CEUs) may be offered for some workshops with the understanding that at no time may these units be substituted for academic credits received in academic courses in the basic programs. The CEU is defined to mean 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

### **For Applicants with Acts, Crimes, or Offenses That May Prohibit or Restrict Admission**

Applicants for admission or re-admission with criminal or disciplinary records must disclose information about their prior records. Failure of the applicant to accurately and completely provide information and records may result in denial of admission, revocation of admission, or discipline, up to and including permanent dismissal from the university. Information to be disclosed includes: (1) criminal offenses, pending criminal charges, and diversion agreements (felonies and misdemeanors), (2) adjudicated delinquencies, (3) information on any behavior resulting in a suspension or expulsion from any high school or post-secondary institution, (4) information about less than honorable discharges from the military, (5) other pertinent offenses and/or violations. (Minor traffic violations should not be included.)

Certain affiliates associated with Viterbo require that students placed in their facility for clinical/internship/field placement experiences clear a criminal background check prior to placement. Students whose background check reveals criminal history may be prevented access to the clinical site, and as a result, the student will not have sufficient clinical experience to successfully complete the program.

Additionally, licensing boards for certain professions including health care occupations may deny the individual the opportunity to sit for an examination if an applicant has a criminal history.

Fully qualified applicants for the criminal justice, dietetics, education, nursing, social work, and some other programs are required to complete a disclosure form prior to admission and may be subject to a criminal background check conducted by an outsourced agency.

### **Procedure**

A review committee will evaluate the application, the disciplinary and criminal history disclosure form and all explanatory materials, of any student who indicates any of the aforementioned convictions, charges, records, etc. Prior to making a decision on admission or re-enrollment, the review committee may request additional materials from the applicant, conduct a phone interview with the applicant and/or request that the applicant appear before the review board to discuss his/her application, etc.

The review committee will recommend admission or denial of admission in one of three ways: (1) admit or re-enroll the applicant without conditions, (2) admit or re-enroll the applicant with condition (i.e., restrictions on location or place, denial of option to live in university housing facilities, etc.), or (3) deny admission or re-enrollment of the applicant. Recommendations on admission or re-enrollment will be forwarded from the review committee to the appropriate university administrator who will formally admit or deny admission to the applicant based on the recommendation from the committee. The recommendation of the review committee is final and not subject to appeal. The review committee is typically comprised of the vice president for student development, the academic vice president, the dean of admission and the director of campus safety, or their respective designees.

### **Criminal Convictions Occurring After University Admission**

Students are required to disclose in writing to the Vice President for Student Development criminal convictions occurring since completing the application for admission. This policy applies to all Viterbo University incoming and current students.

## Tuition and Fees

[http://www.viterbo.edu/administration\\_and\\_services/business\\_office/Student\\_Information.aspx](http://www.viterbo.edu/administration_and_services/business_office/Student_Information.aspx)

Tuition and fees are set on a yearly basis. The university may set additional fees as needed. Students pay for their own books and course materials.

**All expense items are subject to change.**

## Business Office Policies

Except where noted, information about the following policies may be found on the above link.

- **Viterbo University Bookstore**—Semester-based students are allowed to charge books to their account the first week of each semester, excluding summer session.
- **Student Identification Card** –  
[http://www.viterbo.edu/administration\\_and\\_services/physical\\_plant/Key\\_and\\_Access\\_Card\\_Policy.aspx](http://www.viterbo.edu/administration_and_services/physical_plant/Key_and_Access_Card_Policy.aspx)
- **Parking**
- **Payment Policy**
- **Federal Truth-in-Lending Act**
- **Refunds** (semester-based programs)

## Financial Aid

<http://www.viterbo.edu/financialaid/>

## Financial Aid Application Procedures

[http://www.viterbo.edu/administration\\_and\\_services/financial\\_aid/Applying\\_for\\_Aid.aspx](http://www.viterbo.edu/administration_and_services/financial_aid/Applying_for_Aid.aspx)



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## Student Life

The student handbook and planner may be found on this Web page. This document contains student conduct policies and procedures.

<http://www.thezonelive.com/zone/public/6/schoolHome.asp?i=316>

### Campus Activities

[http://www.viterbo.edu/administration\\_and\\_services/Student\\_Services/activities/Campus\\_Activities.aspx](http://www.viterbo.edu/administration_and_services/Student_Services/activities/Campus_Activities.aspx)

#### Student Activities Board

[http://www.viterbo.edu/administration\\_and\\_services/student\\_services/activities/student\\_organizations/Student\\_Boards,\\_Associations,\\_and\\_Councils.aspx](http://www.viterbo.edu/administration_and_services/student_services/activities/student_organizations/Student_Boards,_Associations,_and_Councils.aspx)

#### Student Government Association

[http://www.viterbo.edu/administration\\_and\\_services/student\\_services/activities/student\\_organizations/Student\\_Boards,\\_Associations,\\_and\\_Councils.aspx](http://www.viterbo.edu/administration_and_services/student_services/activities/student_organizations/Student_Boards,_Associations,_and_Councils.aspx)

#### Student Organizations

[http://www3.viterbo.edu/administration\\_and\\_services/student\\_services/activities/student\\_organizations/Student\\_Organizations.aspx](http://www3.viterbo.edu/administration_and_services/student_services/activities/student_organizations/Student_Organizations.aspx)

#### Student Publications

[http://www3.viterbo.edu/administration\\_and\\_services/student\\_services/activities/student\\_organizations/Student\\_Publications.aspx](http://www3.viterbo.edu/administration_and_services/student_services/activities/student_organizations/Student_Publications.aspx)

### Campus Ministry

[http://www.viterbo.edu/administration\\_and\\_services/ministry/Campus\\_Ministry.aspx](http://www.viterbo.edu/administration_and_services/ministry/Campus_Ministry.aspx)

### Counseling Services

[http://www3.viterbo.edu/administration\\_and\\_services/Student\\_Services/counseling/Counseling\\_Services.aspx](http://www3.viterbo.edu/administration_and_services/Student_Services/counseling/Counseling_Services.aspx)

### Cultural Activities (Fine Arts Center)

[http://www.viterbo.edu/centers/fine\\_arts/Fine\\_Arts\\_Center.aspx](http://www.viterbo.edu/centers/fine_arts/Fine_Arts_Center.aspx)

### Dining Services

<http://www.campusdish.com/en-US/CSMW/Viterbo>

### Health Services

[http://www.viterbo.edu/administration\\_and\\_services/Student\\_Services/health\\_services/Health\\_Services.aspx](http://www.viterbo.edu/administration_and_services/Student_Services/health_services/Health_Services.aspx)

#### Health Policies

To ensure a healthy campus, Viterbo University has a Health Record Policy requiring a documented record of each student's immunizations to be submitted on or before enrollment in the university. All students must turn in their health history/immunization records to the health services office prior to the start of classes the semester of their initial enrollment at Viterbo University.

### Intercollegiate Athletics

<http://www.viterboathletics.com/>

**Recreational Sports**

[http://www3.viterbo.edu/administration\\_and\\_services/Rec\\_Sports/Rec\\_Sports\\_Home.aspx](http://www3.viterbo.edu/administration_and_services/Rec_Sports/Rec_Sports_Home.aspx)

**Residence Life**

[http://www3.viterbo.edu/administration\\_and\\_services/Residence\\_Life/Residence\\_Life.aspx](http://www3.viterbo.edu/administration_and_services/Residence_Life/Residence_Life.aspx)

**Security/ Student Right-to-Know and Campus Security Act**

Viterbo University is in compliance with Public Law 101-542, the Student Right-to-Know and Campus Security Act. Information on the completion/graduation rate for full-time, degree seeking undergraduate students may be obtained from the registrar. Information on campus security and crime statistics may be obtained from the director of security or from the campus safety website.

**Annual Security Report and Fire Safety Report**

[http://www.viterbo.edu/administration\\_and\\_services/Student\\_Services/student\\_development/Annual\\_Security\\_Report\\_and\\_Fire\\_Safety\\_Report.aspx](http://www.viterbo.edu/administration_and_services/Student_Services/student_development/Annual_Security_Report_and_Fire_Safety_Report.aspx)

**Student Development**

<http://www.viterbo.edu/students/development/>

## Academic Services

### Academic Advising

[http://www.viterbo.edu/academics/academic\\_resources/academic\\_advising/Academic\\_Advising.aspx](http://www.viterbo.edu/academics/academic_resources/academic_advising/Academic_Advising.aspx)

### Academic Early Alert

<http://www.viterbo.edu/academicearlyalert/>

### Academic Resource Center

[http://www.viterbo.edu/administration\\_and\\_services/academic\\_resource\\_center/Academic\\_Resource\\_Center.aspx](http://www.viterbo.edu/administration_and_services/academic_resource_center/Academic_Resource_Center.aspx)

### Career Services

[http://www.viterbo.edu/administration\\_and\\_services/career\\_services/Career\\_Services.aspx](http://www.viterbo.edu/administration_and_services/career_services/Career_Services.aspx)

### Disability Services

[http://www.viterbo.edu/administration\\_and\\_services/academic\\_resource\\_center/Accommodations for Students with Diagnosed Needs.aspx](http://www.viterbo.edu/administration_and_services/academic_resource_center/Accommodations_for_Students_with_Diagnosed_Needs.aspx)

### Library Services

<http://www.viterbo.edu/library/>

### Technology Support

[http://www.viterbo.edu/administration\\_and\\_services/iit/Instructional\\_and\\_Information\\_Technology.aspx](http://www.viterbo.edu/administration_and_services/iit/Instructional_and_Information_Technology.aspx)

### Help Desk

<http://www.viterbo.edu/helpdesk/>

# Academic Regulations and Policies

## Academic Calendar

Regardless of delivery methods, the academic year is divided into two semesters, each 15 weeks in length plus a final exam week. The summer session typically runs 14 weeks.

## Academic Integrity

All members of the Viterbo University community are expected to conduct themselves in an ethical manner and adhere to the highest standards of academic integrity. Furthermore, Viterbo University students are expected to adhere to a standard of academic honesty befitting their enrollment in this Catholic Franciscan university. They will not engage in plagiarism, cheating, lying, or stealing, nor will they tolerate those who do so. Fundamental to the principle of independent learning and professional growth is the requirement of honesty and integrity in the conduct of one's academic life. Academic dishonesty in any form is a serious offense against the academic community. Each academic program will review the standards of academic integrity and have students acknowledge their acceptance of the standards.

## Academic Integrity Policy

Viterbo University students, faculty, and administration share the responsibility of maintaining a standard of academic honesty. The faculty must create an atmosphere in which students may display their knowledge. This atmosphere includes sufficient safeguards to control dishonesty including an orderly testing room, restrictions on text messages, etc. Students are responsible for understanding and refraining from academic misconduct.

## Academic Misconduct

Academic misconduct is any activity that may compromise the academic integrity of the university, or subvert the educational process. Examples of academic misconduct include, but are not limited to,

- Violating course rules as contained in the course syllabus or other information provided to the student; violating program regulations as established by departmental committees and made available to students;
- Knowingly providing or receiving information from others during examinations; or possessing or using unauthorized materials during examinations;
- Knowingly providing or using assistance in the laboratory, on field work, in scholarship, or on a course assignment when said work was to be completed individually;
- Submitting plagiarized work for an academic requirement.  
Plagiarism is the representation of another's work or ideas as one's own whether intentional or unintentional; it includes the unacknowledged paraphrasing or word-for-word use of another person's work, and/or the inappropriate unacknowledged use of another person's ideas. Each student is responsible for understanding plagiarism and the consequences of committing plagiarism. The Viterbo University library offers information about plagiarism and how it can be avoided. Viterbo students are strongly encouraged to complete an online tutorial on avoiding plagiarism, which is available at [www.indiana.edu/~istd](http://www.indiana.edu/~istd).
- Submitting substantially the same work to satisfy requirements for one course or academic requirement that has been submitted to satisfy requirements for another course or academic requirement, without permission of either the instructor of the course for which the work is being submitted or the supervising authority for the academic requirement;
- Falsifying or fabricating laboratory results, research results, or any other assignments;
- Serving as, or enlisting the assistance of a substitute for a student in the taking of examinations;
- Altering grades or marks in an effort to change the earned grade or credit;
- Altering university forms or records, or using such forms or records without authorization; or
- Engaging in activities that unfairly place other students at a disadvantage, such as taking, hiding, or altering resource material, or manipulating a grading system.

A faculty member who suspects a student of academic misconduct shall follow these steps.

- Notify the student in writing of the allegation.
- Contact the program director (graduate program) and /or the department chair or dean of the school (undergraduate program)
- Contact the vice president for academic affairs to notify that office that the student is involved in an allegation of academic misconduct and to discover if the student has previously violated the academic integrity policy.

### **Procedures for Unintentional Violations of Academic Misconduct (undergraduate or graduate)**

If the student has not previously committed academic misconduct, the faculty member shall determine whether this academic misconduct is intentional or unintentional. Unintentional academic misconduct occurs when a student attempts to acknowledge, quote, and/or cite sources but does so inadequately or incorrectly. In determining if the misconduct is intentional or unintentional, the faculty member may consult with the student and/or program director. Students may have only one report of unintentional academic misconduct; more than one unintentional offense shall be treated as intentional academic misconduct.

If the faculty member determines that the misconduct is unintentional, the faculty member:

- Must provide a written warning that the continuation or repetition of academic misconduct will be cause for additional disciplinary action; and
- May award a failing grade on the assignment; or
- May require the student to resubmit the corrected assignment or complete an alternative assignment. The faculty member shall determine the grade for the resubmitted or alternate assignment.

In determining the appropriate sanction, the faculty member shall consider all pertinent facts, including the nature of the offense, mitigating and aggravating circumstances, and the student's response to the event. The faculty member shall notify the vice president for academic affairs that the misconduct was determined to be unintentional so that the vice president for academic affair's office may properly monitor all faculty notifications for patterns of academic misconduct.

### **Procedures for Intentional Violations of Academic Misconduct (undergraduate or graduate)**

#### Graduate Program Procedures

If the faculty member determines that the misconduct was intentional, he or she shall refer the incident to the director of the relevant graduate program. The director of the program shall collect all pertinent facts, including the nature of the offense, mitigating circumstances, the student's response to the event, and the failure of the individual to comply with past sanctions. The program director shall make the final determination of whether or not academic misconduct occurred and, if so, whether said misconduct was intentional or unintentional.

If the program director finds that the student has intentionally violated the academic integrity policy, the program director will notify the student in writing and make a recommendation to the academic vice president who shall impose sanction(s). At a minimum, the student shall receive a failing grade in the course. Most cases of intentional academic misconduct at the graduate level will result in either suspension or expulsion from Viterbo University.

#### Undergraduate Program Procedures

If the faculty member decides that the misconduct was intentional or the student admits the academic misconduct, then one or more of the following sanctions may be imposed by the faculty member:

- Award a failing grade on the test or paper; or
- Require the student to take another test or resubmit the paper;
- Award a failing grade for the class. (This action must have the approval of the school dean of the discipline of the misconduct.)

In the event that the student disputes the allegation of academic misconduct or has previously been found in violation of the academic misconduct policy, the incident will be referred to the dean of the relevant school. Imposing sanctions will be deferred pending the dean's finding on the allegation. The school dean shall collect all pertinent facts, including the nature of the offense, mitigating circumstances, the student's response to the event, and the failure of the individual to comply with past sanctions. The school dean shall make the final determination of whether or not academic misconduct occurred and, if so, whether said misconduct was intentional or unintentional.

If the faculty member or school dean meets with a student, the student may have a consultant present. The consultant may provide notes to the student during the meeting, but is not permitted to respond to questions for the student during the meeting. If the student is found to be in violation of the academic misconduct policy, the dean forwards her or his recommendation to the vice president for academic affairs, or designee, who may impose sanction(s) listed in the Code of Student Conduct.

The student will be notified in writing of the findings by the vice president for academic affairs. A copy of the decision letter will also be sent to the vice president for student development, or designee. This action is required for maintenance of complete disciplinary records.

### **Sanctions for Previous Violations of Academic Misconduct (undergraduate and graduate)**

If the student has committed other academic misconduct, the matter shall be handled by the academic vice president as described below. The vice president for academic affairs may impose one or more of the following sanctions for a violation of this academic integrity policy.

- Interim suspension – Suspension from classes, campus facilities, university premises and/or university-sponsored functions, for an interim period pending disciplinary proceedings. A student suspended on an interim basis may discuss with the academic vice president or designee the reliability of the information related to the student's academic misconduct.
- University suspension – Separation from the University for a specified period of time. The academic vice president may specify conditions for readmission
- University expulsion – Permanent separation of the student from the University.

The vice president for academic affairs will communicate the decision in writing to the student. The academic vice president will also send a copy of the letter to the vice president for student development, or designee.

In accordance with procedures set forth in the Viterbo University Student Handbook, students may appeal any decision for breach of academic honesty to the University Board of Review. (See academic appeals below.) In any appeal case the breach of the academic policy itself takes precedence over the sanction given for the violation.

### **Procedural Norms for Academic Appeals**

In accordance with procedures set forth in the Viterbo University Student Handbook, students may appeal any decision for breach of academic honesty to the University Board of Review. (See academic appeals below.) In any appeal case the breach of the academic policy itself takes precedence over the sanction given for the violation.

#### Appeals Process for the Academic Integrity Policy

When a student disputes the charge of breaching the academic honesty policy or the sanction given for the violation:

- The student should address in writing the specific complaint to the individual faculty member and include copies of all communication used in the initial stages of the investigation.
- If the student disagrees with the faculty member's decision, the student may continue the written complaint and include copies of all communication used in the stages of the investigation to the program director (graduate) or chairperson of the relevant department (undergraduate).
- If the student disagrees with the program director or chairperson's decision, the student may continue the written complaint and include copies of all communication used in the stages of the investigation to the dean of the relevant school.

- If the student disagrees with the dean's decision, the student may continue the written complaint and include copies of all communication used in the stages of the investigation to the vice president for academic affairs.

If the informal appeals do not satisfactorily resolve the grade dispute, the student may file a formal, written appeal to the Board of Review.

The Board of Review will meet, at a minimum, three times a year, if necessary, during:

- Fall in-service week in August (To address all spring and first seven week summer session appeals.)
- The last week in November (To address all summer and first seven week fall session appeals.)
- The second week in April (To address all fall and first seven week spring session appeals.)

Formal grade appeals to the Board of Review must be filed within the fourth week of the subsequent semester following the finalization of grades in the Registrar's office. This written appeal shall include:

- A request to the chairperson of the Board of Review to meet to hear the appeal.
- An initial statement of the problem, including both a chronology of events leading up to the informal appeal, and a description of the previous attempts to resolve the dispute with the instructor, chairperson, dean, and Vice President for Academic Affairs.
- Submission of a name of a member of the Viterbo University faculty, administration, general staff, and/or student body to serve on the Board of Review on the student's behalf.

The Board of Review will acknowledge the receipt of the appeal within five working days and notify the student of the next Board of Appeals meeting date.

A copy of the written appeal shall be presented to the vice president for academic affairs and the aggrieved faculty member, program and/or department by the Board of Review within five working days. The respondents shall in turn present in writing a response with any necessary documentation to the Board of Review with five working days. The vice president for academic affairs shall name a member of the Viterbo University faculty, administration, general staff, and/or student body to serve on the Board of Review on the respondent's behalf.

All parties affected by the appeal shall have a copy of the student's written grievance no later than three working days before their meeting with the Board of Review. All parties that the Board requests to participate in the hearing will be notified in writing no later than three working days before a meeting convenes.

Any additional evidence deemed necessary by the Board to consider the appeals adequately shall be solicited in writing no later than three working days before the meeting date. All written statements and documentation shall be made available to both the complainant, the respondent, the vice president for academic affairs, and to the president by the chairperson of the Board of Review no later than one working day in advance of the meeting.

The Board of Review may let stand the decision of the vice president for academic affairs, reverse it, or take another course of action, including but not limited to remanding the issue to any previous party in the appeal process. In unusual cases, if after thorough review of a grade dispute, the Board of Review finds a serious injustice in the awarding of the grade, it may recommend a grade change to the president of the university. The grade change can be effected only by the action of the president on the specific recommendation of the Board of Review.

The recommendation(s) of the Board of Review shall be submitted to the president and conveyed in writing within 24 hours of the end of the hearing to the student who filed the appeal, the affected faculty member, the affected department's chairperson, and the vice president for academic affairs.

The decision of the Board of Review may be appealed by either party to the president of the university. The appeal must be written and submitted to the president within two weeks of the recommendation by the

Board of Review. After considering the appeal, the president shall render a decision, which is final. The president shall notify both parties of the decision within one week of this appeal.

Other than the deadline for initiating the appeals process, all deadlines stated in the appeals process may be lengthened or shortened by the reviewing entity for good cause, upon the request of either party or at the reviewing entity for good cause, upon the request of either party or at the reviewing entity's own discretion.

All records and correspondence in such cases will be kept in the office files of the vice president for academic affairs until graduation. Students' academic transcripts shall exclude academic misconduct violations except for cases of expulsion.

## **Academic Policy Exception**

Students seeking an exception to any university academic policy listed in this academic policy section may petition the vice president for academic affairs for an exception. The Academic Policy Exception form is found on the Registrar's office Web page. You must have the approval of your advisor, department chair, and school dean prior to the submission of the form to the vice president for academic affairs.

## **Academic Standing**

### **Academic Probation**

The purpose of academic probation is to assist students' academic progress. Students whose scholastic performance is below a cumulative GPA of 2.0 or whose semester GPA is below a 2.0 for two consecutive semesters are placed on academic probation. Students on academic probation may take no more than 14 credits in the semester in which they are on probation, and are required to complete an Academic Success Contract by the end of the first week of that semester. Students are removed from probation when the cumulative grade point average reaches 2.0 or above and a semester grade point average above a 2.0 is achieved.

### **Academic Eligibility for Extra-Curricular or Non-Required Co-curricular Involvement**

Students who have been placed on academic probation may be restricted from serving on University committees or participating in extra-curricular activities, non-required co-curricular activities, or intercollegiate athletics.

### **Suspension**

#### **Academic**

Students on probation who have failed to obtain a cumulative grade point average of 2.0 at the end of the term in which they were on academic probation may be academically suspended from the university. Additionally, any student who receives less than a 1.00 semester GPA may be suspended due to insufficient academic progress. Academic suspension may have an impact on an international student's visa status. After a minimum of one full fall or spring semester of non-enrollment a student can petition the vice president of academic affairs to be eligible for reenrollment by completing the Academic Suspension Petition for Reentry form. A suspended student may not enroll for summer courses, nor apply for a leave of absence.

#### **Administrative**

Students who are excessively absent from class or have otherwise failed to meet university standards may be administratively suspended from the course and/or university at any time within a given semester. Students will be contacted via their university email account and phone prior to the administrative suspension. An administrative suspension may have an impact on a student's financial aid and/or visa status (international student) and students must contact the financial aid office, business office and/or global education office to discuss the implications. Students will receive a grade of "SU" on their transcript for courses enrolled in the semester of their administrative suspension. The "SU" grade will calculate in the students' grade point average as an "F" would (zero grade points.) It also may be replaced, per the repeat policy. After a minimum of one full fall or spring semester of non-enrollment a student can petition the vice president of academic affairs to be eligible for reenrollment by completing the Academic Suspension Petition for Reentry form. A suspended student may not enroll for summer courses, nor apply for a leave of absence.



**Appeal Process for Suspension**

Students who are suspended from the university may appeal the suspension and ask to return to school immediately rather than remain away from the university for the required one semester. In order to appeal the suspension decision, a student must submit an Academic Suspension Appeal form along with any appropriate documentation to substantiate any extenuating circumstances identified in your appeal to the vice president of academic affairs. The completed Academic Suspension Appeal form will outline why the student should be allowed to return before the suspension period is completed and why returning would be the best strategy for academic success. Suspension appeals are reviewed by the Academic Probation Committee and the student may be asked to meet with the committee prior to a decision being made about the appeal. The application deadline for fall readmission is August 15, spring readmission is January 1 and summer readmission is April 15. The committee will review the appeal and make a decision regarding the student's readmission within 10 working days. If the appeal is granted, students will be placed on probation and follow the policy set forth for students on academic probation.

**Readmission after Suspension**

Students who are suspended must sit out for a minimum of one full fall or spring semester (not including summer). Students must apply for readmission by completing the online reentry application and the Academic Suspension Petition for Reentry form to be eligible for reenrollment. The petition needs to be submitted to the vice president of academic affairs and should provide evidence of commitment towards academic success. The application deadline for fall readmission is August 1, December 15 for spring semester, and April 15 for summer session. Reenrollment is not guaranteed. In the first regular semester after readmission, reinstated students will be on academic probation. See the Academic Probation section of this catalog for further details. Reinstated students will follow the catalog requirements for the semester of their readmission and may be subjected, by the director of student academic success, to other conditions for their continuance. This may include, but is not limited to:

- Required to obtain a semester GPA of 2.0 or above
- Register for no more than 12-14 credits
- Required to attend all classes (absences need to be excused by instructors)
- Repeat any courses in which student received a failing grade
- Suspension if student receives a mid-term grade of D or F
- Regular scheduled meetings with the director of student academic success, academic counselor, or academic advisor
- Assistance of the Academic Resource Center as determined to be necessary
- Other requirements as outlined in the Academic Success Contract

**Dismissal**

Viterbo University retains the right to dismiss a student from the university for grievous acts of academic misconduct. See the Administrative Withdrawal section of the student handbook for further details. A student dismissed from the institution is ineligible to return to Viterbo University.

**Alternative Credit**

Exam or alternative credit work taken within the last 10 years ago will be accepted. Individual schools or departments may also require that exam equivalent coursework in the major be current with academic and professional standards. Viterbo University will accept a maximum of 45 credits from American Council on Education (ACE) recommended work, Defense Activity for Non-traditional Education Support (DANTES), College Level Examination Program, Advanced Placement Examination, International Baccalaureate, Challenge Exam, or Credit for Prior Learning.

**Advanced Placement**

Viterbo University participates in the Advanced Placement (AP) Program whereby high school students may enroll in advanced high school courses, take the AP exam and receive college credit (with the appropriate score). The student must be enrolled as a degree seeking student at Viterbo University to receive credit. The Advanced Placement course equivalency policy is on the registrar's office's Web page for further information.

**American Council on Education**

Viterbo University will grant credit for military educational experiences evaluated by the American Council on Education (ACE).

**Challenge Exam**

Viterbo University will grant credit for achieving a minimum score on department developed examinations. Students should see the registrar's office Web page for information on exams offered.

**Credit by Examination**

The College Level Examination Program (CLEP) is a national program administered through the College Board. Viterbo follows The American Council on Education (ACE) guidelines and recommendations for minimum scores for awarding credit in subject examinations. There is a fee for each examination. Currently enrolled students or incoming students who enroll the subsequent semester may register for exams. Students should visit the Academic Resource Center Web page for information about CLEP test dates. The CLEP course equivalency policy is on the registrar's office's Web page for further information.

**Credit for Prior Learning**

The credit for prior learning (portfolio) program is for students who feel they have significant college-relevant learning from lifetime / work experience applicable toward college credit. The portfolio process must be completed during a student's first calendar year of enrollment. A limit of nine credits may be earned by portfolio for associate and master's degree students and a maximum of 15 credits may be earned by portfolio for bachelor degree students. To participate in the credit for prior learning program a student must:

- Be currently enrolled.
- Meet with the program director/coordinator to get instructions and make a plan for completing the portfolio.
- Complete Parts A and B of the Application for Credit for Prior Learning, and submit the portfolio review fee to the Business Office (obtaining their signature in Part C of the Application for Credit for Prior Learning).
- Construct a portfolio containing lifetime/work learning applicable to the student learning outcomes of a course in the Viterbo University catalog.
- Submit the portfolio to the program director/coordinator. The portfolio will be sent to the appropriate faculty reviewer(s) for evaluation.
- Upon receipt of the Application for Credit for Prior Learning with parts D and E completed by the faculty reviewer(s), and approved by the Vice President of Academic Affairs (VPAA), the program director/coordinator will notify you of the decision.
- Take the Application for Credit for Prior Learning to the Business Office and pay the portfolio fees for each credit approved by the faculty reviewer.
- Submit the completed application form, with all required signatures, to the Registrar's office so the approved credits can be awarded.

Students who would like to know more about credit for prior learning are encouraged to contact their program director or coordinator.

**International Baccalaureate Program**

The International Baccalaureate Diploma Program is recognized by Viterbo University for purposes of admission and course credit. The university awards credit for higher-level IBP examinations (with the appropriate score) according to the respective academic department. The student must enroll as a degree-seeking student at Viterbo University. The CLEP course equivalency policy is on the registrar's office's Web page for further information.

**National College Credit Recommendation Service**

Viterbo University will grant credit for education experiences based on evaluation by the National College Credit Recommendation Service (CCRS), formerly, the National Program on Noncollegiate Sponsored Instruction (PONSI). National CCRS administers a system that evaluates courses and educational programs conducted by non-collegiate organizations nationwide and recommends to colleges and universities that they grant credit when learning experiences are found comparable to college-level instruction.

### **Retroactive Spanish Credit**

[http://www3.viterbo.edu/academics/letters\\_and\\_sciences/humanities/spanish/Retroactive\\_Credit.aspx](http://www3.viterbo.edu/academics/letters_and_sciences/humanities/spanish/Retroactive_Credit.aspx)

Students who enter Viterbo University with advanced preparation in Spanish may receive from four to 14 retroactive credits provided –

- the student takes a placement exam to determine appropriate class level
- a grade of C or better is earned in the student’s first university course above the 101 level

Retroactive credits will appear on a student’s transcript after the grading deadline of the term in which the first university course above the 101 level was completed and the minimum grade was achieved. The retroactive credits granted may be used toward fulfilling the B.A. degree requirement as well as toward the Spanish major or minor requirements.

A student who has received college credit for a Spanish course taken while in high school (through Advanced Placement, Youth Options, or other cooperative agreements between secondary and post secondary schools), or received Viterbo transfer credit for a course taken at another college or university may not take the placement exam or be awarded retroactive language credits.

### **Attendance**

Viterbo University challenges students to be learners who assume responsibility for being a part of a community of scholars. Student presence and participation in the classroom is an important component of this challenge. Furthermore, as part of its mission, Viterbo University offers an education that prepares students for professional employment. Each student is encouraged to develop a professional work ethic that reflects responsibility, initiative, and teamwork.

In light of the above, students are expected to attend all classes. Students who are absent from class miss opportunities to contribute to the learning environment of the classroom and are developing patterns that will not be tolerated in the professional workplace. Absences from class may result in a loss of college financial aid. Federal regulation requires that students make satisfactory progress toward a degree in order to retain federal financial aid.

### **Guidelines**

- Viterbo University expects students to attend all classes.
- Students who do not attend the first two 55-minute class periods or the equivalent of a course and who do not inform the instructor prior to the class meetings may be asked by the instructor to drop the course using the official drop form thereby avoiding a grade of “F.” Faculty will notify the director of student success of these absences no later than Friday of the first week of classes.
- Each faculty member will establish a reasonable attendance policy, which will be stated in the course syllabus and shared at the first class meeting. Certain courses may have more stringent attendance policies.
- Faculty will keep a weekly record of attendance for each student to comply with federal financial aid guidelines.
- Faculty will continually inform the director of student success using the Starfish Early Alert system to report students who have excessive absences.
- A student should not be considered absent from a class when she/he is attending a required extracurricular activity such as a field trip, or when a student is officially representing Viterbo University at a scheduled activity, such as a fine arts production, a conference, or an intercollegiate athletic event. Students participating in such events are responsible for the class work missed.
- Students not able to attend classes due to military obligations should refer to the Military Deployment policy.
- When an absence is unavoidable, a student should contact his/her instructor or the director of student success. Documentation may be required. Absences do not remove the responsibility for the student to complete the work missed. Instructors are not required to make special arrangements for students who have missed a class.

- When the number of absences exceeds 15 percent of the scheduled classes, the faculty may issue a failing grade for the student.
- Excessive absenteeism will be reported to the financial aid office by the director of student success and may result in a loss of eligibility for financial aid.
- Excessive absenteeism may also result in the administrative withdrawal of the student from the course and/or Viterbo University.

## Audit

Students pursuing a degree at Viterbo University may wish to audit a course for personal or professional knowledge. Students who are auditing are not required to complete assignments or take examinations, but auditors are expected to attend classes. If their attendance is unsatisfactory, auditing students will be administratively withdrawn from the course. Students receive no credit for courses that they audit; a grade of “AU” is entered on their records. Audited courses do not count toward students’ degree requirements. To audit a course, students must complete an audit form obtained from the Office of the Registrar. The completed form includes the instructor’s signature, which signifies consent for the student to audit the course. Students must return the completed form to the registrar’s office no later than Friday of the first week of class. After the first week of classes, students may not change their course status from audit to credit. In exceptional circumstances a student may change the status of the course from credit to audit. In that case, students must file the paperwork no later than the midpoint of the class. Students may also repeat audited courses for credit in subsequent semesters. Students may not repeat courses for which credit was received as audited courses in subsequent semesters. The tuition and fees for audit courses are the same as for credit courses.

Community members (non-degree seeking students) may also audit a course. The same policies and deadlines apply to non-degree auditors. Interested students should submit a non-degree student application obtained from the Office of Admission, for initial entrance to Viterbo University. Non-degree students should check the current fee schedule, published in the class schedule, for rate.

## Center for Adult Learning Students Enrolling in Traditional Student Course Sections

Students pursuing an adult learning degree completion bachelor degree program may take a maximum of three courses outside of the courses offered through the Center for Adult Learning.

## Classification of Students

- **Freshmen**—Students whose academic record contains 30 or fewer credits.
- **Sophomores**—Students who have earned between 31 and 60 credits.
- **Juniors**—Students who have earned between 61 and 90 credits.
- **Seniors**—Students who have earned 91 or more credits.
- **Non-degree**—Students who are not actively pursuing a degree at Viterbo University.
- **Graduate**—Students pursuing a graduate degree.

## Contact Hours

Viterbo defines one credit hour as 750 minutes over 15 weeks. In addition, each credit of a course requires that students spend two hours of work outside of class per week.

Regardless of format, all sections are required to meet the required credit hour standards by any combination of instructional time and outside work. Outside work could include additional outside reading, group work, service projects, field work, clinical rotations, among other learning activities.

Laboratory periods, clinical, internships, and practicums vary in length depending upon the requirements of the course. Normally one credit hour equals no less than 30 actual clock hours.

Minimum class and outside work time are calculated according to the following formula.  
 $[750 + 1800] \times \text{the number of credits of a course} =$   
 the minimum number of minutes of instructional time and outside work required

For example: a three credit course requires a minimum of 7,650 total minutes.

## Cooperative Program with the University of Wisconsin-La Crosse

Undergraduate students at Viterbo University may enroll in selected courses at the University of Wisconsin-La Crosse (UW-L) as a result of an inter-institutional cooperative agreement. Through the program, students of both institutions have access to broader educational opportunities, and resources of the institutions can be utilized more fully. Under this cooperative agreement, a student may take selected courses, on a space available basis only, at UW-L, during the fall or spring semesters. The selected courses must be courses that are never available at Viterbo University, and the student must be a full-time student at Viterbo University (not including co-op credits) during the co-op semester and enrolled in a traditional undergraduate bachelor degree program. (One charged the tuition plateau between 12-18 credits; not a program offered through the Center for Adult Learning or graduate program.) The approval of the student's academic advisor is required. Credits earned through this cooperative program are considered to be transfer hours and are not calculated into the student's grade point average at Viterbo University. Students must complete and return the appropriate form, available from the Office of the Registrar. The deadline to submit the form is May 1 for fall semester and December 1 for spring semester.

## Credit/No Credit Courses

The opportunity to elect some courses on the credit/no credit basis is possible for students. This option must be exercised during the first 11 class days of the semester. The policy for credit/no credit follows:

- Each participating department shall have the privilege of articulating its degree of participation in the credit/no credit system.
- Students are eligible if they have at least a 2.0 cumulative grade point average. (First semester freshmen electing credit/no credit courses need permission of the director of student success.)
- Instructors will turn in a letter grade to the registrar for all students; the registrar will make the necessary conversion:
  - a grade of C or above shall be converted to CR which shall stand for credit granted.
  - CD, D, or F grades shall be converted to NC which shall stand for no credit granted.
- A course in which a grade of CR has been earned will be counted towards graduation requirements. Neither CR nor NC will be included in computing grade point average.
- Courses on a CR/NC option (including those courses graded only CR/NC) ordinarily may not exceed 18 credits toward degree requirements. If a student has reached the maximum of 18 credits, an exception may be made for those courses required of the major and graded only on a credit/no credit basis. Exceptions must be cleared by the vice president for academic affairs.
- Courses on a credit/no credit option may not be taken in one's major or minor field, area of concentration, or professional education courses unless so specified in the respective department.
- If students later wish to major in a field in which a credit/no credit course was taken, a respective department may decide to accept or reject the credit grade (but not to convert the credit grade to a letter grade).
- Since certain courses lend themselves more readily to a credit/no credit system of grading, departments shall have the option of specifying such a grading system for a particular course. All students enrolled in the course would be graded credit or no credit.

## Dean's List

Viterbo University will release the dean's list for publication approximately March 15 for fall semester and July 15 for spring semester. There is no dean's list for the summer session. A grade point average of 3.5 is the requirement for meriting a place on the dean's list of honor students.

To merit a place on the dean's list, a student must be registered as a full-time student at the beginning of the semester and complete a minimum of 12 letter graded credits (that is, not on the credit/no credit basis), achieve a semester grade point average of 3.5, and have no incompletes. To merit a place on the dean's list of honor students, a part-time student must complete a minimum of six letter graded credits, achieve a semester grade point average of at least 3.5, and have no incompletes. Furthermore, the student must begin the semester as a part-time student and must have completed a total of 15 letter graded credits at Viterbo University with a cumulative grade point average of at least 3.0. The dean's list is published in the hometown newspaper for those students who have supplied that information to Viterbo University. Any change in that information may be made in the Office of the Registrar.

## Examinations

Each instructor, in the course syllabus, will inform the class of the methods of evaluation to be used. Examinations are one method of evaluation; however, the instructor may decide upon other means of determining how well the student has met the course objectives. Evaluation of the student's progress is made in each course at mid-semester. It is the responsibility of the instructor to inform the student of her or his progress. Final examinations are held at the conclusion of the semester and final grades are submitted to the registrar. If the instructor wishes to use some form other than the written examination, the final meeting of the class must be held during the time scheduled for the final examination.

## Grades

A student's scholarship rating in each subject is determined by the results of examinations, the general character of the student's daily class work, and other methods of assessment of learning. Students view final grades via the online student information system, VitNet. The grading system follows:

Grade	Meaning	Grade Points*
A	Superior work. This indicates not only high achievement, but also an unusual degree of initiative.	4.0
AB	Between A and B	3.5
B	Higher achievement than average	3.0
BC	Between B and C	2.5
C	Average and satisfactory work	2.0
CD	Between C and D	1.5
D	D Work fulfilling minimum requirements	1.0
F	Failure in the course	0.0
U	Administrative F Awarded to students who did not officially withdraw from the course, but who failed to participate in course activities through the end of the enrollment period. It is used when, in the opinion of the instructor, completed assignments or course activities or both were insufficient to make normal evaluation of academic performance possible. The "U" will calculate in a student's grade point average as an "F" would (zero grade points.) It also may be replaced, per the repeat policy, as an "F" would.	0.0
SU	Administrative Suspension Awarded to students who do not officially drop a course, but who are not participating in course activities. The SU will calculate in a student's grade point average as an F would (zero grade points). It also may be replaced, per the repeat policy, as an F would.	0.0

*\*For each credit*

## Other Grades

CR	Credit granted (C or better work)
NC	No credit granted
AU	Audit (no credit)
I	Incomplete. Student has been doing passing work but must still meet certain

	requirements before the grade can be determined.
NR	Non-reported. The Office of the Registrar may use a grade of NR after the deadline for faculty to submit grades, but before the grade can be collected from the faculty member. The NR grade is not a permanent grade and will be changed as soon as the grade can be collected. An NR grade is not calculated in the grade point average.
W	Withdrawal from course

### **Incompletes**

A grade of incomplete is given infrequently and only under unusual circumstances that are beyond the student's control such as a serious illness or death in the family or unanticipated complications in an original research project. To be considered for an incomplete, the student must have at least 50% of the course work complete and have a passing grade in the course. Students will find the form to request a grade of incomplete on the registrar's office Web page. The student must seek the approval of the instructor, department chair, and dean or vice president for academic affairs. The completed form with approving signatures needs to be submitted to the registrar's office by the last class period (not the final exam day).

The student is responsible for completing the required course work by the agreed upon deadline. The instructor is responsible for submitting a replacement grade to the registrar's office. If the incomplete grade is not removed and the replacement grade from the instructor is not on file in the registrar's office by mid-semester of the subsequent semester or summer session, the incomplete grade converts to an F.

### **Grade Appeal (Academic Review Process)**

When grievances arise in regard to a course grade, the student should first discuss the matter with the individual faculty member. If a satisfactory conclusion is not achieved, the matter may be brought, in turn, to the respective department chairperson, school dean, and then to the vice president for academic affairs. Matters still in dispute may finally be taken to the Board of Review. Formal, written grade appeals must be filed within the fourth week of the subsequent semester (fall, spring, and summer) following the finalization of grades in the Registrar's Office and in accordance with procedures available in the student handbook.

### **Grade Point Average**

The grade point average of a student's work is the ratio of the grade points to the number of credits attempted. Courses taken under the credit/no credit option as well as courses completed at another institution are not included in the grade point average.

### **Grade Forgiveness Policy for Reentry Students**

Students who reenter Viterbo University after a minimum of two year's absence from Viterbo may apply for grade forgiveness of previous coursework at Viterbo University under the following guidelines:

- The student must have been readmitted to Viterbo University and must have completed at least 16 but no more than 45 credits of graded coursework with an overall grade point average of 2.0 or higher from time of reentry. Continuous attendance is required to achieve 16 credits.
- The student must apply in writing to the director of student success for grade forgiveness by completing the form which is obtained from that office.
- The student who is granted grade forgiveness will have, on the transcript, all previous grades earned from Viterbo University prior to reentering the university identified by the statement "grade forgiveness policy applied to the above." These grades will not be calculated in the new grade point average.
- Once grade forgiveness is granted a new cumulative grade point average will begin from the semester of reentry into Viterbo University.
- Once grade forgiveness is granted, all grades initially received will remain on the student's permanent record (transcript) along with a notation of the grade forgiveness action.
- The student may request grade forgiveness only once.
- All credits in semesters in which grade forgiveness is granted are treated as credit earned or not earned, similar to grades of CR or NC, not as letter grade credits, since they are not calculated in the

new grade point average. Courses with a grade of “C” or better are counted as earned credits while grades of “CD” or lower are counted as not earned. Since all credits earned with a grade lower than “C” are lost when academic forgiveness is granted, students should carefully consider whether it is in their best interest to apply for grade forgiveness. Once grade forgiveness is granted, the decision is final.

- The criteria for entry into specific programs are independent of this policy.

## Independent Study

Independent study is one way Viterbo University students can enjoy individualized learning. Independent study allows students to proceed at their own pace and take more responsibility for their own learning. Since independent study requires initiative and allows for considerable freedom, students should plan the proposed study carefully with help from the directing faculty. Students should outline the proposed plan of study on the next page. The same number of student/faculty contact hours as a regular course must be maintained. The plan must be approved by the academic advisor, department chair, and dean of the discipline of the independent study. Students must complete this form and file it with the Office of the Registrar upon registration, but no later than the end of the first week of classes for the term of the independent study. Students must complete the work of the independent study within the semester they register for the course. Over the course of their Viterbo University career, students may take a maximum of six credits of independent study.

Independent study courses may be of three types:

1. Directed study, research and/or readings in an area that is not included in the regular course offerings. (The course appears on a student’s transcript with the title Independent Study.) For undergraduate independent study, the directing faculty member and student will decide if the course should be for lower- or upper-division credit. The student will register for the agreed upon 288 (undergraduate lower division), 488 (undergraduate upper division), or 588/788 (graduate) credit.
2. Departure from the regular credit value of a course, such as independent work on one portion of an existing course. (The course appears on a student’s transcript with the title Independent Study.) For undergraduate independent study, the directing faculty member and student will decide if the course should be for lower- or upper-division credit. The student will register for the agreed upon 288 (undergraduate lower division), 488 (undergraduate upper division), or 588/788 (graduate) credit.
3. The independent study of a course listed in the current university catalog.

Students may ordinarily undertake this option only under special circumstances. (The course appears on a student’s transcript by its catalog title prefaced with IS.) Students may not take a course as an independent study if it is listed in the current class schedule. The level of the course will determine what level of independent study the student will register for: 288 (undergraduate lower division), 488 (undergraduate upper division).

## Internships

A maximum of 12 internship credits are allowed per fall or spring semester; nine internship credits are the maximum allowed for the summer (a total of 15 credits may be applied to graduation requirements).

## Leave of Absence

Undergraduate students are granted a continuous one-year leave of absence upon withdrawing or not being enrolled for any reason. Students will remain in the same catalog for curriculum requirements, provided they return to Viterbo University according to the guidelines specified below.

- The leave of absence begins the day of withdrawal or last day of last term attended, including summer, and remains in force for no more than three full, consecutive semesters, including summer.
- The student returns to the same program (major) as was declared upon last day of attendance.
- The student is not considered an officially enrolled student when not registered for any courses. The student also is not designated as being on a leave of absence for any official purposes.



- To initiate the reentry to Viterbo, the student is responsible for submitting an application (Apply Online link on the Viterbo home page) to indicate the term of return, as well as confirm/update other demographic information.
- The student is responsible for notifying the registrar's office of changes in name, address, telephone number, or email address while on leave of absence.
- The student is responsible for completing a request to take a course at another institution form if he/she decides to complete coursework at another institution during the leave of absence.
- If the leave of absence expires prior to the student's return to Viterbo University, the student will be assigned the current catalog for the term of re-entry.

## Military Deployment

Viterbo University has set forth the following policy for students serving in a branch of the armed forces and called to active duty, including state activation of a member of the National Guard. This policy also applies to a student who is a spouse of an activated service member (who has a dependent child).

The director of student success will serve as the main contact for the student. In all cases (deployment during the term and between terms), the director of student success will work with the student to determine if any online or other course enrollment for subsequent terms is possible while being deployed.

- The student must provide a copy of his/her orders.
- If the deployment occurs after a term begins and will be for the duration of the term or longer:
  - If a student decides he/she cannot continue his/her studies, a student may request a full refund of tuition charges and mandatory fees for courses that cannot be completed. All or a portion of tuition charges and mandatory fees may be waived by the business office. No refund of non-mandatory fees will occur. Any room and board charges will be prorated based on the dates of attendance. Financial aid adjustments will be made in accordance with federal and state financial aid regulations. If a balance remains on a student's account after all adjustments have been made, the account will be flagged as "no interest" until the student returns or it is determined the student is not continuing studies at Viterbo University.
  - At the discretion of the faculty member, a student may continue a course using communication means available (Blackboard, email, etc.). All charges and financial aid pertaining to the courses in which the student continues enrollment will remain.
  - If a student has completed a short term course but is enrolled in other courses that have not been completed, the charges and financial aid related to the completed course will remain and the rest of the charges and financial aid will be adjusted appropriately.
- If the deployment is short term or mandatory training (begins and ends during the term):
  - In consultation with the faculty members and dean or department chair, every effort will be made to accommodate the short term absence.
- If the deployment occurs between terms, it is recommended that the student contact the director of student success to complete a leave of absence form.

## Registration

Registration for subsequent semesters is completed via VitNet, the online student information system. Registration for spring typically occurs in early November and for fall in early April. Students are expected to see their advisor prior to registration to discuss their course selection and obtain their registration time. All coursework must be registered for the term in which the work is done. Students must confirm their enrollment in the business office prior to the beginning of classes or according to schedule during the first three days of classes. Students who have pre-registered for classes but decide not to attend Viterbo University must contact the director of student success of the change in plans prior to the beginning of the semester. Students are liable for all charges until this official notification is made. The registration deadline is Aug. 15 for the fall semester, Jan. 1 for the spring semester, and May 1 for the summer session.

### Add/Drop

Schedule changes may be made via the VitNet online system any time after a student's initial registration time, with the following parameters.

A full semester course may be added through the first week of the semester. When students wish to change a section or credit value for a full-semester class, they must drop and then add the class. These changes must also be completed by the end of the first week of the semester. At the request of the advisor, and only with the consent of the instructor, a full semester course may be added after the fifth day but before the 10th class day of the semester.

Compressed courses may be added until the first day of the class.

Students may drop full-semester courses during the first eight weeks. See the [Important Dates](#) on the registrar's office Web page for deadlines as they are different for each term. A drop will result in the deletion of the course from the permanent record. Full semester course drops completed after the eighth week through Monday of the 11th week will result in a grade of W. No full-semester drops are allowed after the deadline to receive a grade of W. Drop deadlines for courses other than 15 weeks in length are prorated accordingly. For all courses, the official drop date is the date the drop is completed in VitNet.

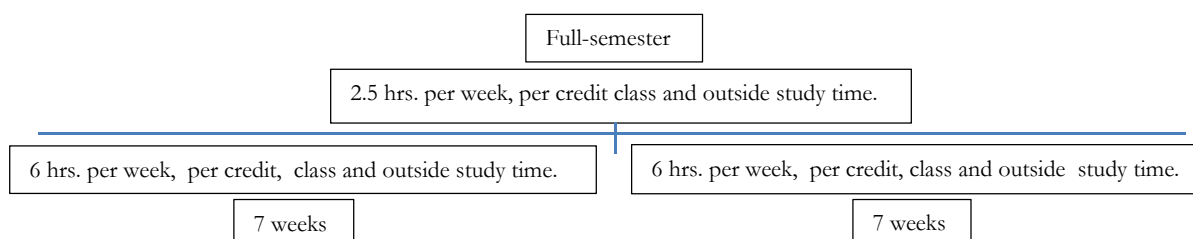
### Maximum Credit Load

Full-time credit load is a minimum of 12 for undergraduate students during a traditional fall or spring term.

To provide student success in the classroom, a student in a traditional program may not take more than 20 credits in any term (fall, spring or summer). A traditional program student enrolling in a Center for Adult Learning compressed or online course will have those credits count towards the maximum of 20 total credits and cannot have more than seven credits of compressed courses in either seven week session.

Students in Center for Adult Learning programs may not take more than seven credits in a seven week session. Students in Center for Adult Learning bachelor degree completion programs may register for a combination of seven week and full semester course section offerings. The maximum total credits may not exceed 20 total with no more than seven credits in any given seven weeks. In other words, the maximum enrollment for a Center for Adult Learning student is seven credits in the first seven weeks and seven credits in the second seven weeks and six credits of full semester course section offerings.

Example: Center for Adult Learning student combined load – fall or spring semester.



### Repeating Courses

Except where program/departmental requirements prevent it, students may repeat a course. Each grade is listed on the permanent record; only the last grade is used in computing the grade point average. Repeating courses may affect financial aid, academic progress, and for athletics, eligibility. Grades from courses repeated at other institutions to replace grades earned at Viterbo University will not be used in computing the grade point average. Students must seek prior approval before taking a course at another institution.

### Sexual Harassment Policy

Viterbo University is committed to maintaining a learning and working environment which respects the dignity of all individuals, and is free from sexual harassment. Accordingly, Viterbo University will not tolerate the sexual harassment of one member of the university community by another, or by external

parties/individuals providing services to Viterbo University. The university community subject to this prohibition includes faculty, administrators, staff, and students.

### **Definition**

Sexual harassment takes two forms under the law: (1) *Quid pro quo* or (2) hostile atmosphere.

*Quid pro quo* harassment occurs where an individual retaliates against another for submitting to, or refusing to submit to, sexual harassment. This refusal may include refusing sexual advances, rejecting physical contact, or denying requests for sexual favors. The retaliatory action may include the denial of a promotion, the levying of discipline, lowering of a student grade, or termination of employment.

*Quid pro quo* harassment also occurs where submission to sexual harassment is proffered as a condition for favorable treatment. This favorable treatment may include promotion, wage advance, or academic advancement.

Hostile atmosphere is the other form of sexual harassment. An individual's conduct, whether intentional or unintentional, may create a hostile, intimidating, or offensive learning and working environment for others. This hostile environment may be created by repeated and unwelcome sexual advances or requests for sexual favors. Also, unwelcome verbal or physical conduct of a sexual nature may create a hostile atmosphere. Such conduct includes, for example, unsolicited gestures or comments of a sexual nature, display of offensive, sexually graphic materials, or physical conduct of a sexual nature.

Sexual harassment may originate from faculty, administrators, staff or students. Also, sexual harassment may originate from external parties/individuals providing services to Viterbo University. Harassment can occur if the offending individual is the same gender as the individual being harassed. If an individual is offended by witnessing the harassment of another individual, a harassment complaint may still be filed even though the harassment is not directly aimed at the individual witnessing the harassment.

As defined above, sexual harassment is a specific form of discrimination in which the power differential inherent in the relationship between a student and teacher or supervisor and subordinate is exploited. However, this policy also recognizes that sexual harassment may occur between individuals who have similar status at Viterbo University, such as student-student or faculty-faculty.

Consenting sexual relationships between faculty and student or supervisor and subordinate often present the most difficult cases of sexual harassment. The power differential between these two groups can cast serious doubt on whether the relationship is consensual. Also, the relationship can easily turn the learning or working environment into a hostile one for the complainant. Since the purpose behind this policy is to free the working and learning environment from such damaging interference, Viterbo University strongly discourages such relationships. If the University learns of such a relationship between a supervisor and subordinate, steps will be taken to alter the reporting structure. If the relationship occurs between a faculty member and student, the matter will be discussed with the faculty member and student and steps taken to avoid harm.

### **Complaint Resolution**

The primary goal of the sexual harassment policy is to prevent objectionable behavior or stop it whenever it occurs. No member of the community will be retaliated against for making a sexual harassment complaint.

Any member of the community who believes he or she has been sexually harassed by another should, if possible, tell the individual harassing him/her that the behavior is offensive and must stop, and should also report the harassment to the vice president for academic affairs, human resource director, or the vice president of finance and administration as soon as possible. Any member of the community who becomes aware of a sexual harassment incident should report the incident to the vice president for academic affairs, human resource director, or the vice president of finance and administration as soon as possible. Timely reporting of incidents will ensure efficient resolution.

The vice president for academic affairs, human resource director or the vice president of finance and administration will conduct an investigation of the harassment complaint. The complainant will prepare a

written complaint describing the incident as completely as possible, and provide the written complaint to the vice president for academic affairs, human resource director, or the vice president of finance and administration. To the extent possible, the investigation will remain confidential, considering the complainant's right of privacy, the need to be fair to the respondent by notifying the respondent of the complaint, and the need to gather information regarding the incident. Investigation of the complaint may require the interviewing of members of the university community who may have witnessed the incident, or who may have information regarding the incident, as well as review of relevant data or documents. The investigation will be conducted expeditiously, but in a manner consistent with the complexity and severity of the matter. The vice president for academic affairs, human resource director or the vice president of finance and administration will maintain a written record of the complaint and resolution process.

If there is a finding that sexual harassment has occurred, the offending individual will be subject to an appropriate penalty. The penalty will depend on the severity, frequency, or repetition of the harassment. If the matter involves an employee, discipline, ranging from reprimand to discharge, may be given. If the matter involves a student, discipline, ranging from reprimand to administrative withdrawal, may be given. The complainant will be notified of the results of the investigation and the resolution of the complaint.

If the investigation of the complaint shows that the complainant made a false complaint, Viterbo University may discipline the complainant for making such a false complaint. If the matter involves an employee, discipline, ranging from reprimand to discharge, may be given. If the matter involves a student, discipline, ranging from reprimand to administrative withdrawal, may be given. A false complaint is one where there is absolutely no basis for the complaint or the complaint was motivated by malice toward the respondent.

In addition to the complaint resolution procedures described above, the complainant may also file a charge with an appropriate external agency (e.g. Equal Employment Opportunity Commission, Wisconsin Equal Rights Division).

## Student Records

[http://www.viterbo.edu/administration\\_and\\_services/registrar/FERPA.aspx](http://www.viterbo.edu/administration_and_services/registrar/FERPA.aspx)

### Right to Privacy

Viterbo University annually informs students of the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended.

This act, with which the institution intends to comply fully, was designated to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Policy Compliance Office concerning alleged failures by the institution to comply with the act.

Local policy explains in detail the procedures to be used by the institution for compliance with the provisions of the act. A copy of the policy may be obtained from the Office of the Registrar. This office also maintains a directory of records which lists all education records maintained on students by this institution.

Viterbo University hereby designates the following student information as public or “directory information.” Such information may be disclosed by the institution for any purpose, at its discretion—name; address (home, local/campus, and email); telephone listings; date of birth/age; major/minor field of study; participation in officially recognized activities and sports; weight and height of athletic team members; dates of attendance; full-time/part-time status; photograph; registration course schedule; class level; academic level; degrees/academic recognitions/awards received; name/address/occupation of parent/guardian/spouse; and educational institutions or agencies attended. Currently enrolled students may withhold disclosure of directory information under the Family Educational Rights and Privacy Act of 1974, as amended. To withhold disclosure, written notification must be received in the Office of the Registrar by the end of the second week of each semester and the first week of summer school. Forms requesting the withholding of “directory information” are available through the Office of the Registrar.

Viterbo University assumes that failure on the part of any student to request specifically the withholding of “directory information” indicates individual approval for disclosure.

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records — including your Social Security Number, grades, or other private information — may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

## **Student Right to Know**

[http://www.viterbo.edu/administration\\_and\\_services/air/ir/Institutional\\_Research.aspx](http://www.viterbo.edu/administration_and_services/air/ir/Institutional_Research.aspx)

In compliance with the Student Right to Know Act, the graduation/completion rates of full-time, degree-seeking, first-time undergraduate students entering Viterbo University with a completion rate of 150 percent of normal time to complete an educational program must be published. Viterbo has chosen to publish completion rates on the above Web page.

## **Technology (Use of)**

All semester-based students are given a Moodle, email account, and VitNet account. Moodle is Viterbo University's online course management software for most programs.

The assigned email address is used throughout the length of the student's time at Viterbo University and is the official means of communication to students. Students are responsible for reviewing all information transmitted to their Viterbo account, and are advised to check it daily.

## **Transcripts**

A transcript is a complete and unabridged copy of all academic work attempted at Viterbo University and work accepted in transfer to Viterbo. Course and grade information contained on the transcript are released only upon written consent from the student as required by the federal Family Educational Rights and Privacy Act of 1974. A transcript will not be mailed as a result of a telephone call, email, or Fax request. Records from other schools will not be photocopied or sent elsewhere. No transcript will be issued until all financial accounts have been cleared with the university. There is a per transcript fee.

The Viterbo University transcript does not include any academic standing notations. The transcript will, however, include a notation if the student has been expelled from the institution.

## **Transfer Credit Policy**

Credits for letter graded courses earned at regionally accredited institutions will transfer to Viterbo University. Courses in which a student has earned a grade of C or higher will be considered for transfer to Viterbo University. Credit for courses where the earned grades are less than a C are not eligible for transfer. A student may be required to repeat a transferred major or required support course where the grade requirement of the

department or accrediting body is higher than a C. Individual schools or departments may also require that coursework in the major be current with academic and professional standards.

Viterbo University recognizes the value of career education provided by regionally accredited technical colleges and strives to provide opportunities for those students to combine their technical education with advanced coursework in their major field and a background in the liberal arts that results in a baccalaureate degree. Credits which are a part of an associate degree program will be considered for transfer to Viterbo University.

Courses of a remedial or pre-college nature will not be accepted for transfer, except when needed to meet other college-level course prerequisites.

All credits eligible for transfer from two-year institutions will be transferred to Viterbo University. Students must, however, satisfy all support and discipline-specific coursework for the major. Every student must earn a minimum of 43 credits in upper division coursework as required by the university's accrediting body. Students enrolled at Viterbo University who wish to take a course at another institution must obtain prior approval to insure the course will transfer to Viterbo University. The form for this approval is available in the registrar's office or on the office's Web page.

Students who transfer to Viterbo University with an earned baccalaureate, Associate of Arts (A.A.), or Associate of Science (A.S.) degree from a regionally accredited college or university will have the Foundation requirements of the core curriculum waived (unless required by the students' major as a program requirement), except the information fluency requirement (a one-credit course or included in part of a course within the major.) A student with earned baccalaureate, A. A., or A. S. degree from a regionally accredited college or university will also have the Ways of Thinking requirements of the core curriculum waived, except the theological inquiry, integrating faith and reasoning, and philosophical and moral inquiry requirements (unless required by the students' major as a program requirement). The baccalaureate, A.A. or A.S. degree must be completed and earned prior to enrollment at Viterbo University.

Students who transfer to Viterbo University with an Associate of Applied Science (A.A.S.) degree from a regionally accredited college or university will have the Foundation requirements of the core curriculum waived (unless required by the students' major as a program requirement), except the information fluency requirement (a one-credit course or included in part of a course within the major.). The A.A.S. degree must be completed and earned prior to enrollment at Viterbo University.

Students who transfer to Viterbo University, into the BSN completion program, with a diploma from a three-year diploma nursing program will have the Foundation requirements of the core curriculum waived (unless required by the students' major as a program requirement), except the information fluency requirement (a one-credit course or included in part of a course within the major).

### **Transfer Articulation Agreements**

Viterbo University has transfer student articulation agreements with the following institutions:

- Chippewa Valley Technical College
- Fox Valley Technical College
- Logan College of Chiropractic
- Madison Area Technical College
- Mid-State Technical College
- Nicolet Area Technical College
- Northcentral Technical College
- Ohio College of Podiatric Medicine
- Palmer College of Chiropractic
- Rochester Community and Technical College
- St. John's College (Belize)
- Southwest Wisconsin Technical College
- University of Wisconsin-Platteville
- Western Technical College
- Wisconsin Technical College System (criminal justice only)

## **Undergraduate Student Enrollment in Graduate Courses**

Undergraduate students, in bachelor degree seeking programs, may enroll in a maximum of nine graduate credits. Students must be approved by the graduate program to enroll in the graduate course(s). The credit is designated as graduate credit on a graduate transcript. The credits will not appear on an undergraduate transcript and will not be included in the undergraduate credit totals.

Maximum student credit load for dual enrollment (graduate/undergraduate) is 16 credit hours for a semester or summer term. Students can enroll in no more than six graduate credits in the semester and no more than a total of 10 credits in an accelerated format (not full semester courses).

To be registered for the graduate course(s), undergraduate students must submit an add form with the graduate program director's approval to the registrar's office, by published registration deadlines for the semester. The student's undergraduate tuition and fees are charged.

## **Withdrawal from Viterbo University**

A student who wishes to withdraw completely from the university during a semester must secure an official withdrawal form from the office of the director of student success and meet with his/her academic advisor. The student then meets with the director of student success to complete the withdrawal process and obtain signatures from the financial aid office and director of residence life when applicable. The official date of withdrawal is the day the form is received in the Office of the Registrar. This process must be completed prior to final examination week. Any applicable refunds for courses less than 15 weeks in length are prorated according to the deadline dates printed in the class schedules for the fall, spring, and summer terms. A student who wishes to reenter for any subsequent term must complete a reentry application form for re-acceptance. Failing grades are recorded for students who do not officially withdraw from the university.

# LIVE, the Core Curriculum

With its emphasis on particular skills, attributes, and values, Viterbo University's core curriculum seeks to prepare students for life in a rapidly changing world. The core curriculum is rooted in the mission of the university and in its liberal arts tradition.

## Core Curriculum Mission Statement

In the tradition of our Catholic, Franciscan heritage and our firm foundation in the Liberal Arts, Viterbo University's general education program prepares students to live and work in our global society, affirm the dignity of all people, embrace a passion for justice, revere the natural world, and nurture a spirit of inquiry and a love of truth.

## Core Curriculum Learning Outcomes

### Ethical Reasoning and Moral Development

Students respond to ethical issues, using informed value systems.

### Social Justice

Students contribute to their communities through service and leadership.

### Intercultural Knowledge and Action

Students understand their own and other cultural traditions and demonstrate a respect for the diversity of human experience.

### Critical Thinking

Students comprehensively explore issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion.

### Communication

Students speak and write to suit varied purposes, audiences, disciplines, and contexts.

### Information Literacy

Students identify, locate, evaluate, and effectively and responsibly use and share information in a variety of contexts.

### Integrative Learning

Students transfer learning to new, complex situations within and beyond campus.

## Core Curriculum Policy

- First time freshmen bachelor degree students must complete all four Mission Seminars, regardless of the number of college credits they completed while in high school through Advanced Placement, International Baccalaureate, post-secondary enrollment options (Youth Options), etc.
- Depending upon the number of credits they are awarded at the time of matriculation, transfer bachelor degree students must complete two, three, or four Mission Seminars. This policy does not apply to students in the Center for Adult Learning degree completion programs.
- Mission Seminar courses are not repeatable for credit. A student can receive credit for only one Mission Seminar course at each level (100, 200, 300, 400) even though the courses have different numbers.
- All bachelor degree students, except those in Center for Adult Learning degree completion programs, must complete The Ethical Life (VUSM 400 level) Mission Seminar.



## Core Curriculum Summary

### Foundations

Foundations courses should be completed by the student's second year.

*Note: Foundations requirements may also be satisfied by previous experience, placement mechanisms, and alternative credit options such as Advanced Placement (AP) or College Level Examination Program (CLEP), except where noted.*

#### Written Communication I (one or two courses)

Approved Courses: ENGL 103 and 104 or 105 or 195

#### Written Communication II (one course)

Approved Courses: ARTS 350, 351; BIOL 251; CRMJ 265; EDUC 319; ENGL 212, 215, 225, 255, 307; LBST 212; MGMT 300; MUSC 328; NUTR 340; OMG 302; SOCL 265; SOWK 240; SUST 225; THTR 281; UNST 295

(UNST-295 is for students who completed an A.A. or A.S. through Viterbo University and have continued on to a bachelor degree program.)

#### Quantitative Literacy (one course)

Approved Courses: COMM 211; MGMT 230; MATH courses numbered 111 or higher; OMG 305; PSYC 223; SOCL 223

Other: an ACT Mathematics score of 27 or higher

#### Information Literacy (one course)\*

Approved Courses: ENGL 103 or 104 or 105 or 195; BIOL 397; CHEM 397; MGMT 300; NURS 340; OMG 302; SOWK 240; UNST 295, 301

(UNST-295 is for students who completed an A.A. or A.S. through Viterbo University and have continued on to a bachelor degree program.)

#### Oral Communication (one course)

Approved Courses: AADM 200; ARTS 350, 351; BIOP 261; COMM 150; CRMJ 265; EDUC 255; ENGL 255; MGMT 140; MUSC 327; PHIL 244; PSYC 261; SOCL 265; SOWK 275; SPAN 306; THTR 291

\*The course must be completed at Viterbo. Transfer equivalency of one or more of the approved courses will not satisfy the requirement.

### Mission Seminars<sup>^</sup>

#### Franciscan Values and Traditions (one course)

Approved Courses: VUSM 100, 101, 110, 120, 125, 126, 127, 140, 150, 151, 160, 170, 180

#### Living in a Diverse World (one course)

Approved Courses: VUSM 200, 201, 226, 240, 252, 253, 260, 280, 281, 286, 290, 291, 292, 293

#### Serving the Common Good (one course)

Approved Courses: VUSM 300, 325, 330, 340, 381, 390, 392

#### The Ethical Life (one course)

Approved Courses: VUSM 400, 430, 431, 432, 486

<sup>^</sup>Degree completion program students will complete VUSM 471 and 472, Unified Mission Seminars I and II. These courses will not satisfy the Mission Seminar requirements for a traditional program student.

**Ways of Thinking**

Students may meet Ways of Thinking requirements with up to two co-counting Mission Seminars, which are listed below.

**Historical Analysis (three credits)**

Approved Courses: HIST 101, 102, 105, 106, 111, 112, 153, 217, 218, 220, 221, 247, 254, 295, 304, 308, 311, 315, 330, 335, 342, 344, 346, 347, 349, 351, 352, 353, 354, 355, 359, 370, 373, 380, 385; SPSL 220; VUSM 140, 340

**Literary Analysis (three credits)**

Approved Courses: ENGL 204, 208, 220, 221, 231, 232, 233, 243, 253, 257, 303, 309, 320, 321, 322, 324, 325, 326, 328, 336, 338, 341, 345, 346, 347, 354, 360, 370, 375, 380, 385, 390; SPAN 308, 314, 316, 318; THTR 320, 321, 440; VUSM 252, 260

**Scientific Reasoning in the Natural Sciences (four credits)**

Approved Courses: BIOL 100, 160, 161, 203, 296; CHEM 101, 106, 120; ENVS 101; ESCI 103; PHYS 102, 250, 260, 270; VUSM 170

**Scientific Reasoning in the Social Sciences (three credits)**

Approved Courses: COMM 230; GEOG 132; POSC 120, 121, 320; PSYC 100, 110, 171, 250; SOCL 110, 125, 210, 244, 250, 310, 320, 330, 344, 345, 351; SOWK 210; VUSM 180, 201, 280, 291

**Artistic Awareness (three credits)**

Approved Courses: ARTS 103, 105, 108, 111, 112, 121, 122, 160, 200, 203, 350, 351; COMM 105, 110; DANC 100, 105; ENGL 211, 311, 312; MUPI 171, 371; MUSC 101, 103, 109, 135, 136, 137, 139, 200, 335, 336, 337, 339; MUVO 171, 371; THTR 100; VUSM 150, 151

**Theological Inquiry (three credits)**

Approved Courses: RLST 160, 311, 331, 342, 425; VUSM 120

**Integrating Faith and Practice (three credits)**

Approved Courses: RLST 230, 260, 280, 317, 345, 348, 352, 356, 380, 433, 450, 465; SVLD 260, 356, 450; VUSM 226

**Philosophical and Moral Inquiry (three credits)**

Approved Courses: OMG 402; PHIL 100, 101, 105, 244, 302, 310, 311, 312, 313, 315, 316, 317, 320, 321, 333, 340, 360, 365, 370, 375, 381; VUSM 330

# Degree Requirements

This catalog spells out degree requirements, but the best way for students to track their specific progress is through the degree audit on VitNet and through consultation with their advisors.

Students must follow the catalog requirements in effect when they enter Viterbo University. Students must follow the same catalog for all majors and minors declared. Students who enter in the Viterbo in the summer session are considered new students, per federal guidelines, for the fall semester and are assigned the catalog in existence for the fall semester. These requirements remain in effect as long as the student attends Viterbo University on an uninterrupted basis and completes a degree within a period of six years. If students change their major, then they may need to follow a different catalog.

## Associate Degree Requirements

See the Associate Degree Program section for associate degree requirements.

## Baccalaureate Degree Requirements

Candidates for the bachelor's degree must accomplish the following:

- fulfill the core curriculum requirements
- complete all courses required for the major(s) and minor(s), if applicable
- earn a minimum of 120 credits
- earn a minimum of 40 upper division credits (300 and 400 numbered courses)
- achieve a minimum grade point average of 2.0
- earn a minimum of the last 30 consecutive credits at Viterbo not including alternative credits (see Alternative Credit section of the Academic Regulations and Policies section) or transfer credit

### Bachelor of Arts

All students seeking the Bachelor of Arts degree must complete three classes (nine credits minimum) of world language in preferably one, but not more than two languages. See the world languages section of this catalog for information about earning retroactive language credit.

### Bachelor of Science

All students seeking the Bachelor of Science degree must complete 11 credits of natural science and/or mathematics. In addition, all courses that qualify for Scientific Reasoning in the Natural Sciences or Quantitative Literacy credit within the LIVE program count toward the total.

### School of Humanities Graduation Requirement

All majors in the School of Letters and Sciences are required to complete one of the following as part of the baccalaureate degree requirements.

- A minor from any discipline on campus.
  - For transfer students, secondary education majors, or students who change majors after 28 credits at Viterbo, a concentration of nine credits in the same discipline outside of their major will be accepted in lieu of a minor. For example, a broad field social studies major would satisfy this requirement with education courses
- A year of study in the same language.
  - May be satisfied by four years of the same world language study in high school.
  - May be satisfied by an Advanced Placement score of three or higher in any language, regardless of whether or not Viterbo equivalent credit was awarded.
  - May be satisfied by a minimum of six transfer credits of a world language.
  - May be satisfied by retroactive Spanish credits, per the retroactive language policy.
- A study abroad/immersion experience.
  - May be satisfied with a credit bearing study abroad experience.
  - May be satisfied with six credits of courses with embedded immersion experiences (domestic or global) of a minimum of five days in length. As of the catalog printing deadline, Viterbo

- offers the following courses: HIST 217, Christianity in the Ancient World; HIST 220, The City in History; VUSM 340, Serving the Common Good – The Lakota of the Great Plains.
- May be waived for a non-course embedded immersion experience (e.g. service trips) if the student can demonstrate a pre-trip orientation, connection to college-level academic content, and post-trip reflection.

### Second Degree

A student may receive two degrees simultaneously provided the following conditions are met:

- All specified requirements for both degrees are met.
- The curriculum offered for the second degree includes at least 30 credits which are not counted towards the first degree. This means a minimum of 150 credits is required.
- The degrees are truly different; a student may not receive two B.A. degrees or two B.F.A. degrees simultaneously.
- Nor can a student receive a major or minor earned in one degree in a second degree; a student may not receive a B.A. with a major or minor and B.S. with the same major or minor.

### Second Major

A student may receive a double major provided he or she has the baccalaureate degree requirements listed above and has met the requirements for each respective major. A student may receive a double major when one of the majors is an interdisciplinary major, however, only if a minimum of 18 credits not included in the interdisciplinary major are completed in the other major. Certain majors are prohibited from earning a double major from a similar discipline. See specific major policy.

Students completing a bachelor degree offered through the Center for Adult Learning may not concurrently double major or double degree in a major offered in another school.

### Minor

Students may also choose to complete one or more minors. Requirements for a minor may be satisfied using courses taken to fulfill general education requirements, major support courses and electives. At least 75 percent of the credits for the minor must come from courses not required for the student's major. Students may declare a minor by completing a form obtained from the Academic Resource Center. This form must be on file in the Office of the Registrar at least six months prior to graduation.

### Honors

Honor medallions, for the commencement ceremony, are given to bachelor degree candidates who have applied for graduation by the deadline date and who have a minimum cumulative grade point average of 3.50 as of September 1 for the winter ceremony and January 1 for the spring ceremony (spring and summer graduates.) The candidate must also have or be projected to have a minimum of 45 letter graded credits earned at Viterbo University upon degree completion. That is, if the candidate does not have a minimum of 45 credits as of the dates above but the credits earned as of the dates above plus registered credits equal a minimum of 45 credits, the candidate will be given an honor medallion. The student must be registered for credits in the graduation term, no later than September 1, for winter commencement, and March 1 for spring commencement, which includes those completing requirements in the summer.

Final honors are determined and confirmed after all grades have been issued and credit checks are completed. These honors are noted on the diploma and the transcript. Students are eligible for honors upon degree completion if they have earned the required number of semester hours on a letter grade basis and have met the required grade point average.

Honor	Required Viterbo Grade Point Average	Required Hours Completed at Viterbo on a Letter Grade Basis
Academic Distinction	3.50	Minimum of 45
Cum Laude	3.50	Minimum of 60
Magna Cum Laude	3.70	Minimum of 60
Summa Cum Laude	3.90	Minimum of 60

## Graduation and Commencement

All students must be enrolled for a minimum of at least one course in the semester in which they plan to finish their requirements. Because of the preparation involved with commencement and federal reporting requirements related to earning a degree, students must participate in the ceremony in the term they complete requirements. Students completing requirements in the summer must attend the preceding May ceremony.

Students must file an application for degree form in the Office of the Registrar no later than September 15 for December graduates and January 15 for May/summer graduates. This form indicates the intent to graduate and is used to provide information to students concerning commencement events, as well as provide Viterbo University with information to order diplomas and caps and gowns.

Degrees are official after the registrar checks that students have met all graduation requirements. The date listed on the diploma/transcript will be the term in which the requirements were met. If students earn credit for prior learning after they have completed other graduation requirements, their diplomas will list the term in which the credit was granted.

### Diplomas

Diplomas earned by graduates will be sent approximately eight weeks after the grades for the semester are due, to the address listed on the application for degree form. All indebtedness to the university must be cleared before a diploma and official transcripts will be released. The transcript, not the diploma, is proof of an earned degree. Only one diploma is ever issued.

# Associate Degree Program

Viterbo University offer the associate degree program in both an online format and in a collaborative agreement with Western Technical College (WTC).

## Policy

A maximum of 12 credits may be accepted as transfer credits into the collaborative associate degree program. A maximum of 70 credits may be taken.

## Associate of Arts (face to face format)

- program requirements to be completed on the WTC campus** – CHEM 101, COMM 150, ENGL 103, 104, MATH 130, PHIL 100, PSYC 171, SOCL 125, three credits of HIST, two courses from the social sciences or foreign language or physical education, the WTC course Leadership Studies Through the Arts (890267)  
*Note – prerequisites for any of the above courses must be met prior to enrolling in the course. The above are Viterbo University equivalent courses. The WTC course 890267 will be designated on the Viterbo record as GNST 186.*
- program requirements to be completed on the Viterbo University campus** – ENGL 204, PHIL 101, RLST 160, 260, SUST 225, three credits of artistic expression, a VUSM 100 level course, a VUSM 200 level course  
*Note – prerequisites for any of the above courses must be met prior to enrolling in the course. The reference to artistic expression is to a course in the Core Curriculum category. Courses taken to satisfy this requirement should be approved for use in the Core curriculum.*
- final degree requirements** - 62 total minimum credits

## Associate of Science (face to face format)

- program requirements to be completed on the WTC campus** – CHEM 101, COMM 150, ENGL 103, 104, MATH 130, PHIL 100, PSYC 171, SOCL 125, three credits of HIST, two courses from the social sciences or foreign language or physical education, the WTC course Leadership Studies Through the Arts (890267)  
*Note – prerequisites for any of the above courses must be met prior to enrolling in the course. The above are Viterbo University equivalent courses. The WTC course 890267 will be designated on the Viterbo record as GNST 186.*
- program requirements to be completed on the Viterbo University campus** – ENGL 204, BIOL 203 or ENV5 101 or ESCI 103, RLST 160, 260, SUST 225, three credits of artistic expression, a VUSM 100 level course, a VUSM 200 level course  
*Note – prerequisites for any of the above courses must be met prior to enrolling in the course. The reference to artistic expression is to a course in the Core Curriculum category. Courses taken to satisfy this requirement should be approved for use in the Core curriculum.*
- final degree requirements** - 62 total minimum credits

**Associate of Arts (online format)**

- **program requirements** – COMM 150, 211, ENGL 103, 104, 208, 215, ENVS 101, HIST 112, MATH 130, MUSC 109, PHIL 100, 101, PSYC 171, RLST 160, 260, SOCL 125, a VUSM 100 level course, a VUSM 200 level course
- **final degree requirements** - 62 total minimum credits

**Associate of Science (online format)**

- **program requirements** – BIOL 203, COMM 150, 211, ENGL 103, 104, 208, 215, ENVS 101, HIST 112, MATH 130, MUSC 109, PHIL 100, PSYC 171, RLST 160, 260, SOCL 125, a VUSM 100 level course, a VUSM 200 level course
- **final degree requirements** - 62 total minimum credits

# Bachelor Degree Programs / Majors / Minors

Organization of the degree offerings and curriculum.

Degrees Offered:

Bachelor of Art Education (B.A.Ed.)

Bachelor of Arts (B.A.)

Bachelor of Business Administration (B.B.A.)

Bachelor of Fine Arts (B.F.A.)

Bachelor of Liberal Studies (B.L.S)

Bachelor of Music (B.M.)

Bachelor of Science (B.S.)

Bachelor of Science in Community-Medical Dietetics (B.S.C.M.D.)

Bachelor of Science in Education (B.S.Ed.)

Bachelor of Science in Nursing (B.S.N.)

## COLLEGE OF ARTS AND LETTERS

### School of Fine Arts

#### Programs (Majors)

Art Education\*\* (B.A.Ed.)

Arts Administration (B.F.A)

Music (B.A.)

Music Education\*\* (B.M.)

Music Performance (B.M.)

Music Theatre (B.F.A)

Studio Art (B.A., B.F.A.)

Theatre\* (B.A., B.F.A., B.S.)

#### Minors

Art

Arts Administration

Dance

Theatre^

### School of Humanities

#### Programs (Majors)

Broad Field Social Studies\* (B.A., B.S.)

English\* (B.A., B.S.)

History (B.A.)

Liberal Studies (B.L.S.)

Philosophy (B.A.)

Religious Studies (B.A.)

Spanish\* (B.A.)

Sustainability (B.A., B.S.)

#### Minors

English Language Arts^^

English Literature

English Writing

History^

Interpreting Studies

Latin American Studies

Ministry

Philosophy

Political Science

Religious Studies

Spanish^

Sustainability

Women's Studies



**COLLEGE OF EDUCATION, SCIENCE AND MATHEMATICS****School of Education****Programs (Majors)**

Educational Studies (B.S.Ed.)

Elementary Education\*\* (B.S.Ed.)

Secondary Education (degree respective to major)

- Art
- Biology
- Broad Field Social Studies
- Business
- Chemistry
- English
- Mathematics
- Music
- Spanish
- Theatre

Technology Education\*\* (B.S.)

**School of Natural Sciences and Mathematics****Programs (Majors)**

Biochemistry (B.S.)

Biology\* (B.S.)

Biopsychology (B.S.)

Chemistry (ACS)\* (B.S.)

Clinical Laboratory Science (B.S.)

Environmental Biology (B.S.)

Mathematical Physics (B.S.)

Mathematics\* (B.S.)

Sport Science and Leadership (B.S.)

**Minors**

Biology^

Chemistry^

Environmental Science

Mathematics^

Physics

Science^^

Sport Science

**COLLEGE OF NURSING, HEALTH, AND HUMAN BEHAVIOR****School of Nursing****Programs (Majors)**

Nursing (B.S.N.)

Dietetics (B.S.C.M.D.)

**Degree Completion Programs (Majors)**

Nursing (B.S.N)

**School of Social Sciences****Programs (Majors)**

Criminal Justice (B.A., B.S.)

Psychology (B.A., B.S.)

Social Work (B.A., B.S.)

Sociology (B.A., B.S.)

**Minors**

Criminal Justice

Diversity Studies

Family Studies

Gerontology

Psychology

Sociology

Substance Abuse Counseling

**Degree Completion Programs (Majors)**

Criminal Justice Administration (B.S.)

Substance Abuse Counseling (B.A., B.S.)

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**COLLEGE OF BUSINESS AND LEADERSHIP**
**Dahl School of Business****Programs (Majors)**

Accounting (B.B.A.)  
 Business Administration (B.B.A.)  
 Business Education\*\* (B.B.A.)  
 Management and Leadership (B.B.A.)  
 Marketing (B.B.A.)  
 Sport Management and Leadership (B.B.A.)

**Minors**

Accounting  
 Business Administration  
 Health Care Management  
 Integrative Information Technology  
 Legal Studies  
 Management

Marketing  
 Sport Leadership  
 Professional Selling

**Degree Completion Programs (Majors)**

Accounting (B.B.A.)  
 Community Organizing and Advocacy (B.S.)  
 Health Care Management (B.B.A.)  
 Health Care Science (B.S.)  
 Management Information Systems (B.B.A.)  
 Organizational Management (B.B.A.)  
 Organizational Studies (B.S.)

**Servant Leadership Department****Minors**

Ethics  
 Servant Leadership

**Communication Studies Department****Programs (Majors)**

Organizational Communication (B.S.)  
 Visual Communication (B.S.)

**Minors**

Communication Studies

**D.B. Reinhart Institute of Ethical Leadership**

\* Also available as a certifiable major in education.

\*\* Only offered as a certifiable major in education.

^ Also available as a certifiable minor in education.

^^ Only offered as a certifiable minor in education.

## Accounting Major

<http://www.viterbo.edu/academics/business/accounting/Accounting.aspx>

### Policy

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### Accounting Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (72 credits)** – ACCT 211, 212 or 313, 311, 312, 415, 418, 425, BLAW 343, 450, ECON 101, 102, FINA 331, MATH 270, MGMT 210, 230, 243, 300, 341, 447, 449, 457, 474, MKTG 351, three credits of ACCT 487
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Accounting (degree completion) Major (Bachelor of Business Administration)

The following courses are prerequisites to taking the courses required in the major: ACCT 211, 212, 313, 415, BLAW 343, ECON 101 or 102, INFO 200 (or an accounting information systems course equivalent).

Students must successfully complete all prerequisites before enrolling in the courses required in the major.

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (33 credits)** – ACCD 330, 340, 455, ACCT 416, 425, BLAW 450, OMGT 305, 306, 309, 318, 401
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Accounting (transfer agreements) Major (Bachelor of Business Administration)

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (30-43 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
CVTC	Accounting	ACCT 311, 312, 416, 418, 425, BLAW 450, FINA 331, MGMT 341, 449, MKTG 351
NTC	Accounting	ACCT 416, 418, 425, 487, BLAW 450, FINA 331, MGMT 300, 341, 447, 449, 457, 474, MKTG 351
WTC	Accounting	ACCT 311, 312, 416, 425, BLAW 450, FINA 331, MGMT 341, 449, 457, MKTG 351

### **Accounting (transfer agreement/degree completion) Major (Bachelor of Business Administration)**

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (30-39 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
CVTC	Accounting	ACCD 330, 340, 445, 455, ACCT 416, 425, BLAW 450, OMGT 306, 309, 318
NTC	Accounting	ACCD 330, 340, 445, 455, ACCT 416, BLAW 450, OMGT 302, 304, 306, 309, 318, 401, 410
WTC	Accounting	ACCD 330, 340, 445, 455, ACCT 416, 425, BLAW 450, OMGT 306, 309, 318

### **Accounting Minor**

#### **Policy**

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

#### **Accounting Minor**

- ACCT 211, 212, nine credits from ACCT 311, 312, 313, 415, 416, 418, 419, 420, BLAW 450

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Art Major

[http://www.viterbo.edu/academics/fine\\_arts/art/Majors/Minors.aspx](http://www.viterbo.edu/academics/fine_arts/art/Majors/Minors.aspx)

### Policy

- The below courses may be used to fulfill the studio requirement: ARTS 111, 112, 121, 122, 203, 207, 216, 228, 239, 286, 288, 300, 305, 308, 316, 317, 320, 328, 339, 486, 489
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Studio Art (BFA) Policy

- Students may apply to this art honors program after completing their third semester as an art major. Students choose a concentration and apply for admission to this honors art program after completing the art foundations program. Students working towards the Bachelor of Art Education degree are encouraged to apply for this program. Students should consult the art department handbook for a complete list of policies and procedures.
- The B.F.A. is a professional degree that enhances career opportunities and is the preferred degree for entrance into Master of Arts or Master of Fine Arts programs.
- B.F.A. concentration areas: ceramics, design, drawing, interdisciplinary media, painting, photography, printmaking, sculpture

### Art, Early Childhood through Adolescence, Education Major (Bachelor of Art Education)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENVIS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433
- **Major requirements (51 credits)** – ARTS 111, 112, 121, 122, 160, 203, 206, 207, 216, 228, 239, 300 or 308, 350, 351, nine credits of art studio in the area of concentration
- **Education requirements (39 credits)** – ARTS 361, 362, 463, 464, EDUC 150, 215, 255, 306, 316, 330, 390, 482
- **Freshman and sophomore reviews, senior exhibition**
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Studio Art Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (52-56 credits)** – ARTS 111, 112, 121, 122, 160, 300, 308, 350, 351, 489, 24 credits of art studio
- **Freshman and sophomore reviews, senior exhibition**
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Studio Art Major (Bachelor of Fine Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (73 credits)** – ARTS 111, 112, 121, 122, 160, 203, 207, 216, 239, 300, 308, 350, 351, 489 (three credits), 490, 30 credits of art studio (minimum of nine credits within the area of concentration)
- **Freshman and sophomore reviews, senior exhibition**
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Art Minor

#### Policy

- The below courses may be used to fulfill the studio requirement: ARTS 111, 112, 121, 122, 203, 207, 216, 228, 286, 288, 300, 305, 308, 316, 317, 320, 328, 486, 489

#### Art Minor

- ARTS 111, 112, 121, 122, 160, three credits studio of choice

The total credits of the minor requirements are 18. Transfer course and waivers and/or substitutions could modify these credit totals.

### Arts Administration Major

[http://www.viterbo.edu/academics/business/arts\\_administration/Arts\\_Administration.aspx](http://www.viterbo.edu/academics/business/arts_administration/Arts_Administration.aspx)

#### Arts Administration Major (Bachelor of Fine Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (36 credits)** – AADM 200, 300, 340, 350, 400, BLAW 343, 344, ECON 102, MGMT 320, 342 or OMGT 400, MKTG 351 or OMGT 309, two courses from ACCT 211, INFO 150 or MGMT 210,
- **Fine arts emphasis** – select one emphasis
  - **performing arts emphasis (36 credits)** – AADM 287 or 487 (minimum three credits), ARTS 160, DANC 100 or 105, MUSC 109, THTR 250, 244, 18 credits of DANC, MUSC, THTR
  - **visual arts emphasis (30 credits)** – AADM 287 or 487 (minimum three credits), ARTS 111, 112, 160, 206, 350, 351, DANC 100 or 105, MUSC 109, THTR 244
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Arts Administration Minor

#### Arts Administration Minor (Fine Arts Majors)

- AADM 200, 300 or 350, 340, two courses from AADM 400, ACCT 211, BLAW 343, MGMT 210, MGMT 320

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

**Arts Administration Minor (Non-Fine Arts Majors)**

- AADM 200, 300 or 350, 340, two courses from ARTS 160, COMM 110, DANC 100, MUSC 109, THTR 244, one course from AADM 400, ACCT 211, BLAW 343, MGMT 210, MGMT 320

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

**Biochemistry Major**

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/biochemistry/Biochemistry.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/biochemistry/Biochemistry.aspx)

**Biochemistry Major (Bachelor of Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (56-60 credits)** – BIOL 160, 161, 250, 370, 498 or CHEM 498, 499 or CHEM 499, MATH 220, 221 or 230, PHYS 260, 261, 270, 271, one course from BIOL 381, 430, CHEM 330, 340, 430
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

Those students interested in graduate work in biochemistry should follow the recommendations of the American Chemical Society which requires specifically MATH 220, 221, and 320; PHYS 260 and 261; and also either CHEM 430 or 362.

Because a biochemistry major program intrinsically contains significant work in both biology and chemistry, declared minors in biology and chemistry will not be granted.

**American Chemical Society (ACS) Accredited Biochemistry Major (Bachelor of Science)**

The same as the above biochemistry major with the additional major requirement of CHEM 350, 362, 430 or 470.

**Biology Major**

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/biology/Biology.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/biology/Biology.aspx)

**Policy**

- Students majoring in biology must maintain a biology grade point average (GPA) of 2.25 to continue in and graduate from this program. The biology GPA is based on all grades earned in the required and elective courses taken in biology and required support courses. Any student whose biology GPA falls below 2.25 will be placed on probation for one semester. If the biology GPA is not raised during that semester, the student may not enroll in further biology courses. An earned grade of a D or lower in any biology or support course will not be credited toward the biology major.
- Directed research must be faculty-approved, but may be conducted at an institution other than Viterbo University with prior approval. Special topics are offered periodically. Credit for these courses may substitute for one or more of the listed courses with faculty approval.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

**Biology Major (Bachelor of Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (55-70 credits)** – BIOL 160, 161, 250, 251, 397, 487 or 498, 499, CHEM 120, 121, 140 or 240, MATH 113 or placement into calculus, 130 or 230, PHYS 250 and 270 or 260 and 270, 15 credits of upper division BIOL including one course from each of the following areas (three courses must include a lab)
  - **organismal biology** – BIOL 317, 347, 353, 426, 482
  - **cell and molecular biology** – BIOL 305, 370, 376, 381, 430
  - **ecological and evolutionary interactions with the environment** – BIOL 310, 321, 340
 Students planning to attend medically related schools may be required to take CHEM 340 and PHYS 251/271 or 261/271.
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Biology, Early Adolescence through Adolescence, Education Major (Bachelor of Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENVS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433
- **Major requirements (55-70 credits)** – BIOL 160, 161, 250, 251, 397, 487 or 498, 499, CHEM 120, 121, 140 or 240, MATH 113 or placement into calculus, 130 or 230, PHYS 250 and 270 or 260 and 270, 15 credits of upper division BIOL including one course from each of the following areas (three courses must include a lab) and must include BIOL 347, 376, 430
  - **organismal biology** – BIOL 317, 347, 353, 426, 482
  - **cell and molecular biology** – BIOL 305, 370, 376, 381, 430
  - **ecological and evolutionary interactions with the environment** – BIOL 310, 321, 340
- **Education requirements (29-36 credits)** – EDUC 150, 215, 255, 306, 316, 327, 330, 390, 459, 482
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Viterbo University Degree in Three Program for Biology Majors**

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their bachelor's degree in three years rather than the traditional four. This program is available to students who wish to major in biology. It is also possible to obtain a minor in chemistry or Spanish while completing the biology degree in three program.

**Biology Minor****Policy**

- Biology minors must maintain a biology grade point average (GPA) of 2.25 in biology courses. Biopsychology majors may not earn a biology minor.



- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Biology Minor

- BIOL 251 or 348, a minimum of 12 credits of BIOL (a minimum of three at the upper division level)
- The total credits of the minor requirements are 15-16. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Biology, Early Adolescence through Adolescence, Education Minor

See the School of Education dean for certifiable minor requirements.

### Biopsychology Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/biopsychology/Biopsychology.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/biopsychology/Biopsychology.aspx)

#### Biopsychology Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (50-58 credits)** – BIOL 160, 161, 250 or 251, 353, 397 or PSYC 330, BIOP 261, 430, 489, 499, CHEM 106 or 120 and 121, 140 or 240, MATH 130 or 230, PSYC 171, 340, 424, three credits of PSYC
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Broad Field Social Studies Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/broadfield\\_social\\_studies/Broad\\_Field\\_Social\\_Studies.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/broadfield_social_studies/Broad_Field_Social_Studies.aspx)

#### Policy

- Students must earn grades of C or higher in history courses to fulfill the history requirement. Students must earn grades of C or higher in the social studies course requirements for graduation. Any student whose broad field social studies (BFSS) grade point average (GPA) falls below 2.0 will be placed on probation for one semester. If the GPA is not raised to 2.0 by the end of this one semester grace period, the student may not enroll in additional social studies courses as a BFSS major. No student will be allowed to graduate as a BFSS major if his/her GPA in BFSS courses is below 2.0.
- Students may not double major in broad field social studies and history.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

#### Broad Field Social Studies Major (Bachelor of Arts or Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (60 credits)** – ECON 101, GEOG 132, HIST 100, 101 or 105, 102 or 106, 111, 112, 370, 465, 466, POSC 120, 121, PSYC 171, RLST 433, SOCL 125, 320, 330, 12 elective HIST credits (excluding 487 or portfolio), with at least nine at the 300 level or above (HIST 295 recommended)

- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Broad Field Social Studies, Early Adolescence through Adolescence, Education Major (Bachelor of Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENVS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433
- **Major requirements (74-76 credits)** – ECON 101, 102, ESCI 103, GEOG 132, HIST 100, 101 or 105, 102 or 106, 111, 112, 370, 465, 466, 488, POSC 120, 121, PSYC 171, 220, 250, RLST 433, SOCL 125, 320, 330, 12 elective HIST credits (excluding 487 or portfolio), with at least nine at the 300 level or above
- **Education requirements (29-36 credits)** – EDUC 150, 215, 255, 306, 316, 330, 338, 390, 459, 482
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Business Administration Major**

[http://www.viterbo.edu/academics/business/business\\_administration/Business\\_Administration.aspx](http://www.viterbo.edu/academics/business/business_administration/Business_Administration.aspx)

#### **Policy**

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.

### **Business Administration Major (Bachelor of Business Administration)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog

- **Major requirements (71 credits)** – ACCT 211, 212 or 313, BLAW 343, ECON 101, 102, FINA 331, MATH 270, MGMT 210, 230, 243, 300, 341, 447, 449, 457, 474, MKTG 351, four credits of MGMT 481 or 487, MGMT-320 or 363, three credits from MKTG 352, 353, 354, 356, 450, SPML 455; three credits from COMM 223, INFO 230, 310, 320, 340, 350, 400, MGMT 379, MKTG 354; three credits from ACCT 313, 415, BLAW 344, 450, ECON 300, 400, HMGT 330, 340, MGMT 490; six credits of courses number 300 or above from ACCT, BLAW, FINA, HMGT, INFO, MGMT, MKTG, SUST or SPML
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Business Administration Minor

### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- Students declaring majors offered through or in conjunction with the Dahl School of Business, including arts administration and business education, cannot declare the business administration minor.

### Business Administration Minor

- ACCT 211, BLAW 343 or 344, ECON 102, MGMT 320 or 341; three credits (not previously taken above) from ACCT 212, 311, 312, 313, 415, BLAW 343, 344, 445, ECON 400, FINA 331, INFO 310, 320, 350, MGMT 210, 230, 243, 300, 305, 320, 342, 375, 379, 385, 395, 396, 400, 443, 448, 481, 490, MKTG 351, 352, 353, 354, 356

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Business Education Major

[http://www.viterbo.edu/academics/business/business\\_education/Business\\_Education.aspx](http://www.viterbo.edu/academics/business/business_education/Business_Education.aspx)

### Policy

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Business, Early Childhood through Adolescence, Education Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical

analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENV5 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433

- **Major requirements (46 credits)** – ACCT 211, 212, BLAW 343, ECON 101, 102, ECON 400 or FINA 331, INFO 220, MGMT 210, 243, 300, 320, 341, 481, 490, MKTG 351
- **Education requirements (32-39 credits)** – EDUC 150, 215, 255, 306, 312, 316, 330, 336, 390, 402, 463, 482
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Chemistry Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/chemistry/Chemistry.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/chemistry/Chemistry.aspx)

### Policy

- MATH 320, 321 and 340 are recommended electives.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### American Chemical Society (ACS) Accredited Chemistry Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (62-67 credits)** – BIOL 160, CHEM 120, 121, 240, 330, 350, 360, 370, 397, 498, 499, MATH 220, 221, PHYS 260, 261, 270, 271, eleven (minimum) credits from CHEM 340, 362, 372, 430, 440, 470, 475, 480
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### American Chemical Society (ACS) Accredited Chemistry, Early Adolescence through Adolescence, Education Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENV5 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433
- **Major requirements (63-67 credits)** – BIOL 160, CHEM 120, 121, 240, 330, 350, 360, 370, 397, 498, 499, MATH 220, 221, PHYS 260, 261, 270, 271, eleven (minimum) credits from CHEM 340, 362, 372, 430, 440, 470, 475, 480,
- **Education requirements (29-36 credits)** – EDUC 150, 215, 255, 306, 316, 327, 330, 390, 459, 482
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Chemistry Minor

### Policy

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Chemistry Minor

- CHEM 120, 121, 240, 330, one course chosen from 305, 340, 350, 360, 370, 372, 430, 440, or 470

The total credits of the minor requirements are 19-20. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals

### Chemistry, Early Adolescence through Adolescence, Education Minor

See the School of Education dean for certifiable minor requirements.

## Clinical Laboratory Science Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/clinical\\_lab\\_science/Clinical\\_Lab\\_Science.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/clinical_lab_science/Clinical_Lab_Science.aspx)

### Clinical Laboratory Science Major (Bachelor of Science)

Note – students will complete three years of coursework at Viterbo University and one year at Mayo School of Health Sciences.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (73-76 credits)** – BIOL 160, 161, 250, 251, 296, 347, 370, 371, 397, 430, CHEM 120, 121, 240, 340, CLBS 481, 482, 483, MATH 112 or 113 or placement into calculus, 230
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Communication Studies

See Organizational Communication major.

See Visual Communication major.

## Communication Studies Minor

### Communications Studies Minor

- COMM 205, 230, nine additional credits of COMM, at least three at the 300 level or above

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Community Organizing and Advocacy Major

[http://www.viterbo.edu/academics/adult\\_learning/Community\\_Organizing\\_and\\_Advocacy-Online/Community\\_Organizing\\_and\\_Advocacy-Online.aspx](http://www.viterbo.edu/academics/adult_learning/Community_Organizing_and_Advocacy-Online/Community_Organizing_and_Advocacy-Online.aspx)

### Policy

- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

**Community Organizing and Advocacy (degree completion) Major (Bachelor of Science)**

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (30 credits)** – COMM 211, INST 495, MGMT 330, OMGT 402, SOCL 354, SVLD 310, 320, 415, 450, RLST 356 or SVLD 356
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Criminal Justice Major**

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/criminal\\_justice/Criminal\\_Justice.aspx](http://www.viterbo.edu/academics/letters_and_sciences/social_sciences/criminal_justice/Criminal_Justice.aspx)

**Policy**

- Due to the interdisciplinary nature of the criminal justice major, students may not major in both criminal justice and sociology.

**Criminal Justice Major (Bachelor of Arts or Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (54 credits)** – CRMJ 150, 203, 230, 265, 280, 320, 351 or SOCL 351, 364 or SOCL 364, 365, 465, 470 or PHIL 315, MATH 130 or PSYC 223 or SOCL 223, SOCL 125, 338, six credits of CRMJ 487, six credits from CRMJ 240, 286, 288, 345, 370, 380, 406, 435, 470 (if not already taken), 486, 488, PHIL 315 (if not already taken)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Criminal Justice (transfer agreement) Major (Bachelor of Arts or Science)**

Students with an earned A.A.S. degree from any Wisconsin technical college or Rochester Community and Technical College may earn a Bachelor of Science with a major in criminal justice. The degree must have been earned May 2006 or later. Students may not begin these programs or be considered a student in these programs until the A.A.S degree has been completed and documented on a transcript. The student cannot be dually enrolled. The A.A.S degree must be completed prior to transfer to Viterbo.

*(Available to Wisconsin Technical College or Rochester Community and Technical College graduates with an earned Associate of Applied Science degree in criminal justice.)*

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (33 credits)** – CRMJ 265, 320, 351, 364, 465, 470, MATH 130 or PSYC 223 or SOCL 223, SOCL 338, six credits of CRMJ 487, three credits upper division CRMJ
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics



- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Criminal Justice Administration Major

[http://www.viterbo.edu/academics/adult\\_learning/Criminal\\_Justice\\_Administration-Online/Criminal\\_Justice\\_Administration.aspx](http://www.viterbo.edu/academics/adult_learning/Criminal_Justice_Administration-Online/Criminal_Justice_Administration.aspx)

### Policy

- Students must have earned an associate degree in criminal justice or law enforcement to be eligible to declare the criminal justice administration degree completion program.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### Criminal Justice Administration (degree completion) Major (Bachelor of Science)

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (33 credits)** – CRMJ 320, 345, 351, 364, 465, 470, OMGT 302, 305, 306, 400, SOCL 395
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Criminal Justice Minor

### Criminal Justice Minor

- CRMJ 150, 12 credits of CRMJ (a minimum of six at the upper division level)

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Dance Minor

### Policy

- There will be a qualifying audition for those students who wish to test out of DANC 110 and/or other lower division dance courses. Students who test out of DANC 110 and/or other lower division dance courses must still complete 22 credits of dance courses.

### Dance Minor

- DANC 100, 220, 360, two credits of 490, seven credits from DANC 110, 214, 230, 250, 270, 314, 322, 330, 350, 370, 414, 430, MUSC 284

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Diversity Studies Minor

### Policy

- A maximum of six credits of the diversity studies minor may be used to satisfy the requirements of a major or another minor.

### Diversity Studies Minor

- SOCL 320, 12 credits from at least three of the categories below with a maximum of six credits from any subject or any category
  - global studies: ENGL 309, GEOG 132 LASP 200, 350, MGMT 490, PHIL 346, 365, POSC 382, RLST 433, SOCL 330, SPAN 310, 410, 456
  - history: HIST 153, 349, 352, 353, 355, 370, 373, 380
  - diversity and justice: COMM 318, CRMJ 345, MGMT 396, NURS 351, SOCL 310, 328, 353, 370, RLST 352, SOWK 328, SPAN 312, 316, 318, VUSM 340, WMST 400
  - study abroad: GLST 200, 400, SPAN 100, 200, 300, 400

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Elementary Education Major

[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

#### Policy

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Early Childhood/Middle Childhood (birth through age 11) Education Major (Bachelor of Science in Education)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific general education courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: quantitative literacy – MATH 155; oral communication – EDUC 255; historical analysis – HIST 101, 102, 105, 106, 111, or 112; scientific reasoning in the natural sciences – BIOL 100 and PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433.
- **Major requirements (55-62 credits)** – ARTS 360, EDUC 150, 215, 226, 255, 280, 306, 311, 316, 319, 323, 405, 413, 441, 482, MATH 155 (if math ACT score is 21 or below), 255, 355, MUSC 300
- **Certifiable minor in early childhood education (16 credits)** – EDUC 237, 271, 343, 400, 401
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Elementary/Middle (middle childhood through early adolescence) Education Major (Bachelor of Science in Education)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific general education courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: quantitative literacy – MATH 155; oral communication – EDUC 255; historical analysis – HIST 101, 102, 105, 106, 111, or 112; scientific reasoning in the natural sciences – BIOL 100 and PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433.
- **Major requirements (56-66 credits)** – ARTS 360, EDUC 150, 215, 226, 255, 280, 306, 311, 316, 319, 323, 343, 390, 405, 413, 442, 482, MATH 155 (if math ACT score is 21 or below), 255, 355, MUSC 300



- **Certifiable minor (18-41 credits)** – certifiable minors for elementary/middle education majors are available in English/language arts, history, mathematics, science, and Spanish. Methods and student teaching in the minor are incorporated into the teaching major program.
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Educational Studies Major (Bachelor of Science in Education)**

Note – this major does not meet the requirements for state teaching licensure.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (30 credits)** – develop a self-designed major in elementary education or a 6–12 or P–12 content area approved by the dean of the School of Education. This must include a primary area of concentration of at least 18 credits (12 credits must be upper division) and a secondary area of concentration to include a minimum of 12 credits from a single discipline (nine credits must be upper division).
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Middle/Secondary Early Adolescence through Adolescence Education Major (degree earned respective to major)**

For majors in the following areas – biology, broad field science, broad field social studies, chemistry, English (language arts), and mathematics. See the respective departments for requirements.

Certifiable minors for middle/secondary education majors are available in biology, chemistry, English/language arts, history, mathematics, sociology, Spanish, theatre. See respective departments. Methods and student teaching are part of each minor.

### **Early Childhood through Adolescence Education Major (degree earned respective to major)**

For majors in art education, business education, music education, Spanish, technology education, and theatre education. See the respective departments for requirements.

## **English Major**

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/English/English.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/English/English.aspx)

### **Policy**

- Students majoring in English and English secondary education must maintain an overall grade point average (GPA) of 2.0 in English courses in order to continue in the English program. Any student whose English GPA falls below 2.0 will be placed on probation for one semester. If the English GPA is not raised to at least 2.0 by the end of this one-semester grace period, the student may not enroll in additional English courses as an English major. No student will be allowed to graduate as an English major if his/her GPA in English courses is below 2.0.
- A student who fails ENGL 255 twice will be dismissed from the English major.
- The midpoint review for English majors occurs in the semester they take ENGL 255, just prior to fall registration, as part of their advising session. Advisors look at the big picture with their advisees, going over course embedded assessment assignments from ENGL 253, ENGL 255, and a literary survey course to help the student with goal setting regarding areas of weakness in the student

learning outcome skill set. At that time, the embedded assignments determine the student's continuation in the major.

A final review for English majors comes in the fall of their senior year, prior to spring enrollment, again, as part of their advising session. Advisors look at the big picture with their advisees, going over course embedded assessment assignments from courses taken since the sophomore year, including  $\frac{3}{4}$  of the American and British literature seminars. The culminating course embedded assignment is the senior capstone project.

- All English majors write senior theses related to their concentration in writing or literature. Senior English majors propose and gain approval for their planned theses the fall of the senior year in ENGL 426, Senior Thesis I. Seniors complete the senior thesis in the spring in ENGL 481, Senior Thesis II, and defend the thesis in evening public panel presentations toward the end of spring semester.
- For the last English major student learning outcome, transferring skills to work, a combination of course embedded work from ENGL 255, ENGL 201, and ENGL 210 along with a reflective essay, up-to-date resume, and other materials will be required.
- See the School of Education Web pages for teacher education policy. <http://www.viterbo.edu/soe/>

### English Major (Bachelor of Arts or Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirement (43-53 credits)** – select one emphasis
  - **literature emphasis (BA only)** – ENGL 220, 221, 231, 232 or 233, 253, 255, 303 or 326 or 446, 320 or 321 or 440, 322 or 325 or 442, 328 or 338 or 444, 336, 396, 426, 480, 481, three credits from 201, 211, 307, 310, 311, 312, 313, 319, MGMT 300, three credits from 328, 364, 365, 385
  - **writing emphasis (BA or BS)** – ENGL 201, 210, 211, 220 or 221, 231 or 232 or 233, 253, 255, 307, 336, 396, 426, 440, 442, 444, 446, 480, 481, three courses from 310, 311, 312, 313, 319, MGMT 300
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### English Language Arts, Early Adolescence through Adolescence, Education Major (Bachelor of Arts or Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific general education courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: quantitative literacy – MATH 155; oral communication – EDUC 255; historical analysis – HIST 101, 102, 105, 106, 111, or 112; scientific reasoning in the natural sciences – BIOL 100 and PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433.
- **English requirements (53 credits)** – ENGL 201 or 307 or 310, 211, 220 or 221, 231, 232 or 233, 253, 255, 303 or 326 or 446, 320 or 321 or 440, 322 or 325 or 442, 328 or 338 or 444, 336, 394, 395, 396, 426, 480, 481, SOCL 320
- **Education requirements (29-36 credits)** – EDUC 150, 215, 255, 306, 316, 330, 332, 390, 459, 482

- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Viterbo University Three + One Program for English (writing) Majors**

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their Bachelor of Arts degree in history in three years, followed by one year of graduate work leading to a Master of Business Administration or a Master of Arts in Servant Leadership. Students may earn a minor, with their B.A. degree, in accounting, business administration, marketing, or servant leadership to prepare for the master's program.

Admission criteria:

- a cumulative high school grade point average (GPA) of 3.00 or higher (on a 4.0 scale)
- a ranking within the top third of the high school class
- a minimum ACT score of 24
- a minimum of six credits of college level work earned through Advanced Placement (AP), International Baccalaureate (IB), or the Diocesan High School College Credit Program
- an intent to declare a major in English with a writing emphasis

## **English Minor**

### **Policy**

- It is recommended literature minors complete 220 and 221 or 231 and 232.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### **English Literature Minor**

- ENGL 253; two courses from 220, 221, 231, 232, or 233; six credits of 300-level literature  
ENGL 287/487 strongly recommended.

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### **English Writing Minor**

- Fifteen credits from 201, 210, 211, 212, 225, 307, 310, 311, 312, 313, 395, 396, 401, LBST 212, MGMT 300  
ENGL 287/487 strongly recommended.

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### **English Language Arts, Early Childhood through Adolescence Minor**

- EDUC 332, ENGL 211, 220 or 221, 231 or 232 or 233, 394, 395, one course chosen from 309, 341, 345, 346, 347, 354, 360

The total credits of the minor requirements are 21. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Environmental Biology Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/environmental\\_biology/Environmental\\_Biology.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/environmental_biology/Environmental_Biology.aspx)

### Environmental Biology Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (51-55 credits)** – BIOL 160, 161, 251, 397, 487 or 498, 499, ENVS 325, MATH 112, 130 or 230, SUST 210, 350, eight credits from CHEM, three courses from BIOL 303, 310, 317, 321, 340, ESCI 103
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Environmental Science Minor

### Policy

- A minimum of nine credits must be unduplicated from courses taken for the major or another minor.
- Environmental biology majors may not declare an environmental science minor.

### Environmental Science Minor

- ENVS 325, minimum of 12 credits from BIOL 161, 251, 310, 321, 340, CHEM 101, 372, 470, ENVS 101, ESCI 101, PHYS 102, SUST 210, 350 (maximum nine credits per subject)

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Ethics Minor

### Ethics Minor

- PHIL 100, one course at the VUSM 300 level, one course at the VUSM 400 level (must also approved as a core curriculum ways of thinking philosophical inquiry course), two courses from PHIL 302, 315, 321, one course from ACCT 425, ADCT 423, BLAW 343, COMM 414, CRMJ 470, EDUC 343, ENGL 243, HIST 304, 344, MGMT 379, NURS 301, 302, OMGT 379, 402, PHIL 316, 340, 360, PSYC 250, 374, RLST 465, SOCL 250, 333, SOWK 333, 341, SPML 320

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Family Studies Minor

### Family Studies Minor

- PSYC 220 or 310 or SOCL 331, four courses from CRMJ 364, NURS 332, PHIL 244, PSYC 421, SOCL 345, SOWK 328, 333, 360, VUSM 281

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Gerontology Minor

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/gerontology/Gerontology\\_Minor.aspx](http://www.viterbo.edu/academics/letters_and_sciences/social_sciences/gerontology/Gerontology_Minor.aspx)

### Gerontology Minor

- SOCL 244 or 344 and SOCL 456 or SOWK 456; SOWK 480 or one to three credits from PSYC 487, RLST 487, SOCL 149, 249, 349, 487  
(Experience must be gerontology related and pre-approved by the minor coordinator.)
  - Nine credits from the core and support courses, from three different subject disciplines. At least six credits must come from core courses.
    - **core courses** – BIOL 104, 203, NURS 301, 351, PHIL 321, PSYC 220, 286, 288, 486, 488, RLST 286, 288, 486, 488, SOCL 286, 288, 486, 488, SOWK 286, 288, 332, 486, 488, WMST 351  
(Special topics [286/486] and independent study topics [288/488] must be pre-approved by the minor coordinator.)
    - **support courses** – MGMT 385, NURS 221, 302, NUTR 340, PSYC 320, SOCL 370, SOWK 441
- The total credits of the minor requirements are 16-24. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Health Care Management Major

[http://www.viterbo.edu/academics/adult\\_learning/health\\_care\\_management/Health\\_Care\\_Management.aspx](http://www.viterbo.edu/academics/adult_learning/health_care_management/Health_Care_Management.aspx)

### Policy

- Students with significant experience in a health care setting may petition to waive HMGT 101. The petition to waive these requirements is made to the dean of the Dahl School of Business.
- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### Health Care Management (degree completion) Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (40 credits)** – ECON 101 or 102, HMGT 101, 306, 320, 330, 340, 375, 425, 445, OMT 302, 305, 308, 309, 402
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Health Care Management (transfer agreement/degree completion) Major (Bachelor of Business Administration)

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC)

graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (30-39 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
CVTC	Health Information Technology	HMGT 306, 320, 330, 340, 425, OMT 302, 305, 308, 309, 402
NTC	Health Care Business Services	HMGT 330, 340, 375, 425, 445, 495, OMT 302, 304, 305, 306, 308, 400, 402
WTC	Medical Administrative Professional	HMGT 306, 320, 340, 375, 425, 445, OMT 302, 305, 308, 309, 400

## Health Care Management Minor

### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

### Health Care Management Minor

- HMGT 101, 306, 320, nine credits from HMGT 330, 340, 375, 425, 445

The total credits of the minor requirements are 16. Transfer course and waivers and/or substitutions could modify these credit totals.

## Health Care Science Major

[http://www.viterbo.edu/academics/adult\\_learning/health\\_care\\_science/Health\\_Care\\_Science.aspx](http://www.viterbo.edu/academics/adult_learning/health_care_science/Health_Care_Science.aspx)

### Policy

- Students must have earned an associate degree in a health care field to be eligible to declare a health care science major.
- Six credits, of the 12 elective credits in the major, must be upper division courses taken at Viterbo.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### Health Care Science (degree completion) Major (Bachelor of Science)

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (24 credits)** – HMGT 306, 320, 330, 375, 425, OMT 302, SOCL 395, three credits from ADCT, PSYC, or SOCL
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics

- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## History Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/history/History.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/history/History.aspx)

### Policy

- Students must earn grades of C or higher in history courses to fulfill the history requirement. Any student whose history grade point average (GPA) in history courses falls below 2.0 will be placed on probation for one semester. If the history GPA is not raised to 2.0 by the end of this one semester grace period, the student may not enroll in additional history courses as a history major. No student will be allowed to graduate as a history major if his/her GPA in history courses is below 2.0.
- Students may not double major in broad field social studies and history.
- Thematic Categories
  - Multi-sited Histories – 105, 106, 220, 221, 304, 315, 342, 344, 349, 359, 370, 373
  - West and the World – 101, 102, 153, 295, 308, 330, 335, 346, 351
  - Historical Continuity and Change – 217, 218, 247, 254, 311, 347, 352, 353, 354, 355, 380, 385, SPSL 220

### History (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (39 credits)** – HIST 100, 101 or 105, 102 or 106, 111, 112, 465, 466, 21 credits of HIST, with at least 15 at the 300 level or above, distributed as below:
  - One course from each of the three thematic categories listed above (Multi-sited Histories, The West and the World, and Historical Continuity and Historical Change)
  - A minimum of an additional four courses (12 credits) from any of the three categories. A course chosen to meet the minimum distribution (one course from each theme) may not be used as an additional elective.
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Viterbo University Three + One Program for History Majors

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their Bachelor of Arts degree in history in three years, followed by one year of graduate work leading to a Master of Business Administration or a Master of Arts in Servant Leadership. Students may earn a minor, with their B.A. degree, in accounting, business administration, marketing, or servant leadership to prepare for the master's program.

Admission criteria:

- a cumulative high school grade point average (GPA) of 3.00 or higher (on a 4.0 scale)
- a ranking within the top third of the high school class
- a minimum ACT score of 24



- a minimum of six credits of college level work earned through Advanced Placement (AP), International Baccalaureate (IB), or the Diocesan High School College Credit Program
- an intent to declare a major in history

## History Minor

### Policy

- Broad field social studies majors may not declare a history minor.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### History Minor

- 18 credits including at least six credits in courses number 300 or above; at least three credits in each of the following areas – Multi-sited Histories, West and World, Historical Continuity and Change

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### History, Middle Childhood through Early Adolescence, Education Minor

- HIST 101 or 105, 102 or 106, 111, 112, one course from 153, 295, 349, 370, 373, six credits HIST electives (excluding 487) (At least six credits must be in courses numbered 300 or above.)

The total credits of the minor requirements are 21. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### History, Early Adolescence through Adolescence, Education Minor

- HIST 101 or 105, 102 or 106, 111, 112, 465, one course from 153, 295, 349, 370, 373, six credits HIST electives (excluding 487) (At least six credits must be in courses numbered 300 or above.) The total credits of the minor requirements are 24. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Integrative Information Technology Minor

### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

### Integrative Information Technology Minor

- COMM 118, MGMT 210, nine credits from COMM 140, 220, 223, 321, 330, HMG T 375, INFO 230, 310, 320, 340, 350, 400, 487 (maximum of three credits), MGMT 379, MKTG 354, OMTG 379

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Interpreting Studies Minor

### Interpreting Studies Minor

- INTP 301, 444, 452 or 456, SPAN 305, 361 or 364 or 367

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Latin American Studies Minor

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/latin\\_american\\_studies/Latin\\_American\\_Studies.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/latin_american_studies/Latin_American_Studies.aspx)



**Latin American Studies Minor, Latin American Studies Track**

- HIST 153, six credits of Spanish language, nine credits chosen from ECON 350, ENGL 360, HIST 349, LASP 200, MGMT 490, PHIL 365, POSC 382, SOWK 328, SPAN 310, 311, 312, 316, 318, 336, 410, 456, THTR 321, VUSM 140, 293

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

**Latin American Studies Minor, Latino/a Track**

- HIST 153, 12 credits chosen from HIST 349, LASP 200, 312, 316, 486, 487, 488, SPAN 312, 316, 318, THTR 321, VUSM 140, 280, 281, 292, 293, or any Spanish language course (three to four credits) depending on placement

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

**Legal Studies Minor****Policy**

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- No more than six credits may come from the courses required in the student's major or any one department.

**Legal Studies Minor**

- BLAW 343, 344 or 450, CRMJ 406 or PHIL 315, POSC 121; six credits (not previously taken) from BLAW 287, 344, 445, 450, 487, CRMJ 150, 320, 345, 351, 370, 406, ENGL 307, PHIL 105, 315, 320, POSC 120, 320, RLST 230, SOCL 150, 351, SOWK 341, 441, SPML 340

The total credits of the minor requirements are 18. Transfer course and waivers and/or substitutions could modify these credit totals.

**Liberal Studies Major**

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/liberal\\_studies/Liberal\\_Studies.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/liberal_studies/Liberal_Studies.aspx)

**Policy**

- The Bachelor of Liberal Studies degree may be selected as a double degree only if the other major field is not one of the disciplines listed in Requirement II.

**Liberal Studies Major (Bachelor of Liberal Studies)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (28-30 credits)** –
  - LBST 210, 340, 399, 499, UNST 310, one to three credits of EXPL 487
  - 12 upper division credits from two of the following disciplines – art, dance, English, history, mathematics, music, philosophy, political science, psychology, religious studies, science, sociology, theatre
  - six additional credits in a third liberal studies discipline or in approved liberal studies interdisciplinary courses (ARTS 254, ENGL 243, HIST 247, 254, PHIL 316, 317, 375, 381, RLST 317, THTR 343)
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Management and Leadership Major

[http://www.viterbo.edu/academics/business/management/Management\\_and\\_Leadership.aspx](http://www.viterbo.edu/academics/business/management/Management_and_Leadership.aspx)

### Policies

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.

### Management and Leadership Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (71 credits)** – ACCT 211, 212 or 313, BLAW 343, 344, COMM 319, ECON 101, 102, FINA 331, MATH 270, MGMT 210, 230, 243, 300, 305, 341, 342, 375, 447, 449, 457, 474, 490, MKTG 351, four credits of MGMT 481 or 487
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Management and Leadership (transfer agreement) Major (Bachelor of Business Administration)

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (24-45 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
CVTC	Business Management	ACCT 212, BLAW 343, FINA 331, MGMT 300, 320, 449, 457, 474, 487, 490
	Health Information Technology	ACCT 211, BLAW 343, FINA 331, MGMT 341, 342, 449, 457, 474, 487, MKTG 351
	Human Resource Management	FINA 331, MATH 270, MGMT 341, 447, 449, 457, 474, 481, MKTG 351

	Network Specialist	ACCT 211, BLAW 343, FINA 331, MGMT 300, 341, 447, 449, 457, 474, MKTG 351, two credits from MGMT 487
	Programmer Analyst	BLAW 343, FINA 331, INFO 310, 320, MATH 270, MGMT 305, 341, 375, 449, 457, 474, 481, MKTG 351
<b>NTC</b>	Business Management	ACCT 313, BLAW 344, COMM 319, FINA 331, MGMT 300, 320, 341, 375, 447, 449, 474, 487
	Computer Support Specialist	ACCT 211, 313, BLAW 343, FINA 331, MATH 270 or MGMT 230, MGMT 300, 341, 375, 449, 457, MKTG 351
	Network Specialist	ACCT 211, 313, BLAW 343, FINA 331, MATH 270 or MGMT 230, MGMT 300, 341, 342, 375, 449, 457, 474, MKTG 351
	Software Developer	ACCT 211, BLAW 343, FINA 331, MATH 270 or MGMT 230, MGMT 300, 341, 375, 447, 449, 457, 474, MKTG 351
	Supervisory Management	ACCT 212, COMM 319, FINA 331, MATH 270 or MGMT 230, MGMT 300, 320, 363, 375, 449, 457, 474, 487, MKTG 351
	Web Designer	ACCT 211, 313, BLAW 343, FINA 331, MATH 270 or MGMT 230, MGMT 300, 341, 342, 375, 449, 457, 474, MKTG 351
	<b>WTC</b>	Business Management
Computer Support Specialist		BLAW 343, FINA 331, MGMT 341, 375, 449, 457, 474, 481, MKTG 351
Finance		ACCT 212, MGMT 300, 305, 341, 375, 449, 457, 474, 486, 487
Human Resource Management		FINA 331, MATH 270, MGMT 341, 375, 447, 449, 457, 474, 487, MKTG 351
Network Systems Administration		ACCT 211, BLAW 343, FINA 331, MATH 270, MGMT 300, 305, 341, 375, 447, 474, MKTG 351
Paralegal		FINA 331, MATH 270, MGMT 341, 342, 375, 447, 449, 457, 474, MKTG 351
Supervisory Management		ACCT 211, 212, ECON 400, MGMT 320, 449, 457, 490, MKTG 351, three credits of 487
Web and Software Developer		BLAW 343, FINA 331, MATH 270, MGMT 305, 341, 375, 447, 449, 457, 474, MKTG 351

## Management Minor

### Policies

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

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### Management Minor

- MGMT 341, 342, 375, 474, three credits from MGMT 210, 243, 305, 447, 449, 490

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Management Information Systems Major

[http://www.viterbo.edu/academics/adult\\_learning/Management\\_Information\\_Systems\\_Online/Management\\_Information\\_Systems\\_Online.aspx](http://www.viterbo.edu/academics/adult_learning/Management_Information_Systems_Online/Management_Information_Systems_Online.aspx)

### Policy

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### Management Information Systems (degree completion) Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (42 credits)** – BLAW 343, ECON 101 or 102, INFO 200, 400, OMT 305, 306, 308, 318, 402, 403, four courses from INFO 230, 310, 320, 340, 350
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Management Information Systems (transfer agreement/degree completion) Major (Bachelor of Business Administration)

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **major requirements (30-39 credits)** – see below

- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<b><u>Technical College</u></b>	<b><u>Associate Degree Program</u></b>	<b><u>Major Requirements</u></b>
<b>CVTC</b>	Network Specialist	BLAW 343, INFO 340, 350, 400, OMGT 302, 306, 308, 309, 318, 410
	Programmer Analyst	BLAW 343, INFO 310, 320, OMGT 304, 305, 306, 309, 318, 400, 401, 410
<b>NTC</b>	Business to Business	BLAW 343, INFO 200, OMGT 302, 304, 305, 306, 309, 318, 400, 401, 402, 403
	Computer Support Specialist	BLAW 343, INFO 340, 400, OMGT 302, 304, 305, 306, 308, 309, 318, 401, 402
	Network Specialist	BLAW 343, INFO 340, 350, 400, OMGT 302, 304, 305, 306, 308, 309, 318, 401
	Programmer Analyst	BLAW 343, INFO 310, OMGT 302, 304, 305, 306, 308, 309, 318, 401, 402, 410
	Software Developer	BLAW 343, INFO 310, OMGT 302, 304, 305, 306, 308, 309, 318, 401, 402, 410
	Web and Digital Media Development	BLAW 343, INFO 310, OMGT 302, 304, 305, 306, 308, 309, 318, 401, 402, 410
	Web Designer	BLAW 343, INFO 400, OMGT 302, 304, 305, 306, 308, 309, 318, 400, 401, 402, 410
<b>WTC</b>	Computer Support Specialist	BLAW 343, INFO 320, 340, OMGT 304, 305, 306, 309, 318, 400, 401, 402, 410
	Network Systems Administration	BLAW 343, INFO 340, 350, 400, OMGT 305, 306, 308, 318, 401, 410
	Web and Software Developer	BLAW 343, INFO 310, 320, OMGT 305, 306, 309, 318, 400, 401, 410

## Marketing Major

<http://www.viterbo.edu/academics/business/marketing/Marketing.aspx>

### Policy

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.

### Marketing Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (68 credits)** – ACCT 211, 212 or 313, BLAW 343, ECON 101, 102, FINA 331, MATH 270, MGMT 210, 230, 243, 300, 341, 447, 449, 457, 474, MKTG 351, 352, 353, 354, 356, 450, 451 or 487 (four credits)
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Marketing (transfer agreement) Major (Bachelor of Business Administration)

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (27-35 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
CVTC	Marketing Management	BLAW 343, FINA 331, MGMT 300, 449, 457, 474, MKTG 352, 420, 450, two credits from MKTG-487
NTC	Business to Business	BLAW 343, FINA 331, MGMT 210, 300, 341, 449, 457, MKTG 354, 450, 451, OMGT 305, 308
	Marketing	BLAW 343, FINA 331, MGMT 300, 341, 447, 449, 457, 474, MKTG 354, 450, 487, OMGT 308
WTC	Marketing	ACCT 211, FINA 331, MGMT 300, 341, 449, 457, MKTG 352, 354, 450, 451

### Marketing Minor

#### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

#### Marketing Minor

- MKTG 351, 352, nine credits from MKTG 353, 354, 356, 450, 451, SPML 455

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Mathematical Physics Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/mathematical\\_physics/Mathematical\\_Physics.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/mathematical_physics/Mathematical_Physics.aspx)

### Policy

- Students majoring in mathematical physics may not double major in mathematics or minor in mathematics or physics.

### Mathematical Physics Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (61 credits)** – CHEM 112, 120, 121, 397, 499, MATH 220, 221, 230, 320, 321, 340, 365, PHYS 250 or 260 and 270, 251 or 261 and 271, 305, 311, 321, 363, 498
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Mathematics Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/mathematics/Mathematics.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/mathematics/Mathematics.aspx)

### Policy

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Mathematics Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (48 credits)** – MATH 220, 221, 230, 260, 320, 321, 330, 340, 344, 365, 420, 450, 499, PHYS 260, 270  
PHIL 105, PHYS 261 strongly recommended
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Mathematics, Early Adolescence through Adolescence, Education Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core curriculum courses to satisfy DPI licensure requirements. Students should refer to their degree audit for specifics.
- **Major requirements (48 credits)** – MATH 220, 221, 230, 260, 320, 321, 330, 340, 344, 365, 420, 450, 499, PHYS 260, 270  
PHIL 105, PHYS 261 strongly recommended
- **Education requirements (29-36 credits)** – EDUC 150, 215, 255, 306, 316, 328, 330, 390, 459, 482
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Mathematics Minor

### Policy

- A student may be required to take MATH 112 or 113 as preparation for 220, depending on their initial placement.
- Elementary education majors normally take MATH 155, 255, and 355. In the case of a mathematics minor, however, 155 will be waived.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Mathematics Minor

- MATH 220, 221, 230, two courses from MATH 260, 320, 321, 330, 340, or 365

The total credits of the minor requirements are 18-20. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Mathematics, Middle Childhood through Early Adolescence, Education Minor

- MATH 112, 113, 220, 230, 260

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Mathematics, Early Adolescence through Adolescence, Education Minor

- MATH 220, 221, 230, 260, 450

The total credits of the minor requirements are 19. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Ministry Minor

### Ministry Minor

- RLST 230, 260, 311, 360, 370, 440, three credits of 487

The total credits of the minor requirements is 21. Transfer course and waivers and/or substitutions could modify these credit totals.

## Music Major

[http://www.viterbo.edu/academics/fine\\_arts/music/Majors/Minors.aspx](http://www.viterbo.edu/academics/fine_arts/music/Majors/Minors.aspx)

The music program is currently granted accreditation by the National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, VA, 20190-5248; 703-437-0700; <http://nasm.arts-accredit.org>.

### Policy

- All music majors are required to register for MUSC 137/337 (Concert Choir) every semester in which they are enrolled as full time students until they have satisfied the number of credits of 137/337 in their degree program.
- All music majors are required to attend the weekly music department forum every semester in which they are enrolled except for the semester they register for MUSC 425 and 429.
- All MUVO or MUPI 171/371 credits (applied lessons) required in Bachelor of Music degrees must be completed in the same major applied area, either piano or voice, except as noted for specific major requirements.
- Music majors should consult the music department handbook for a complete list of policies and procedures.
- All music majors must register for a piano class each semester until all packages are successfully completed. Each student will be limited to three attempts to register and pass each class.
- Non-music majors wanting to take private voice lessons should refer to the policy in the “Other Programs” section of this catalog.



### Music Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (51 credits)** – MUSC 105, 116, 117, 151, 152, 205, 251, 252, 265, 327, 328, eight credits of applied music lessons (171/371), eight credits MUSC 137/337, MUPI 390 or MUVO 390, four credits MUVO 172/372 (voice majors), six credits MUSC electives
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Music Minor

#### Policy

- Applied Music – private lessons
  - The 171 course is for freshman and sophomore standing and the 371 course is for junior and senior standing.
  - An applied lesson fee is charged for each credit of applied lessons - see Business Office Web page.
  - The consent of the instructor or music chairperson is required.
  - Each credit of applied study is a 25 minute lesson per week with a minimum of twelve lessons to satisfy the credit requirement.
  - All students taking applied lessons are required to attend a weekly studio class and perform a jury at the end of the semester during the final exam week.
  - Non-music majors wanting to take private voice lessons should refer to the policy in the “Other Programs” section of this catalog.

#### Music Minor

- MUSC 105, 116, 117, 151, 152, 265, 327 or 328, four credits of applied music lessons; two credits of ensembles

The total credits of the minor requirements are 18. Transfer course and waivers and/or substitutions could modify these credit totals.

### Music Education Major

[http://www.viterbo.edu/academics/undergraduate\\_catalog/Music.aspx](http://www.viterbo.edu/academics/undergraduate_catalog/Music.aspx)

The music program is currently granted accreditation by the National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, VA, 20190-5248; 703-437-0700; <http://nasm.arts-accredit.org>.

#### Policy

- Students choose an emphasis in piano, piano pedagogy, voice, and/or vocal pedagogy.
- All music majors are required to register for MUSC 137/337 (Concert Choir) every semester in which they are enrolled as full time students until they have satisfied the number of credits of 137/337 in their degree program.
- All music majors are required to attend the weekly music department forum every semester in which they are enrolled except for the semester they register for MUSC 425 and 429.
- All MUVO or MUPI 171/371 credits (applied lessons) required in Bachelor of Music degrees must be completed in the same major applied area, either piano or voice, except as noted for specific major requirements.
- Music majors should consult the music department handbook for a complete list of policies and procedures.
- All music majors must register for a piano class each semester until all packages are successfully completed. Each student will be limited to three attempts to register and pass each class.

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)
- Applied Music – Private Lessons
  - The 171 level is for freshman and sophomore standing and the 371 level is for Junior and Senior standing
  - An applied lesson fee is charged for each credit of applied lessons - see Tuition and Fees section
  - The consent of the instructor or music chairperson is required
  - Each credit of applied study is a 25 minute lesson per week with minimum of twelve lessons to satisfy the credit requirement
  - All students taking applied lessons are required to attend a weekly studio class and perform a jury at the end of the semester during the final exam week
  - Non-music majors wanting to take private voice lessons should refer to the policy in the “Other Programs” section of this catalog.
- Applied Music – Vocal Coachings, Recitals, and Internships
  - Students registered for two credits of MUVO 171 or 371 must register concurrently for one credit of MUVO 172 or 372. Students registered for one credit of MUVO 171 must register concurrently for .5 credit of MUVO 172.
  - All students taking applied vocal coaching are required to attend a weekly studio class and perform a jury at the end of the semester during the final exam week.
  - All students giving a Full Recital (MUPI 490 or MUVO 490) are required to complete a Full Recital Permission Hearing for faculty in their major area (piano or voice) no less than three weeks before the recital. Consult the Department Handbook for details.
  - Internship Contracts for MUVO 487 are due no later than Thursday of the first week of classes of the semester to the instructor of the course.

### **Music, Early Childhood through Adolescence, Education Major (Choral and General Music Pre-K-12) (Bachelor of Music)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific general education courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 105, 106, 111, or 112; scientific reasoning in the natural sciences – ENVS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433.
- **Major requirements (54 credits)** – MUSC 105, 116, 117, 151, 152, 205, 206, 237, 238, 251, 252, 265, 327, 328, 353, 420, 453, MUPI 390 or MUVO 390, eight credits of 171/371 (piano majors – applied music lessons should include at least two credits of voice), eight credits MUSC 137/337, four credits MUVO 172/372 (voice majors)
- **Education requirements (42 credits)** – EDUC 150, 215, 255, 306, 316, 330, 390, 482, MUSC 303, 340, 342, 425, 429
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Music Performance Major**

[http://www.viterbo.edu/academics/undergraduate\\_catalog/Music.aspx](http://www.viterbo.edu/academics/undergraduate_catalog/Music.aspx)

The music program is currently granted accreditation by the National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, VA, 20190-5248; 703-437-0700; <http://nasm.arts-accredit.org>.

## Policy

- Students pursuing a Bachelor of Music in Music Performance may choose an emphasis in piano, piano pedagogy, voice, and/or vocal pedagogy. Formal admission is attained by completing a performance hearing for a faculty committee. For incoming freshmen and underclass transfer students, the hearing should take place no later than the fourth semester of fulltime study as a music major. For upperclass transfer students, no later than the second semester of fulltime study as a music major. Hearing requirements are posted online in the department handbook.
- All music majors are required to register for MUSC 137/337 (Concert Choir) every semester in which they are enrolled as full time students until they have satisfied the number of credits of 137/337 in their degree program.
- All music majors are required to attend the weekly music department forum every semester in which they are enrolled except for the semester they register for MUSC 425 and 429.
- All MUVO or MUPI 171/371 credits (applied lessons) required in Bachelor of Music degrees must be completed in the same major applied area, either piano or voice, except as noted for specific major requirements.
- Music majors should consult the music department handbook for a complete list of policies and procedures.
- All music majors must register for a piano class each semester until all packages are successfully completed. Each student will be limited to three attempts to register and pass each class.
- Applied Music – Private Lessons
  - The 171 level is for freshman and sophomore standing and the 371 level is for Junior and Senior standing
  - An applied lesson fee is charged for each credit of applied lessons - see Tuition and Fees section
  - The consent of the instructor or music chairperson is required
  - Each credit of applied study is a 25 minute lesson per week with minimum of twelve lessons to satisfy the credit requirement
  - All students taking applied lessons are required to attend a weekly studio class and perform a jury at the end of the semester during the final exam week
  - Non-music majors wanting to take private voice lessons should refer to the policy in the “Other Programs” section of this catalog.
- Applied Music – Vocal Coachings, Recitals, and Internships
  - Students registered for two credits of MUVO 171 or 371 must register concurrently for one credit of MUVO 172 or 372. Students registered for one credit of MUVO 171 must register concurrently for .5 credit of MUVO 172.
  - All students taking applied vocal coaching are required to attend a weekly studio class and perform a jury at the end of the semester during the final exam week.
  - All students giving a Full Recital (MUPI 490 or MUVO 490) are required to complete a Full Recital Permission Hearing for faculty in their major area (piano or voice) no less than three weeks before the recital. Consult the Department Handbook for details.
  - Internship Contracts for MUVO 487 are due no later than Thursday of the first week of classes of the semester to the instructor of the course.

## Music Performance Major (Bachelor of Music)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (40 credits)** – MUSC 105, 116, 117, 151, 152, 205, 251, 252, 265, 327, 328, eight credits of applied music lessons (171/371), eight credits MUSC 137/337
- **Emphasis (audition required, see policies above)** – select one
  - **piano emphasis (27 credits)** – MUPI 390, 490, MUSC 206, 284, 308, 333, 353, 433, 453, eight credits MUPI 171/371
  - **voice emphasis (54 credits)** – DANC 110, MUSC 206, 237, 238, 284, 332, 353, 420, 453, 465, MUVO 390, 490, MUTH 300, eight credits MUVO 171/371, eight credits MUVO

172/372, 12 credits (minimum of six in each of two) world language selected from French, German, Italian, or Spanish

- **piano pedagogy emphasis (37 credits)** – MUPI 390, 490, MUSC 206, 284, 308, 333, 340, 353, 433, 453, four credits MUPI 487, eight credits MUPI 171/371, PSYC 100
- **vocal pedagogy emphasis (52 credits)** – MUSC 206, 237, 238, 284, 303 or 342, 332, 353, 420, 453, 465, MUVO 390, 490, four credits MUVO 487, eight credits MUVO 171/371, eight credits MUVO 172/372, 12 credits (minimum of six in each of two) world language selected from French, German, Italian, or Spanish, PSYC 100
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Music Theatre Major

[http://www.viterbo.edu/academics/fine\\_arts/theatre/Majors/Minors.aspx](http://www.viterbo.edu/academics/fine_arts/theatre/Majors/Minors.aspx)

### Policy

- Students wishing to major in theatre or music theatre must audition and interview with a faculty committee.
- All theatre and music theatre students are considered “candidates” for their designated degree program through the first four semesters. The process for determining each student’s degree track includes a meeting with faculty at the end of the first year of study to make a preliminary assessment about student progress toward the desired degree program and area of emphasis. In the spring semester of the sophomore year, students meet with the faculty to formally audition or interview for entry into the upper division of their desired degree program. Transfer students also audition or interview for entry into their desired program on a timeline determined by the faculty based on individual experience and background.
- All students taking MUTH 171/371, private voice lessons are required to perform juries at the end of every semester and attend voice studio class when offered.
- There will be a qualifying audition for those students who wish to test out of DANC 110 and/or other lower division dance courses. Students who test out of DANC 110 and/or other lower division dance courses must still complete six credits of dance courses.
- Students in all degree programs are considered part of the department’s theatre “company.” All majors are required to be actively involved in each production through design, performance, and technical support in one of the shops or in service as a member of a production crew. Through practical experiences in all aspects of theatre, students enhance their knowledge and gain a respect and appreciation for theatre as a collaborative art form.

### Music Theatre Major (Bachelor of Fine Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (80 credits)** – MUSC 105, 151, 152, MUTH 300, 326, 339, 490, THTR 107, 121, 147, 155, 160 or 175 or 260, 180, 207, 221 or 227, 407, six credits from DANC 110, 214, 220, 230, 250, 270, 314, 330, 350, 370, 414, 430, MUSC 284, four credits of MUTH 170, eight credits of MUTH 171, four credits of MUTH 370, eight credits of MUTH 371, six credits from THTR 119, 319
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Nursing Major

[http://www.viterbo.edu/academics/nursing/School\\_of\\_Nursing.aspx](http://www.viterbo.edu/academics/nursing/School_of_Nursing.aspx)

### Traditional Program

[http://www.viterbo.edu/academics/nursing/bsn/Bachelor\\_of\\_Science\\_in\\_Nursing.aspx](http://www.viterbo.edu/academics/nursing/bsn/Bachelor_of_Science_in_Nursing.aspx)

### Policy

- Admission to the Nursing Major
  - The following requirements must be met in order to be accepted as a nursing major:
    - composite ACT score of 20
    - high school rank in the 55th percentile or higher; applicants with no high school rank must have a high school grade point average of 3.0/4.0 scale
    - completion of one year of high school chemistry, or equivalent, with grades of C or better
    - completion of two years of high school algebra, or equivalent, with grades of C or better
- Admission to the Professional Nursing Program
  - The professional nursing sequence of courses begins at the sophomore level. Viterbo students wishing to enter the professional nursing program at the sophomore level must complete a formal application for admission by April 1 prior to the fall semester of desired entry into sophomore level nursing classes.
  - A nursing math competency test must be successfully completed prior to submitting the application.
  - Students eligible to apply as Viterbo University students are those who have or are in the process of completing 12 credits at Viterbo University. Students must complete all prerequisites by the end of the spring semester in which the application is filed. The completed application packet must be received by the application deadline in order to be considered. The application is available online.
  - The Nursing Admission Committee will review student records after the posting of spring semester grades. Letters of acceptance/denial will be mailed by June 15. The committee will admit the most qualified students based on cumulative grade point average (GPA), cumulative GPA in prerequisite courses, science GPA, and previous academic records. Preference for admission will be given to the most qualified students. The school may find it necessary to deny admission to a qualified applicant because of enrollment limits in the professional nursing sequence. Depending on the number of qualified applicants, meeting the minimum criteria for admission may not be sufficient to be admitted to the professional nursing sequence. Entrance is a competitive process. Students not granted admission may either: a) make application one more time in the subsequent year or b) pursue another major.
  - Those who wish to re-apply must submit a new application packet. Applications are not automatically carried forward. Applicants who have applied in the past are given no special consideration and are reviewed as a member of the current applicant pool. Individuals who re-apply must be currently enrolled at Viterbo University.
  - Applicants for the professional nursing sequence must have completed the following prerequisites by the end of the semester in which the application for admission to the professional nursing program is filed: ENGL 103, PSYC 171, BIOL 104 and 114 (with grades of C or better), CHEM 106 (with a grade of C or better), SOCL 125, cumulative grade point average (GPA) of 2.75 or above.
- Readmission Policy
  - An individual previously dismissed from the School of Nursing shall be required to complete a readmission packet for the respective program (traditional or B.S.N. Completion.) The guidelines shall be obtained from the assistant dean of the program to which the individual is seeking readmission. The completed readmission packet will be evaluated on an individual basis by the assistant dean and a readmission board.

- Transfer Policy
  - Students not currently enrolled in at least 12 credits at the university are considered transfer students into the nursing major. Transfer students who apply to enter the university as nursing majors will meet the same requirements for admission as entering freshmen. If ACT data is not available, placement testing in math, reading, and writing, and an interview are required. Transcripts from all previous post secondary schools must be submitted; a cumulative grade point average (GPA) of 2.75 on transfer credits (total honor points divided by number of credits) is required.
  - Transfer students may apply to the professional nursing sequence once they meet all of the academic criteria. The formal application for admission to the professional nursing program must be filed by April 1 prior to the fall semester of desired entry. All complete transfer student application will be considered after June 30. Acceptance will be dependent on the number of slots open in the sophomore class. Transfer students will be prioritized in the same manner as internal university application until all openings are filled.
- Progression in the Professional Nursing Program
  - In order to progress in the professional nursing program, students must earn a grade of C in BIOL 296 or repeat the course until a grade of C is earned. Students are expected to earn grades of C or higher in nursing courses. Students who earn a grade of CD or lower in a nursing course will be placed on probation and must earn grades of C or better in all remaining nursing courses. Failure to do so will result in dismissal from the program. In addition, students must maintain a cumulative grade point average (GPA) of 2.5 or higher throughout the nursing program.
- Clinical Requirements
  - Prior to starting the fall semester of sophomore courses, students must show completion of the following: certification as a nursing assistant (CNA), current CPR for Health Professionals, up-to-date health history and immunization profile including: physical examination report; record of up-to-date immunization status including – tetanus, diphtheria, poliomyelitis, measles, mumps, rubella, hepatitis B, and varicella; results of an annual Tuberculin test; rubella, rubeola, varicella, and mumps titers
  - It is required that the student's health file and CPR certification remain current throughout the course of the program. Failure to comply will mean that the student will not be allowed to begin or to continue in clinical practicum experiences.
  - Federal and state statutes require that criminal background checks be completed for all persons who provide nursing care for others or who have access to people who receive care. Clinical agencies prohibit placement of students with criminal histories of specific crimes and offenses that have been identified as bars to employment or licensure (such as abuse, assault, or neglect). The School of Nursing requires that all students complete a background information disclosure statement and a criminal history search prior to beginning the first clinical practicum in nursing. Students also are required to complete background information disclosure statements at the beginning of each level of the program to insure that requirements continue to be met. In addition, clinical agencies may have other specific requirements that students must meet prior to placement. Individuals whose background check identifies bars to the provision of care in contracted agencies or places restrictions on client contact will not be allowed to progress in the program.
  - Viterbo University School of Nursing utilizes a wide variety of community agencies to assist students in meeting the nursing curriculum objectives. Each student is responsible for his/her own transportation to and from these clinical agencies.
  - Additional requirements related to the professional program can be found in the current B.S.N. student handbook (traditional program).

**BSN Completion Program**

[http://www.viterbo.edu/academics/adult\\_learning/bsn\\_completion/BSN\\_Completion.aspx](http://www.viterbo.edu/academics/adult_learning/bsn_completion/BSN_Completion.aspx)

**Policy**

- Admission
  - To be admitted to the B.S.N. Completion program, applicants must have an Associate Degree in Nursing (ADN) or a Registered Nurse Diploma from a regionally accredited college or technical school. Also, students must show documentation of an active U. S. registered nurse license or its international equivalent prior to beginning the second session of nursing courses in the program.
  - Graduates of foreign schools of nursing are not required to have a current nursing license if such credentialing is not required by the country in which they practice.
- Policy
  - Up to 39 credits of lower division nursing credits will be awarded to the B.S.N. Completion program student who has graduated from a community college, vocational/technical school, or diploma program.
  - Students entering the B.S.N. Completion program with 98 or more credits must complete a minimum of 30 credits from Viterbo University. All the following requirements must also be met – 23 nursing credits required for the major; six credits in support courses for the major (three in statistics and three in ENGL 307); 43 upper division credits; and all other requirements in the core curriculum.
  - A student who does not maintain a 2.5 cumulative grade point average will not be permitted to progress in nursing designated courses until the grade point average is re-established at 2.5.
  - A student who receives a grade of “CD” or below in a nursing course is placed on probation and must earn grades of “C” or better in any repeated courses in all remaining non-concurrent nursing courses. Failure to do so will result in dismissal from the nursing program.
  - A non-probationary student who earns a “D” or “F” in a nursing course may be given the opportunity to repeat the course the following semester (if the course is offered). The student will only be permitted to take another nursing course pending development of an academic success plan.
  - The nurse shall have at least two years of practice in a health care facility, or approval by the B.S.N. Completion Assistant Dean, prior to enrolling in NURS 481, Clinical Synthesis.
  - As with nurses educated in the United States (U.S.), nurses who have received their education in a country outside of the U.S. will have their educational transcripts reviewed on an individual basis. This transcript review will determine direct course-to-course transfer credits, as well as general transfer credits, including those transfer credits which may meet university core curriculum requirements. Once transfer credits are determined, each student’s respective advisor will meet with the student to develop and discuss an individual curricular plan.
  - Additional requirements related to the program can be found in the BSN Completion program handbook.
- Clinical Requirements
  - Students must meet both university (health history and immunization profile) and clinical agency personnel requirements (up-to-date immunization records and background checks) as specified for prescribed coursework and clinical experiences.
  - Federal and state statutes require that criminal background checks be completed for all persons who provide nursing care for others or who have access to people who receive care. Clinical agencies prohibit placement of students with criminal histories of specific crimes and offenses that have been identified by the state of Wisconsin or others as bars to employment or licensure (such as abuse, assault, or neglect). The School of Nursing requires that all students complete a background information disclosure statement and a criminal history search. Individuals whose background check identifies bars to the provision of care



in contracted agencies or places restrictions of client contact will not be allowed to progress in the program.

- Students must have the ability to collect appropriate subjective and objective data associated with obtaining a nursing history and performing a physical assessment. The emphasis is on knowing normal findings and normal variations in the healthy adult, well child, and the well elder person as demonstrated by one of the following:
  - Currently completing health histories and physical assessments in the students' nursing practice.
  - Graduate after 1990 from an ADN program.

A course must be completed prior to registering for NURS-451, Public Health Nursing-Clinical Application, if the student does not meet one of the above criteria.

- Readmission Policy

- An individual previously dismissed from the School of Nursing shall be required to complete a readmission packet for the respective program (traditional or B.S.N. Completion program). The packet shall be obtained from the assistant dean of the program to which the individual is seeking readmission. The completed readmission packet will be evaluated on an individual basis by the assistant dean and a readmission board.

### **Nursing Major (Bachelor of Science in Nursing)**

- **Core curriculum and mission seminars (38-52 credits)** – see the degree requirements section of this catalog
- **Major requirements (86-91 credits)** – BIOL 104, 114, 296, CHEM 106 or 120 and 121, MATH 130 or 230, NURS 221, 230, 240, 290, 322, 332, 342, 349, 365, 372, 382, 422, 432, 452, 465, 482, NUTR 280, PSYC 171, 220, SOCL 125
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Nursing Major (degree completion) (Bachelor of Science in Nursing)**

- **Core curriculum and mission seminars (35-43 credits)** – see the degree requirements section of this catalog
- **Major requirements (29 credits)** – ENGL 307, MATH 130, NURS 340, 353, 408, 450, 451, 458, 459, 472, 481
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Nutrition and Dietetics Major**

[http://www.viterbo.edu/academics/nursing/dietetics/Nutrition\\_and\\_Dietetics.aspx](http://www.viterbo.edu/academics/nursing/dietetics/Nutrition_and_Dietetics.aspx)

#### **Policy**

- To become eligible to write the Registration Exam for Dietitians, both classroom and supervised practice components must be completed.
- Admission
  - Applicants with an ACT (or equivalent) score below 20 cannot be admitted as a major. High school chemistry is a prerequisite for freshman chemistry. A working knowledge of basic math operations and high school algebra is essential. All of the following are prerequisites for eligibility to enter the professional phase of the Coordinated Program: completion of all



freshman and sophomore level courses set forth on the Suggested Course Sequence form, minimum cumulative grade point average of 3.00, minimum grades of B in each of the following courses, CHEM 106; NUTR 273, 340, 341; a minimum grade of BC in BIOL 305.

- Students must apply to enter the professional phase during May of the spring semester (traditionally the sophomore year) which immediately precedes their anticipated entry.
- The number of eligible students accepted into the coordinated phase is limited by the number of opportunities for placement in supervised practice facilities. In the event applications from eligible students outnumber placement opportunities, all eligible applicants cannot be accepted. In this situation, eligible students will be accepted according to the number of course credits previously taken at Viterbo University, e.g., a student who has taken all course work at Viterbo University since the first semester of the freshman year is given priority over the student who has transferred the freshman year of credits from another institution. If the number of previous credits taken at Viterbo University by two eligible students is very similar, the cumulative grade point average (GPA) may also be used in the admission decision.
- Students receive written verification (postmarked by June 15) of their acceptance status into the professional phase of the Coordinated Program.
- Students must also complete required immunizations and successfully complete a Background Information Disclosure form and a criminal history check that is in compliance with the Wisconsin Caregiver Law. Those whose criminal history check identifies bars to clinical placement or places restrictions on client contact may not be allowed to progress in the program.
- To remain in the program, junior- and senior-level students must maintain a cumulative grade point average (GPA) of at least 3.00, and a minimum grade of B in each of the following courses, NUTR 351, 352, 370, 372, 400, 472, 476. Students who do not meet these grade requirements will be placed on academic probation within the program for a maximum of two semesters.

#### **Dietetics Major (Bachelor of Science in Community-Medical Dietetics)**

- **Core curriculum and mission seminars (38-52 credits)** – see the degree requirements section of this catalog
- **Major requirements (89-108 credits)** – BIOL 104, 114, 296, 305, CHEM 106 or 120 and 121, 140 or 240, MATH 130 or 230, NUTR 273, 340, 341, 351, 352, 355, 356, 368, 370, 371, 372, 373, 400, 401, 470, 471, 472, 473, 476, PSYC 100 or 171, 424
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

#### **Organizational Communication Major**

[http://www.viterbo.edu/academics/business/organizational\\_communication/Organizational\\_Communication.aspx](http://www.viterbo.edu/academics/business/organizational_communication/Organizational_Communication.aspx)

#### **Organizational Communication Major (Bachelor of Science)**

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (28 credits)** – COMM 110, 118, 140, 205, 211, 230, 414, 460, 490, PSYC 100 or SOCL 125
- **Emphasis** – select one
  - **Internal (24 credits)** – COMM 310, 311, 318, 319, ECON 102, MGMT 341, 342, 375
  - **External (24 credits)** – COMM 310, 311, 315, 316, ECON 102, MKTG 351, 352, 450
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics

- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Organizational Communication (transfer agreement) Major (Bachelor of Science)**

Viterbo University has transfer programs in place with Western Technical College (WTC) leading to the Bachelor of Science (B.S.). The Associate of Applied Science (A.A.S.) degree from WTC must have been earned May 2006 or later. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements(30 credits)** – see below
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Technical College   Associate Degree Program   Major Requirements**

<b>WTC</b>	Graphic Design	COMM 110, 211, 230, 310, 311, 414, 460, 490, six credits from COMM 315, 316, 318, 319, MGMT 341, 342, 375, 474, MKTG 351, 352, 450
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### **Organizational Management Major**

[http://www.viterbo.edu/academics/adult\\_learning/organizational\\_management/Organizational\\_Management.aspx](http://www.viterbo.edu/academics/adult_learning/organizational_management/Organizational_Management.aspx)

#### **Policy**

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.

### **Organizational Management (degree completion) Major (Bachelor of Business Administration)**

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (39 credits)** – BLAW 343, ECON 101 or 102, INFO 200, OMGT 302, 305, 306, 308, 309, 318, 400, 401, 402, 410
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Organizational Management (transfer agreement/degree completion) Major (Bachelor of Business Administration)**

The Associate of Applied Science (A.A.S.) degree must have been earned within five years of entering Viterbo University for Chippewa Valley Technical College (CVTC) and Northcentral Technical College (NTC) graduates and May 2006 or later for Western Technical College (WTC) graduates. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **major requirements (21-39 credits)** – see below
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
<b>CVTC</b>	Business Management	BLAW 343, OMGT 304, 305, 306, 308, 318, 400, 401, 402, 410
	Human Resource Management	OMGT 302, 305, 306, 308, 309, 318, 401, 402, 403, 410
	Marketing Management	BLAW 343, OMGT 302, 305, 306, 318, 379, 400, 401, 402, 410
<b>NTC</b>	Business Management	OMGT 302, 304, 306, 318, 401, 402, 410
	Business to Business	BLAW 343, INFO 150, 200, OMGT 302, 304, 305, 306, 309, 318, 400, 401, 402, 403
	Marketing	BLAW 343, OMGT 302, 304, 305, 306, 308, 309, 318, 400, 401, 402, 403, 410
	Supervisory Management	BLAW 343, OMGT 302, 304, 305, 306, 318, 401, 402, 403, 410
<b>WTC</b>	Business Management	INFO 200, OMGT 305, 306, 308, 309, 318, 400, 401, 402, 410
	Finance	INFO 200, OMGT 305, 306, 308, 309, 318, 400, 401, 402, 410
	Human Resource Management	INFO 200, OMGT 305, 306, 308, 309, 318, 400, 401, 402, 410
	Marketing	INFO 340, OMGT 302, 305, 306, 308, 318, 400, 401, 402, 410
	Paralegal	BLAW 343, OMGT 305, 306, 308, 309, 318, 400, 401, 402, 403, 410

Supervisory Management

BLAW 343, OMG 304, 305, 306, 308, 309, 318,  
401, 402, 410

## Organizational Studies Major

[http://www.viterbo.edu/academics/adult\\_learning/Organizational\\_Studies/Organizational\\_Studies.aspx](http://www.viterbo.edu/academics/adult_learning/Organizational_Studies/Organizational_Studies.aspx)

### Policy

- Two-thirds of the credits in focus and support areas must be upper division.
- Two-thirds of the credits in focus and support areas must be completed at Viterbo.

### Organizational Studies (degree completion) Major (Bachelor of Science)

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (38 credits)** –
  - COMM 150, 211, ORST 495, SOCL 330, 395
  - 15 credits in one discipline
  - nine credits in a second discipline from the following: arts in culture (courses from the Ways of Thinking artistic awareness category), business, English, ethics, history, legal studies, philosophy, psychology, religious studies, natural science, servant leadership, sociology; or women's studies.)
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Philosophy Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/philosophy/Philosophy.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/philosophy/Philosophy.aspx)

### Philosophy Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (30 credits)** – PHIL 100 or 101 or 105, two courses from PHIL 320, 340, or 370, two courses from PHIL 311, 312, 313, or 333, 15 credits from PHIL 244, 286, 302, 310, 315, 316, 317, 321, 346, 360, 365, 375, 381, 400, 486, 488
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Viterbo University Three + One Program for Philosophy Majors

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their Bachelor of Arts degree in history in three years, followed by one year of graduate work leading to a Master of Business Administration or a Master of Arts in Servant Leadership. Students may earn a minor, with their B.A. degree, in accounting, business administration, marketing, or servant leadership to prepare for the master's program.

#### Admission criteria:

- a cumulative high school grade point average (GPA) of 3.00 or higher (on a 4.0 scale)
- a ranking within the top third of the high school class
- a minimum ACT score of 24

- a minimum of six credits of college level work earned through Advanced Placement (AP), International Baccalaureate (IB), or the Diocesan High School College Credit Program
- an intent to declare a major in philosophy

## Philosophy Minor

### Philosophy Minor

- PHIL 100 or 101, 15 credits of PHIL

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Physics Minor

### Physics Minor

- MATH 220, 221, PHYS 250 and 270 or 260 and 270, 251 and 271 or 261 and 271, 12 credits of upper division PHYS electives  
MATH 320, 321 strongly recommended.

The total credits of the minor requirements are 28. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Political Science Minor

### Political Science Minor

- POSC 121, two courses from HIST 315, POSC 120, 320, 382, one course from PHIL 315, 346, 360, one course from COMM 414, CRMJ 230, 406, SOCL 354, SPAN 456

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Professional Selling Minor

### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

### Professional Selling Minor

- MKTG 356, 420, nine credits from COMM 311, 319, MKTG 351, 352, 354, 451, 487, PSYC 250, or SPML 455

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Psychology Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/psychology/Psychology.aspx](http://www.viterbo.edu/academics/letters_and_sciences/social_sciences/psychology/Psychology.aspx)

### Policy

- Students applying for the advanced experience must meet the following requirements: an overall grade point average (GPA) of 2.3, a GPA of 2.5 in psychology courses, a written statement of long and short term goals submitted to the student's advisor during the semester preceding the experience. Final admission to the experience will be granted upon written departmental approval. Advanced experience options are PSYC 435 (qualitative and interpretive research), PSYC 481 (practicum in a mental health setting), PSYC 487 (internship in a non-mental-health setting), and PSYC 489 (advanced research).
- Internship candidates (487) should contact their advisor or the campus internship coordinator.

### Psychology Major (Bachelor of Arts or Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (39-52 credits)** – BIOP 261 or PSYC 261 or 305, MATH 130 or 230 or PSYC 223 or SOCL 223, PSYC 171, 205, 230, 250, 270, 330, 335, 340, 499, PSYC 220 or 310 or 320, PSYC 481 or 487 or 489, one course from 351, 352, 365, 422, 424
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Psychology Minor

#### Policy

- Students seeking the psychology minor should confer with the department faculty on the selection of courses.

#### Psychology Minor

- PSYC 100 or 171, 12 credits of PSYC (six credits must be at the upper division level)

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Religious Studies Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/religious\\_studies/Religious\\_Studies.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/religious_studies/Religious_Studies.aspx)

#### Religious Studies (Bachelor of Arts)

- **core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **major requirements (47 credits)** – PHIL 310, RLST 160, 222, 230, 260, 280, 331, 348, 425, 433, 465, 481, six credits of PHIL, six credits of RLST electives  
PHIL 312 highly recommended.
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

#### Viterbo University Three + One Program for Religious Studies Majors

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their Bachelor of Arts degree in history in three years, followed by one year of graduate work leading to a Master of Business Administration or a Master of Arts in Servant Leadership. Students may earn a minor, with their B.A. degree, in accounting, business administration, marketing, or servant leadership to prepare for the master's program.

#### Admission criteria:

- a cumulative high school grade point average (GPA) of 3.00 or higher (on a 4.0 scale)
- a ranking within the top third of the high school class
- a minimum ACT score of 24
- a minimum of six credits of college level work earned through Advanced Placement (AP), International Baccalaureate (IB), or the Diocesan High School College Credit Program
- an intent to declare a major in religious studies

## Religious Studies Minor

### Religious Studies Minor

- RLST 160, 222, 433, nine credits RLST electives, six of which must be numbered 300 or higher

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Sacred Music Minor

### Policy

- Any student wishing to pursue a sacred music minor must audition for the music faculty and have approval from the music department chair before declaring the minor.

### Sacred Music Minor

- MUSC 105, 116, 117, 151, 152, 205, 251, 252, 265, 327, 328, eight credits of 171/371 (up to four applied credits may be in organ for piano emphasis students), eight credits MUSC 137/337 (music core)
- MUSC 342, 354, 355, 356 or 420, 453, four credits MUSC 487

The total credits of the minor requirements are 15-16, not including the music core. Transfer course and waivers and/or substitutions could modify these credit totals.

## Science Minor

### Policy

See the School of Education Web page for teacher education policy.

[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Science Minor

- BIOL 100 and 203 or 160 and 161; 402; CHEM 106 or 120 and 140; ENVS 101 or 111; ESCI 103; PHYS 102 or 250

The total credits of the minor requirements are 28-29. Transfer course and waivers and/or substitutions could modify these credit totals.

## Secondary Education Major

[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Middle/Secondary Early Adolescence through Adolescence Education Major (degree earned respective to major)

For majors in the following areas – biology, broad field science, broad field social studies, chemistry, English (language arts), and mathematics. See the respective departments for requirements.

Certifiable minors for middle/secondary education majors are available in biology, chemistry, English/language arts, history, mathematics, sociology, Spanish, theatre. See respective departments. Methods and student teaching are part of each minor.

### Early Childhood through Adolescence Education Major (degree earned respective to major)

For majors in art education, business education, music education, Spanish, technology education, and theatre education. See the respective departments for requirements.



## Servant Leadership Minor

### Servant Leadership Minor

- RLST 260, 356, 450, a 300 level VUSM course, three credits from COMM 318, ENVS 325, MGMT 375, NURS 460, SOCL 370

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Social Work Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/social\\_work/Social\\_Work.aspx](http://www.viterbo.edu/academics/letters_and_sciences/social_sciences/social_work/Social_Work.aspx)

### Policy

- Admission
  - The professional social work course sequence begins at the junior level. Students apply to the professional phase of the program by completing a formal application for admission. The application is due February 1 of the sophomore year for formal admission to the junior year courses. Only applications from change of major or transfer students will be accepted after February 1. The application is available online through the Viterbo social work Web page.
  - The applicant must satisfy the following criteria: completion of 36 credits, cumulative grade point average (GPA) of 2.5 based on a 4.0 scale at the time of application, B or better in SOWK 210 (This course may be repeated once.), written application to the social work program, interview required at the discretion of the admissions committee, completion of the pre-professional prerequisite curriculum with grades of C or higher prior to beginning the professional sequence courses.
  - Meeting minimum standards does not guarantee admission to the professional social work program. The social work admissions committee may find it necessary to deny admission to a qualified applicant because of enrollment limits in the professional social work sequence and field education. Depending on the number of qualified applicants, meeting minimum criteria for admission may not be sufficient to be admitted to the professional social work sequence. Students have the right to appeal a denial of admission to the social work program according to the procedures outlined in the social work student handbook.
  - The social work program will not approve academic credit given for life experience or previous work experience in whole or in part, in lieu of field education or academic course work. The social work program does not offer students an opportunity to receive credit by examination for social work courses.
- Progression in the professional phase of the social work program
  - In order to progress in the professional social work program, students must maintain a 2.50 grade point average (GPA) based on a 4.0 scale in SOWK 210, 240, 275, 280, 321, 331, 340, 341, 421, 431, 441, 479, and 482, receive a minimum grade of C or better in SOWK 240, 275, 280, 321, 331, 340, 341, 421, 441, 479, 482, receive a grade of CR (credit) in SOWK 480, maintain an overall cumulative GPA of 2.5, achieve grades of C or better in all prerequisite and support courses
- Admission to Field Education
  - The professional social work curriculum culminates with a one semester 450 hour field education experience in an approved agency setting. Students are required to complete an application process for acceptance to field education one semester before intended entry. Only social work majors who have completed all courses in the professional phases of the social work curriculum except SOWK 480 and 482 and meet criteria for field education will be admitted into field education. A criminal background check is required to enter field education. Students with a history of physical violence, sexual misconduct or any other offense which would make the student unemployable as a social worker may be denied admission to field education in a particular semester. Admission into field education is limited by the number of opportunities for placement in certified field agencies. In the event that field education applications exceed placement sites, eligible students will be accepted



based on the number of credits completed. If the number of credits completed is very similar, the cumulative GPA may also be used in the field education admission decision. Students who qualify for field education but are not able to be accommodated due to placements limitations will be placed in the following semester.

### Social Work Major (Bachelor of Arts or Science)

- **core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **pre-professional curriculum requirements (22-26 credits)** – BIOL 104 and 114 or 203, POSC 121, PSYC 171, SOCL 125, SOWK 210, 240, 275
- **major requirements (46 credits)** – MATH 130 or PSYC 223 or SOCL 223, PSYC 340 or SOCL 366 or SOWK 366, SOCL 320, SOWK 280, 321, 331, 340, 341, 421, 431, 441, 479, 480, 482
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Sociology Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/sociology/Sociology.aspx](http://www.viterbo.edu/academics/letters_and_sciences/social_sciences/sociology/Sociology.aspx)

#### Policy

- Due to the interdisciplinary nature of the criminal justice degree, students may not major in both criminal justice and sociology.

### Sociology Major (Bachelor of Arts or Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (45 credits)** – MATH 130 or PSYC 223 or SOCL 223, SOCL 125, 265, 310, 320, 338, 353, 430, 465, 18 credits from CRMJ 150, 351, 364, MGMT 395, 448, PSYC 110, 223 (if not taken previously), 250, SOCL 110, 149, 150, 210, 223 (if not taken as a support course), 244, 245, 249, 250, 286, 288, 330, 344, 345, 349, 351, 354, 359, 364, 366, 370, 395, 448, 456, 486, 487 (up to nine credits), 488, SOWK 210, 366, 456
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Social Justice Concentration

Students may choose to complete a social justice concentration by taking the following courses as their sociology electives: diversity, SOCL 310, 320, 353; policy, SOWK 341, 441; social change, SOCL 354; leadership, RLST 260.

### Sociology Minor

#### Policy

- Students may include up to three credits of 149, 249, 349, or 487. A minimum of 12 credits may not be credits used to fulfill a student's major.

### Sociology minor

- SOCL 125, 15 credits of SOCL, at least nine credits at the 300 level or above

The total credits of the minor requirements are 18. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Spanish Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/spanish/Spanish.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/spanish/Spanish.aspx)

#### Policy

- Courses in literature and culture must be taken in two of the three areas of the Spanish-speaking world – Spain (Peninsular), Latin America, U.S. Hispanic. A demonstrated proficiency at the Advanced level in listening, reading, and writing as evidenced through department assessment. A demonstrated cultural knowledge in two of the three areas of the Spanish-speaking world as evidenced through department assessment.
- A period of residency of at least one month in a country where the target language is spoken is required for Spanish majors and for teaching certification in the major and the minor. Up to 32 credits from an approved study abroad program may be transferred in to meet degree requirements for both the teaching and non-teaching majors and up to six credits for the teaching and non-teaching minor.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)
- The requirements below must be met before student teaching
  - Courses in literature and culture must be taken in two of the three areas of the Spanish-speaking world – Spain (Peninsular), Latin America, U.S. Hispanic.
  - A proficiency level of Intermediate–High in speaking assessed through a standardized oral exam (Oral Proficiency Interview)
  - A demonstrated cultural knowledge in two of the three areas of the Spanish-speaking world as evidenced through department assessment.

#### Spanish Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (43 credits)** – SPAN 305, 306, 340, 405, 406, nine credits from SPAN 307, 310, 312, 336, 410, nine credits from SPAN 308, 314, 316, 318, 10 credits of SPAN, a proficiency level of Intermediate-High in speaking assessed through a standardized oral exam (Oral-Proficiency Interview)
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

#### Spanish, Early Childhood through Adolescence, Education Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENV 101

and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433

- **Major requirements (43 credits)** – SPAN 305, 306, 340, 405, 406, 415, 416, nine credits from SPAN 307, 310, 312, 336, 410, nine credits from SPAN 308, 314, 316, 318, six credits of SPAN
- **Education requirements (28-35 credits)** – EDUC 150, 215, 255, 306, 316, 330, 335, 390, 463, 482
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Viterbo University Three + One Program for Spanish Majors

This accelerated degree program provides an opportunity for outstanding, highly motivated students to complete their Bachelor of Arts degree in history in three years, followed by one year of graduate work leading to a Master of Business Administration or a Master of Arts in Servant Leadership. Students may earn a minor, with their B.A. degree, in accounting, business administration, marketing, or servant leadership to prepare for the master's program.

Admission criteria:

- a cumulative high school grade point average (GPA) of 3.00 or higher (on a 4.0 scale)
- a ranking within the top third of the high school class
- a minimum ACT score of 24
- a minimum of six credits of college level work earned through Advanced Placement (AP), International Baccalaureate (IB), or the Diocesan High School College Credit Program
- an intent to declare a major in Spanish

## Spanish Minor

### Policy

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Spanish Minor

- SPAN 101, 102, 250, 251, 305, 306, 340, six credits SPAN electives
- proficiency level of Advanced in listening and reading
- proficiency of Intermediate-High in writing and speaking as evidenced through department assessment
- knowledge of Spanish-speaking cultures

The total credits of the minor requirements are 29. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Spanish for the Professions Minor

- SPAN 250, 251, 305, 361 or 367 or 364, one course from 200, 300, 301, 310, 312, 400, 412

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

### Spanish, Middle Childhood through Early Adolescence Education, Minor

- SPAN 101, 102, 250, 251, 305, 306, 340, 405, 406, 415, 416, six credits SPAN electives
- EDUC 335

- a period of residency of at least one month in a country where the target language is spoken (up to six credits accepted for transfer)
- proficiency of Advanced-Low (ACTFL) in writing and speaking as evidenced through department assessment
- proficiency of Advanced-Low (ACTFL) in listening and speaking as evidenced through coursework and Oral Proficiency Interview (OPI)

The total credits of the minor requirements are 41. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Sport Leadership Minor

### Policy

- Students pursuing a minor offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.

### Sport Leadership Minor

- SPML 320, SPSL 110, nine credits from BIOL 331, 338, PSYC 344, RLST 326, SOCL 245, SPML 330, 340, 350, 455, 481, 490, SPSL 100, 220, 430

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Sport Management and Leadership Major

[http://www.viterbo.edu/academics/business/sport\\_management\\_and\\_leadership/Sport Mangement and Leadership.aspx](http://www.viterbo.edu/academics/business/sport_management_and_leadership/Sport_Mangement_and_Leadership.aspx)

### Policies

- All students pursuing the B.B.A. degree must maintain a cumulative grade point average of 2.5 or higher (on a 4.0 scale) in the major requirement courses, and students must receive a letter grade of C (2.0) or higher in each of these courses. If a grade of CD or below is earned in any of these courses, the course must be repeated until a grade of C or higher is achieved. Students pursuing the business education major must maintain a 2.75 grade point average in all business and education coursework.
- Students pursuing a minor or double major offered by the Dahl School of Business must complete a minimum of 12 non-duplicated credits in the area of the minor or second major with a grade of C (2.0) or above in each course.
- All transfer students seeking an undergraduate degree offered by the Dahl School of Business must earn a minimum of 15 credits of business coursework at Viterbo University.

### Sport Management and Leadership Major (Bachelor of Business Administration)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (73 credits)** – ACCT 211, 212, ECON 101, 102, FINA 331, MATH 270, MGMT 210, 230, 243, 300, 341, 447, 449, 457, 474, MKTG 351, SPML 320, 330, 340, 350, 455, 490, four credits of SPML 481 or 487, six credits from BIOL 203, PSYC 344, SOCL 245 or SPSL 220
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Sport Science Minor

### Policy

- Students majoring in sport management and leadership or sport science and leadership may not declare a sport science minor.

### Sport Science Minor

- A minimum of nine credits of SPSL; six credits from NUTR 260, PSYC 344, SOCL 245

The total credits of the minor requirements are 15. Transfer course and waivers and/or substitutions could modify these credit totals.

## Sport Science and Leadership Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/natural\\_sciences/sport\\_science\\_and\\_leadership/Sport\\_Science\\_and\\_Leadership.aspx](http://www.viterbo.edu/academics/letters_and_sciences/natural_sciences/sport_science_and_leadership/Sport_Science_and_Leadership.aspx)

### Sport Science and Leadership Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (66 credits)** – BIOL 104 and 114 or 347 and 482, 160, 161, MATH 113, 130 or 230 or MGMT 230 or PSYC 223 or SOCL 223, NUTR 260, PHYS 250 and 270 or 260 and 270, SPML 320, 350, 481, 490, SPSL 100, 110, 331, 338 or BIOL 338, 430, six credits from PSYC 344, SOCL 245, SPSL 200, 220, 286, eight credits CHEM
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Substance Abuse Counseling Major

[http://www.viterbo.edu/academics/adult\\_learning/Substance\\_Abuse\\_Counseling/Substance\\_Abuse\\_Counseling.aspx](http://www.viterbo.edu/academics/adult_learning/Substance_Abuse_Counseling/Substance_Abuse_Counseling.aspx)

### Policy

- Students who have previously earned a degree with a major in psychology must complete a minimum of 18 unduplicated credits in substance abuse counseling to be awarded the second major of substance abuse counseling.
- Substance abuse counseling majors must complete a background information disclosure statement and a criminal history search, and have these results approved by the program and the university by the established guidelines prior to beginning the first course at Viterbo University.
- Per Wisconsin state regulations, students who wish to obtain a Wisconsin state Substance Abuse Counselor certification must complete both 360 hours of classroom education and 4,000 hours of patient counseling experience. The requirements of the Substance Abuse Counseling major meet the 360 hours of classroom education requirement. Substance abuse counseling majors are not required to complete counseling experience hours, but are strongly encouraged to do so by completing ADCT-481. (The state of Wisconsin allows for completed educational hours to satisfy part of the experience requirement. Please refer to the Wisconsin Department of Safety and Professional Services for further information.)
- Students completing an adult learning degree completion bachelor degree may not concurrently double major or double degree in a major offered as a traditional student major.
- ADCT 440 for students enrolled in the transfer agreement program must be taken at Viterbo (not transferred).
- Substance abuse counseling majors may not declare a psychology minor.

**Substance Abuse Counseling (degree completion) Major (Bachelor of Arts or Science)**

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (33 credits)** – ADCT 330, 423, 427, 440, 445, 464, PSYC 171, 205, 270, 305, 340
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Substance Abuse Counseling (transfer agreement/degree completion) Major (Bachelor of Arts or Science)**

Students with an earned two-year degree (A.A. A.S., A.A.S.) that meets the state regulations for education requirements for substance abuse counseling may earn a Bachelor of Arts or Science with a major in substance abuse counseling. Students must have earned the degree with the last seven years or be currently practicing in the substance abuse counseling field. Students may not begin this program or be considered a student in this program until the two-year degree has been completed and documented on a transcript. The student cannot be dually enrolled. The two-year degree must be completed prior to transfer to Viterbo.

Two year schools offering the education requirements include Chippewa Valley Technical College, College of Menominee Nation, Fox Valley Technical College, Gateway Technical College, Madison Area Technical College, Milwaukee Area Technical College, Moraine Park Technical College, Northeast Wisconsin Technical College, Waukesha County Technical College and others as approved.

This transfer agreement program is offered online with a week summer residency at the completion of the program.

- **Core curriculum and mission seminars (35-43 credits)** – see the core curriculum section of this catalog
- **Major requirements (27 credits)** – ADCT 330, 440, 445, 464, 498, 12 upper division credits in criminal justice, psychology, sociology, or social work (may be transferred, but must have been taken at the upper division level at the transfer institution)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

**Substance Abuse Counseling Minor****Substance Abuse Counseling Minor**

- ADCT 423, 427, PSYC 205, 270 or SOWK 280, 305, 340, 422

The total credits of the minor requirements are 21. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Sustainability Major

[http://www.viterbo.edu/academics/letters\\_and\\_sciences/humanities/environmental\\_sustainability/Sustainability.aspx](http://www.viterbo.edu/academics/letters_and_sciences/humanities/environmental_sustainability/Sustainability.aspx)

### Policy

- Students majoring in sustainability (environmental or management) may not earn a minor in environmental studies.

### Sustainability Major (Bachelor of Arts or Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (50-51 credits)** – ENVS 101, 325, HIST 354, MATH 130 or 230, PHIL 302, POSC 121, RLST 260, 380, SUST 210, 225, 330, 350, 360, 420, 470, 495
- **School of Humanities requirement** – a minor, a year of language study, or study abroad experience (see degree requirement section of this catalog for details)
- **Bachelor of Arts requirement** – a minimum of three classes (nine credits minimum) of world language in preferably one, but not more than two languages **OR**
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Sustainability Minor

### Sustainability Minor

- SUST 210, six credits from SUST 225, 330, 350, 360, 420, 470, six credits from ECON 300, ENGL 204, ENVS 101, 325, ESCI 103, HIST 354, RLST 380, VUSM 170

The total credits of the minor requirements are 15. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

## Technology Education Major

[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Policy

- Students are permitted to take only six hours of 300 level professional education sequence courses prior to admission to the teacher education program.
- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Technology Education Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific core courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories, with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 106, 111, or 112; scientific reasoning in the natural sciences – ENVS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433
- **Major requirements (54 credits)** – EDUT 100, 104, 120, 154, 166, 173, 194, 196, 215, 219, 228, 232, 233, 241, 242, 244, 248, 252, 253, 263; 11 credits from a technical emphasis (see listing below)



- **Education requirements (33-40 credits)** – EDUC 150, 215, 255, 306, 316, 330, 337, 390, 402, 425, 463, 482
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### **Manufacturing/Engineering**

EDUT 198, CNC: Basic CAM 1; EDUT 199, CNC Applications; EDUT 200, CNC: Basic CAM 2; EDUT 220, Fundamentals of Electronics and Fabrication; EDUT 229, Fabrication Techniques II; EDUT 231, AC Circuits; EDUT 240, Engineering Materials; EDUT 246, Auto CAD Level II, EDUT 247, Solid Works; EDUT 254, Hydraulic and Pneumatic Applications

### **Construction/Woods**

EDUT 164, Cabinet and Furniture Making I; EDUT 165, Cabinet and Furniture Making II; EDUT 174, Estimating Bids and Specs; EDUT 176, Blueprint Reading II; EDUT 177, Blueprint Reading III; EDUT 179, Fundamentals Building Construction II; EDUT 180, Framing Techniques for Wood Construction I; EDUT 181, Framing Techniques for Wood Construction II; EDUT 182, Interior Trim Wood Construction I; EDUT 183, Interior Trim Wood Construction II

### **General Technology**

Students pursuing a general integrated emphasis can select from any of the courses listed in the emphasis categories, but must have representation of two or more areas. Students can also select from Viterbo University courses CISS 260, 302, INFO 150, 200, 230, 310.

### **Graphic Communications**

EDUT 101, Web Design I; EDUT 105, Design Fundamentals; EDUT 106, Flash Design; EDUT 108, Motion Graphics; EDUT 111, Digital Photography; EDUT 125, Prepress Technology

### **Power, Energy and Transportation**

EDUT 152, Automotive Electronics; EDUT 155, Basic Maintenance; EDUT 190, Basic Hydraulics; EDUT 205, HVACR Refrigeration; EDUT 206, HVACR Basic CAD; EDUT 208, HVACR Forced Air Heating; EDUT 209, HVACR Energy; EDUT 220, Fundamentals of Electronics and Fabrication; EDUT 229, Fabrication Techniques II

### **Theatre Major**

[http://www.viterbo.edu/academics/fine\\_arts/theatre/Majors/Minors.aspx](http://www.viterbo.edu/academics/fine_arts/theatre/Majors/Minors.aspx)

### **Policy**

- Students wishing to major in theatre or music theatre must audition and interview with a faculty committee.
- All theatre and music theatre students are considered “candidates” for their designated degree program through the first four semesters. The process for determining each student’s degree track includes a meeting with faculty at the end of the first year of study to make a preliminary assessment about student progress toward the desired degree program and area of emphasis. In the spring semester of the sophomore year, students meet with the faculty to formally audition or interview for entry into the upper division of their desired degree program. Transfer students also audition or interview for entry into their desired program on a timeline determined by the faculty based on individual experience and background.
- Students in all degree programs are considered part of the department’s theatre “company.” All majors are required to be actively involved in each production through design, performance, and technical support in one of the shops or in service as a member of a production crew. Through practical experiences in all aspects of theatre, students enhance their knowledge and gain a respect and appreciation for theatre as a collaborative art form.
- Students in the BFA program: of the eight total credits of required theatre practicum for the acting



emphasis (four semester in the theatre core; four in the major), one semester must be a performance of a minor role, and one must be a performance of a major role.

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Theatre Major (Bachelor of Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (71 credits)** – THTR 107, 155, 160, 175, 180, 225, 230, 250, 281, 291, 301, 320, 440, 490, eight credits of THTR 119/319, 24 credits of THTR
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Theatre Major (Bachelor of Fine Arts)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (33 credits)** – THTR 107, 155, 160, 175, 180, 225, 230, 281, 291, 301, four credits of THTR 119
- **Emphasis** – select one
  - **acting emphasis (43-44 credits)** – DANC 110 (or appropriate level), THTR 121, 147, 207, 217, 221, 227, 250, 276 (two credits), 307, 327, 407, 476 (two credits), 490, four credits from THTR 119, 319\*, one course from DANC, four credits from MUVO 171, 371
  - **design/technical emphasis (44 credits)** – THTR 260, 265, 351, 490, two credits each 256, 356, 456; four credits from THTR 119, 319
    - **design or technical production focus** – select one focus
      - design – 453, three courses from THTR 331, 332, 333, 334, three courses from THTR 354, 355, 361, 365, 368, 375, one course from ARTS 103, 105, 107, COMM 110, 118, 140
      - technical production – THTR 250, 361, two courses from THTR 331, 332, 333, 334, four courses from 354, 355, 365, 368, 375, 453
    - **stage management emphasis (44 credits)** – INFO 150 or MGMT 210, THTR 250, 260, 300, 318 (seven credits), 354, 361, 424, 440, 490, two credits from DANC, four credits from THTR 119, 319
      - six credits from two of the following areas –
        - acting/playwriting – THTR 207, 465
        - costume/makeup – THTR 332, 368, 375
        - dramatic literature – THTR 320
        - internship – THTR 487 (limit three credits applicable to major)
        - lighting – THTR 333
        - music theatre, MUTH 339
        - scenic – THTR 265, 331, 334, 351, 355
  - **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Theatre, Early Childhood through Adolescence, Education Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog  
Education majors are required to take specific general education courses to satisfy DPI licensure requirements. Students may take any course fulfilling the core curriculum requirement categories,

with the exception of specific courses in the categories following: oral communication – EDUC 255; historical analysis – HIST 101, 102, 105, 106, 111, or 112; scientific reasoning in the natural sciences – ENVS 101 and CHEM 101 or ESCI 103 or PHYS 102; theological inquiry – RLST 160 or 342; integrating faith and practice – RLST 433.

- **Major requirements (47 credits)** – THTR 107, 147, 155, 160, 175, 180, 225, 230, 250, 260, 281, 291, 301, three credits of THTR 119/319, six credits from THTR-121, 300, 331, 333, 440
- **Education requirements (28-35 credits)** – EDUC 150, 215, 255, 306, 316, 330, 390, 463, 482, THTR 390
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

## Theatre Minor

### Policy

- See the School of Education Web page for teacher education policy.  
[http://www.viterbo.edu/academics/education/Undergraduate\\_Programs/Undergraduate\\_Education.aspx](http://www.viterbo.edu/academics/education/Undergraduate_Programs/Undergraduate_Education.aspx)

### Theatre Minor

- THTR 155, 244, two credits from THTR 119, 319, nine credits from THTR 107, 160, 175, 230, 250, 260, 300

The total credits of the minor requirements are 18. Transfer course and waivers and/or substitutions could modify these credit totals.

### Theatre, Early Adolescence through Adolescence, Education Minor

- THTR 107, 155, 244, 390, two credits from THTR 119, 319, nine credits from THTR 160, 175, 225, 230, 250, 260, 300

The total credits of the minor requirements are 23. Transfer course and waivers and/or substitutions could modify these credit totals.

## Visual Communication Major

[http://www3.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/visual\\_communications/Visual\\_Communication.aspx](http://www3.viterbo.edu/academics/letters_and_sciences/social_sciences/visual_communications/Visual_Communication.aspx)

### Visual Communication Major (Bachelor of Science)

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements (40 credits)** – ARTS 107, COMM 110, 118, 140, 141, 205, 211, 230, 331, 336, 337, 414, 460, 490
- **Emphasis** – select one
  - **digital media (12 credits)** – COMM 220 or 328 or 332, 321, 335, 421
  - **graphic design (12 credits)** – COMM 220, 321 or 335 or 421, 328, 332
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

### Visual Communication (transfer agreement) Major (Bachelor of Science)

Viterbo University has transfer programs in place with Western Technical College (WTC) leading to the Bachelor of Science (B.S.). The Associate of Applied Science (A.A.S.) degree from WTC must have been

earned May 2006 or later. Students may not begin these programs or be considered a student in these programs until the A.A.S. degree has been completed and documented on the technical college transcript. The student cannot be dually enrolled. The A.A.S. degree must be completed prior to transfer to Viterbo.

- **Core curriculum and mission seminars (38-52 credits)** – see the core curriculum section of this catalog
- **Major requirements(27 credits)** – see below
- **Bachelor of Science requirement** – a minimum of 11 credits of natural science and/or mathematics
- **Final degree requirements** – a minimum of 120 college level credits, minimum of 40 credits at the 300/400 level

Transfer courses and waivers and/or substitutions could modify the required credit total in the core curriculum and major.

<u>Technical College</u>	<u>Associate Degree Program</u>	<u>Major Requirements</u>
WTC	Visual Communication	COMM 110, 211, 230, 310, 331, 414, 421, 460, 490

### Women's Studies Minor

[http://www3.viterbo.edu/academics/letters\\_and\\_sciences/social\\_sciences/womens\\_studies/Women\\_s\\_Studies\\_Minor.aspx](http://www3.viterbo.edu/academics/letters_and_sciences/social_sciences/womens_studies/Women_s_Studies_Minor.aspx)

#### Women's Study Minor

- WMST 100 or VUSM 290 and 400
- 15 credits from the core and support courses below. Nine of the 15 credits must be taken from the core courses.
  - **core courses** – ARTS 200, CRMJ 345, ENGL 346, 347, HIST 352, 353, 355, 380, MGMT 385, MUSC 200, NURS 351, RLST 352, SOCL 310, VUSM 252, 280, WMST 286, 288, 351, 486, 488
  - **support courses** – PSYC 110, 320, SOCL 320, 330, 345, 353, 430, any VUSM 200 level course (except 252, 280, 290); PSYC 487, SOCL 149, 249, 349, 487 may also be used as support courses with prior approval of the women's studies coordinator

The total credits of the minor requirements are 21. Transfer course, waivers and/or substitutions, and prerequisite courses could modify these credit totals.

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# Other Academic Programs

## Applied Music Lessons

Music majors should see the policy section in the Bachelor Degree Programs section of this catalog. The below is only for non-majors.

### Policy

- The 168 level is for freshman and sophomore standing and the 368 level is for junior and senior standing. The junior/senior level is only available to students who have accumulated at least two credits of the 168 level and requires the consent of the instructor.
- An applied lesson fee is charged for each credit of applied lessons - see Tuition and Fees on the Business Office Web page
- The consent of the instructor or music chairperson is required
- Each credit of applied study is a 25 minute lesson per week with minimum of twelve lessons to satisfy the credit requirement

## Dietetic Internship

The Dietetic Internship (DI) is currently granted accreditation by the Accreditation Council for Education in Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 800-877-1600.

### Policy

The DI program is only open to students who have completed the Academy of Nutrition and Dietetics (AND) foundation knowledge and skills in previous undergraduate work. The DI allows for the mastery of practitioner competencies set forth by AND for entry level dietitians through approximately 1201 hours of supervised practice experience in cooperating facilities as described previously for the CMD program. Upon successful completion of the dietetic internship students are eligible to write the Registration Examination for Dietitians.

### Admission

The applicant must satisfy the following criteria:

- hold a bachelor's degree from an accredited institution;
- completed the Academy of Nutrition and Dietetics approved minimum academic requirements, as evidenced through a Verification Statement from a Didactic Program in Dietetics;
- have a 2.75 (on a 4.0 scale) cumulative undergraduate grade point average (GPA)

Other criteria used in the decision to accept a student include grades in undergraduate science and nutrition courses and good verbal and communication skills. The number of eligible students accepted is limited by the number of opportunities for placement in supervised practice facilities. All applicants must participate in the national online application process and national computer matching system for dietetic internships. Students must also complete required immunizations and successfully complete a Background Information Disclosure form and a criminal history check that is in compliance with the Wisconsin Caregiver Law. Those whose criminal history check identifies bars to clinical placement or places restrictions on client contact may not be allowed to progress in the program.

## Dietetic Internship

- NUTR 367, 369, 450, 474, 475, 477, 480

## Community Interpreting, Post-professional Program

### Policy

#### Eligibility

- Students of language programs.
- Individuals working in the field with no previous training in interpreting.
- Bilingual professionals working in fields not related to interpreting.

Acceptance is based on a successful application/interview/entrance exam.

### Community Interpreting program

- INTP 301, 444, 452, 456, 481

## Engineering, Dual Degree Program (Mathematical Physics)

Students who wish to earn a degree from Viterbo may complete the three years of coursework outlined in the mathematical physics major, and upon successful transfer and completion of the first year of an accredited engineering program at an approved, accredited, institution, would be awarded a Bachelor of Science degree with a major in mathematical physics from Viterbo. The total credits of the major requirements are 61-66. The core curriculum and mission seminars require 38-52 credits. Upon transfer of additional credits from an approved, accredited engineering school, a total of 128 credits, 43 of which need to be at the 300/400 level, are required to graduate. The typical student will need to transfer approximately 28 credits from the engineering school, six of which need to be at the 300/400 level.

Viterbo has a transfer agreement with the University of Wisconsin–Platteville (UW-P), which is the engineering school in the UW System, for general pre-engineering and is working with other schools of engineering to develop similar transfer agreements. Pre-engineering and dual degree students should work with the pre-engineering advisor to become familiar with the admission requirements at UW-P and other programs for which they may wish to apply.

## Engineering, Pre-professional Program

Students who wish to prepare for a career in various areas of engineering may begin their studies at Viterbo University and, after two or three years, transfer to a school of engineering to complete their engineering degree. The following courses of study are recommended for various pre-engineering programs for students who wish to transfer from Viterbo without earning a degree. Core curriculum courses can be designed to meet the specific graduation requirements of the engineering school to which the student wishes to transfer.

- pre-biomedical engineering – BIOL 160, 161, 250, CHEM 106 or 120/121, MATH 220, 221, PHYS 250/251 or 260/261, ENGL 103, 104, other core curriculum courses
- pre-chemical engineering – CHEM 120, 121, 240, 330, 340, MATH 220, 221, 320, 321, PHYS 260, 261, ENGL 103, 104, other core curriculum courses
- general pre-engineering – PHYS 260, 261, MATH 220, 221, 320, 321, CHEM 120, 121, ENGL 103, 104, other core curriculum courses

## Exploring (Undecided) Major Program

Students can find information about the exploring major program may be found using a link on the Majors Web page. <http://www.viterbo.edu/Majors/>

## French Studies

Viterbo University students may earn a certificate in French Studies at the University of Wisconsin-La Crosse (UW-L). The tuition to complete the certificate would be covered under the UW-L/Viterbo University co-op agreement. (See relevant section of this catalog.) The certificate is earned and awarded completely at UW-L

and the credits would transfer to Viterbo University as elective credits and be applicable to the core curriculum requirements per policy. No notation of completion would be noted on the Viterbo University transcript. Notation would be on the UW-L transcript per UW-L policy. Students intending on pursuing the certificate are subject to UW-L/Viterbo University co-op agreement policy and to UW-L certificate policy. Interested students should contact the chair of the world languages department.

## Honors Program

Students can find information about the honors program honors program Web page.

<http://www.viterbo.edu/honors.aspx?id=10218>

### Requirements

- Three courses designated as Honors classes, although a student may substitute the following.
  - contract in a traditional core curriculum or major course; with permission of the instructor (maximum of two)
  - study abroad course or semester (maximum of one)
  - approved undergraduate research project that is above and beyond the requirements for the major (maximum of one)
  - complete the “Exploring Leadership” program, including serving as facilitator for the freshman fall retreat (freshmen, sophomores, juniors only, maximum of one)
- Four three-credit Mission Seminars. Honors sections of the mission seminars will be offered, but a student may also develop a contract in a traditional mission seminar, with instructor permission.
  - VUSM 100, Franciscan Values and Traditions (offered as an Honors section every fall including a required retreat experience)
  - VUSM 200, Living in a Changing, Diverse World (offered as an Honors section in the spring semester)
  - VUSM 300, The Common Good (offered as an Honors section in the fall to allow connection to the Humanities Symposium theme)
  - VUSM 400, The Ethical Life (offered as an Honors section every spring and will include significant Honors capstone project and presentation at the spring Scholar’s Day event)

## Internships

Students can find information about internships on the Career Services Web page.

<http://www.viterbo.edu/career.aspx?id=6916>

See the Academic Regulations section for policy regarding internship credit.

## Pre-Health Advising, Pre-professional Program

Viterbo University offers a pre-health advising program for dentistry, medicine, optometry, pharmacy, physical therapy, physician assistant, podiatry, and veterinary medicine. All of the pre-professional programs help students meet the science requirements of the graduate programs. Listed below are the science courses required for admittance to each type of science-oriented professional school. There is some variation in the course requirements at different schools, particularly in the specific biology and math courses required. Therefore, the specific requirements of the individual professional school of interest should be examined. For more information on the pre-health advising program, see the pre-professional handbook.

In addition to completing the required sciences courses, a student should work toward a bachelor’s degree, even though only two or three years of pre-health training are planned. Although each student is free to choose from any Viterbo University major, Viterbo University has identified majors in biochemistry, biology, chemistry, and natural sciences that satisfy the pre-professional admission requirements of most schools in a four year major sequence. See a pre-professional advisor for program details.

**Pre-Chiropractic**

A minimum of three years (90 credits) is required for admittance to most chiropractic schools. Science courses required by most chiropractic schools:

- BIOL 160, 161, CHEM 120, 121, 240, 340, PHYS 250/270 and 251/271, or 260 and 261, PSYC 171

**Pre-Dentistry**

Although the minimum requirement for entrance to a dental school is three academic years of pre-professional education, most students now being admitted to dental schools have a bachelor's degree. Science courses required by most dental schools:

- BIOL 160, 161, 370/371, CHEM 120, 121, 240, 340, MATH 112, 113, PHYS 250/270 and 251/271, or 260 and 261

The Dental Admission Testing Program (DAT) is required of students before acceptance to a dental school and is usually taken in the junior year.

**Pre-Medicine**

Although the minimum requirements for admission to most medical schools is still three years of undergraduate work, few students now being admitted to medical schools have had less than four years of university preparation. Science courses required by most medical schools:

- BIOL 160, 161, CHEM 120, 121, 240, 340, MATH 230 (220 highly recommended), PHYS 250/270 and 251/271, or 260 and 261

The Medical College Admission Test (MCAT) prepared by the Association of American Medical Colleges is required of students before acceptance to a school of medicine and is usually taken in the junior year.

**Pre-Optometry**

A minimum of two years (60 credits) is required for admittance to optometry schools. Most students now being admitted to optometry schools have a bachelor's degree. Science courses required by most optometry schools:

- BIOL 160, 161, 296, 370/371, CHEM 120, 121, 240, MATH 112, 113, 220, 230, PHYS 250/270 and 251/271, or 260 and 261, PSYC 171

The Optometry Admission Test (OAT) may be required before acceptance by some optometry schools.

**Pre-Pharmacy**

A minimum of two years (60 credits) is required for admittance to pharmacy school. Science and non-science courses required by most pharmacy schools:

- BIOL 160, 161, 347, 370/371, 482, CHEM 120, 121, 240, 340, COMM 150, ECON 102, ENGL 104, MATH 220, 230, PHYS 250/270 and 251/271, or 260 and 261, PSYC 171

The Pharmacy College Admission Test (PCAT) may be required of students before acceptance to a school of pharmacy.

**Pre-Physical Therapy**

Admission into DPT programs is very competitive and requirements vary. Most physical therapy programs require the following science courses:

- BIOL 160, 161, 250, 338, PHYS 250, 251, 270, 271, SPSL 331, eight credits of CHEM.

Pre-physical therapy students should keep up to date on school specific prerequisite requirements.

**Pre-Veterinary Medicine**

All veterinary schools require a minimum of two years of pre-veterinary college study for entrance. One-third of the successful applicants have acquired academic degrees prior to entering veterinary school. Science courses required by most veterinary schools –

- BIOL 160, 161, 370/371, 376, 430, CHEM 120, 121, 240, 340, MATH 112, 113, 220, PHYS 250/270 and 251/271, or 260 and 261

The Veterinary Aptitude Test (VAT) and/or the Graduate Record Examination (GRE) may be required before acceptance by some veterinary schools.

## **Pre-Law Program**

The Viterbo University pre-law program is designed to offer students a meaningful and liberal education at the baccalaureate level. The pre-law program at Viterbo University has two philosophic purposes – to prepare students for successful entry into an accredited law school; and to prepare students scholastically so as to facilitate successful completion of a graduate degree in law.

Students interested in a law career are individually counseled by the pre-law advisor who suggests a program of study and provides information on law school application.

Pre-law students are advised to focus on undergraduate majors which develop reading, writing, and critical thinking. This may be more important than focusing on specific content. Maintenance of a relatively high undergraduate grade point average is very important for successful law school admission. Recommended undergraduate majors include, but are not limited to, accounting, criminal justice, management, English, psychology, and sociology. Minors in history and philosophy should also be considered. Pre-law students will be advised concerning other courses that will benefit them.

A pre-law student may choose to take an internship with a law firm or related legal services organization. This is a means for the undergraduate student to gain hands-on experience for academic credit before the completion of the bachelor's degree. Such internships are incorporated into the four-year program and do not extend the length of time needed to complete the degree.

## **Reserve Officers' Training Corps (ROTC)**

Students can find information about the ROTC program on the University of Wisconsin-La Crosse Web page. <http://www.goarmy.com/rotc/schools/university-of-wisconsin-la-crosse.html>

## **Study Abroad/Global Studies**

Students can find information about study abroad and global studies on the global education Web page. [http://www.viterbo.edu/administration\\_and\\_services/global\\_education/Global\\_Education.aspx](http://www.viterbo.edu/administration_and_services/global_education/Global_Education.aspx)



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# Course Descriptions

## **Courses**

Courses listed in this catalog are subject to change through normal academic channels. New courses and changes in existing coursework are initiated by respective departments or programs.

## **Course Numbering System**

Courses numbered 100–199 are primarily for freshmen; 200–299 for sophomores; 300–399 for juniors; 400–499 for seniors; and 500–899 for graduate students. Courses with numbers preceded by zeros represent courses that will appear on the transcript but are not applicable toward graduation requirements.

## **Additional Course Offerings**

In addition to the courses listed on the following pages, Viterbo University offers three additional courses, using standard prefixes and numbers.

### **286, 486 Special Topics**

Courses on topics of interest to students in a particular discipline offered on the basis of need, interest, or timeliness. See registrar's office current class schedules Web page for current semester descriptions.

Prerequisites as determined by instructor. Restricted to students with freshman or sophomore standing (286) or restricted to students with junior standing or higher (486.) May be repeated for credit.

### **287, Internship**

Introductory internship experience. Internship sites are usually off campus, generally part-time, and often without pay. This introductory level experience provides the opportunity for freshmen and sophomores to gain internship experience in an area not directly related to their major, explore career options, and earn academic credit for the experience. See the office of Career Services three to six months prior to the time an internship is planned. Requires a 2.0 GPA. Students must register for credit prior to the start date of the internship. Restricted to students with freshman or sophomore standing. Graded CR/NC.

### **487, Internship**

Advanced level internship experience. Internship sites are usually off campus, generally part-time, and often without pay. This advanced level experience provides the opportunity for juniors and seniors to gain valuable internship experience in an area not directly related to their major, explore career options, and earn academic credit for the experience. See the office of Career Services three to six months prior to the time an internship is planned. Requires a 2.3 GPA. Students must register for credit prior to the start date of the internship. Restricted to students with junior or senior standing. Graded CR/NC.

### **288, 488 Independent Study**

Individual and independent reading, research, and writing under the guidance of a faculty member. Refer to academic policy section for independent study policy. Restricted to students with freshman or sophomore standing (288) or restricted to students with junior standing or higher (488.) May be repeated for credit.

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## Accounting (Degree Completion) (ACCD)

### ***330—External Reporting I, 3 Cr.***

This course examines the accounting principles used to maintain an organization's financial records and to prepare the current and fixed asset portion of the Balance Sheet for use by its external stakeholders. Topics include the conceptual framework underlying financial accounting, the time value of money, and preparation of the asset side of the Balance Sheet, including cash and receivables, valuation of inventories, property, plant and equipment, natural resources and intangible assets. Restricted to accounting degree completion majors.

### ***340—External Reporting II, 3 Cr.***

This course is a continuation of accounting's external reporting principles. Topics include accounting for the liabilities and equities portion of the Balance Sheet, as well as the Income Statement accounts, including the recognition of revenues, expenses, and income taxes. Prerequisite: 330. Restricted to accounting degree completion majors.

### ***445—Advanced Financial Topics, 3 Cr.***

This course examines additional advanced financial accounting principles. Topics include preparation of the Statement of Cash Flows, accounting for pensions and postretirement benefits, accounting for changes and errors, accounting in the international marketplace, partnership accounting, and fund and nonprofit accounting. Prerequisite: 330. Restricted to accounting degree completion majors.

### ***455—Combinations and Consolidations, 3 Cr.***

This course examines the accounting principles related to business combinations and consolidations. Topics include consolidations at the date of acquisition, consolidations after the date of acquisition, accounting for differences between cost and book value, intercompany sales of inventory, property and equipment, changes in ownership interest, indirect ownership and reciprocal stockholdings, and reporting for segments. Prerequisite: 330. Restricted to accounting degree completion majors.

## Accounting (ACCT)

### ***211—Financial Accounting, 3 Cr.***

A study of financial accounting at the basic systems level emphasizing generally accepted accounting principles. Topics include financial accounting terminology, recording of business financial transactions, and the accounting cycle and record-keeping requirements.

### ***212—Managerial Accounting, 3 Cr.***

Interpretation and use of accounting data for planning and control by management personnel. Topics include the terminology of managerial accounting, strategic cost management, budgeting, variance analysis, and the use of accounting concepts with computer spreadsheets. Prerequisite: 211.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***311—Intermediate Accounting I, 4 Cr.***

Generally Accepted Accounting Principles (GAAP) as applied to the income and financial position statements, inventory management, property, plant and equipment and intangible assets, and the time value of money. International Financial Reporting Standards (IFRS) will be integrated into this course. Prerequisite: 211.

### ***312—Intermediate Accounting II, 4 Cr.***

A continuation and expansion of topics covered in 311 including stockholder and owner equity, dilutive securities and earnings per share, investments, revenue recognition, income tax allocations, pensions, leases,

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and cash flow analysis. International Financial Reporting Standards (IFRS) will be integrated into this course. Prerequisite: 311.

**313—Cost Accounting, 4 Cr.**

A continuation and expansion of topics covered in 212. Topics include job order, process and activities-based costing, routine and non-routine decisions, policy making, long-range planning, inventory valuation methods, standard cost systems, and quality improvement concepts. Prerequisite: 212.

**415—Federal Taxation I, 3 Cr.**

A study of federal income tax laws as applied to individuals. Prerequisite: 211.

**416—Federal Taxation II, 3 Cr.**

A study of federal income tax laws as applied to partnerships, corporations, and fiduciaries. Prerequisite: 415 or ACCD 330.

**418—Advanced Accounting I, 3 Cr.**

This course examines the accounting principles related to business combinations and consolidations. Topics include consolidations at the date of acquisition, consolidations after the date of acquisition, accounting for differences between cost and book value, intercompany sales of inventory, property and equipment, changes in ownership interest, indirect ownership and reciprocal stockholdings, and reporting for segments. International Financial Reporting Standards (IFRS) will be integrated into this course. Prerequisite: 211.

**419—Advanced Accounting II, 2 Cr.**

A study of Generally Accepted Accounting Principles (GAAP) as applied to partnerships, international operations, and fiduciary accounting. International Financial Reporting Standards (IFRS) will be integrated into this course. Prerequisite: 211.

**420—Nonprofit Accounting, 1 Cr.**

A study of the generally accepted accounting principles applied to non-profit organizations. Prerequisite: 211.

**425—Auditing, 3 Cr.**

Discussion of concepts, procedures, ethics, conflicts of interest, responsibilities, and liabilities of auditing, including working paper preparation. Prerequisite: 312 or ACCD 340. Restricted to students with senior standing.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Addiction Studies (ADCT)**

**286—Special Topics**—see page 103 for description.

**330—Research for Substance Abuse Professionals, 3 Cr.**

This course prepares students to critique and analyze research and prepare a literature review in the field of substance abuse. Prerequisite: 427 or PSYC 305, PSYC 205, 340.

**416—Mindfulness for Mental Health Professionals, 1 Cr.**

The practice of Mindfulness is a growing evidence-based practice. Mindfulness develops our potential to experience each moment, no matter how difficult or intense, with serenity and clarity. The approach provides life-long tools to help maximize life, even in the midst of stress, pain, and difficulty, so they may live free from addiction.

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**423—Alcohol and Drug Abuse Professional Issues, 3 Cr.**

Students in this course will develop a theoretical foundation and effective counseling skills for work in the specialized field of substance abuse disorders. Topics to be covered will include philosophies, practices, policies, and outcomes of the most generally accepted and scientifically supported models of treatment, recovery, relapse prevention, and continuing care for addiction and other substance-related problems. Prerequisites: 205, 270; 422 or concurrent enrollment. (Equivalent to PSYC 423.)

**427—Alcohol and Drug Abuse Professional Skills, 3 Cr.**

This course focuses on the application of assessment and treatment planning to the field of substance abuse. Topics include assessment instruments and procedures, psychosocial interviews, development of behavior treatment goals, record keeping, case management and ethical considerations. Prerequisite: PSYC 205. (Equivalent to PSYC 427.)

**440—Contemporary Issues in Substance Abuse, 3 Cr.**

The foundation of this course will focus on the importance of cultural competency and evidence based treatment for the professional substance abuse counselor. The application of evidence based practice for individuals presenting with co-occurring disorders will be emphasized. Prerequisite: 205.

**445—Special Populations in Substance Abuse Counseling, 3 Cr.**

This course presents the use of the Multidimensional Contextual Practice foundation that will prepare students to address substance abuse counseling issues with three populations: adolescents, women, and older adults.

**464—Essential Counseling Theories for Substance Abuse Professionals, 3 Cr.**

This course will explore all major psychotherapy major theories essential for the substance abuse counselor. Special emphasis will be placed on Cognitive Behavioral, Motivational Interviewing, and Relapse Prevention models, as well as the use of group dynamics to address client change. Humanistic and cognitive behavioral theories will provide the foundation for this course. Prerequisite: 205, 270 or SOWK 280.

**481—Addiction Studies Practicum, 2-4 Cr.**

Non-classroom experiences in the field of addiction studies plus one hour of class per week. Placements will be in agencies providing psychological services relevant to addiction studies, and a mental health professional will be on-site to provide supervision. Students will participate in individual and/or group helping relationships. Experience hours may satisfy some of the patient counseling experience hours required for Wisconsin state Substance Abuse Counselor certification. Credit for experiences must be sought prior to occurrence, and learning contracts must be submitted before the end of the first week of the semester. Prerequisite: 340. Restricted to students with junior standing or higher. May be repeated for credit.

**486—Special Topics—see page 104 for description.**

**489—Advanced Research and Practice, 1-4 Cr.**

Students will implement the research they developed in their research methods course or complete a faculty-supervised internship (with approval). This will include a one-hour meeting of all students each week with the faculty directing the course. Prerequisite: PSYC 330. Restricted to students with junior standing or higher. May be repeated for credit. (Equivalent to PSYC 489.)

**498—Praxis Synthesis in Addiction Studies, 3 Cr.**

Students will integrate their course work and their experiences into a culminating research project in addiction studies prior to graduation. This project will be presented in written form, and shared with peers and faculty members in the program. Restricted to students in the two-year addiction studies transfer program.

**499—Addiction Studies Capstone, 2 Cr.**

In the capstone course, students prepare a formal report in APA style of an internship, advanced research, or other approved experience. Students also present their report to a scholarly audience, and refine their academic portfolio, which is then presented to the faculty for review prior to graduation. Restricted to students with junior standing or higher. Prerequisite: 481 or 487 or 489. (Equivalent to PSYC 499.)

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## Art (ARTS)

### ***103—Studio Based Introduction to Art, 3 Cr.***

An introduction to art including lectures and discussions, but focused on two- and three-dimensional studio work. Intended for students interested in an experiential approach to learning about art.

### ***105—Introduction to Art, 3 Cr.***

An introduction to art including lectures and discussions.

### ***107—Perspectives in Drawing, 3 Cr.***

Exploration of perspectives and approaches to the drawing process. This course is intended for non-art majors and non-art minors, and emphasizes observation and description. This course may not be used towards the requirements for an art major or minor.

### ***108—Film Appreciation, 3 Cr.***

An introduction to film including lectures, discussions, and viewings.

### ***111—Foundations: Drawing I, 3 Cr.***

Introduction to drawing, with the primary emphasis on perception and description. Must be taken concurrently with 112.

### ***112—Foundations: Design I, 3 Cr.***

An introduction to two- and three-dimensional design. Must be taken concurrently with 111.

### ***121—Foundations: Drawing II, 3 Cr.***

A continuation of Foundations: Drawing I. Emphasis will also be placed on personal artistic goals and development. Must be taken concurrently with 122. Prerequisites: 111, 112.

### ***122—Foundations: Design II, 3 Cr.***

This course is a continuation of Foundations: Design I. Emphasis will also be placed on personal artistic goals and development. Must be taken concurrently with 121. Prerequisites: 111, 112.

### ***160—Foundations: Art History, 3 Cr.***

Chronological survey of art from prehistoric times to the present, focusing on major monuments of world art.

### ***200—Women in Art, 3 Cr.***

This course surveys the historical and contemporary roles of women in the visual arts, both as producers of art and as the subject of art. Emphasis is on Western art; some non-Western art included.

### ***203—Ceramics, 3 Cr.***

This course will concentrate on the vessel and sculptural forms, wheel throwing, handbuilding, and production pottery techniques. Surface decoration, glazing, kiln firing, and a historical perspective of the vessel will also be introduced. Prerequisites: 111, 112, 121, 122.

### ***206—Concepts in Art Education, 3–5 Cr.***

An introduction to developmental and philosophical theories in art. A studio component of the course is intended to provide experience in using materials for meaningful expression and planning for a community-based experiential component of the class. This course is required for Bachelor of Art Education students, and it may also be of interest to others seeking a general introduction to theories of artistic development and philosophy of art.

### ***207—Printmaking, 3 Cr.***

An introduction to the printmaking processes with emphases on intaglio and relief processes. Prerequisites: 111, 112, 121, 122.

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**216—Painting, 3 Cr.**

An introduction to painting processes with emphases on acrylic and oil paint. Prerequisites: 111, 112, 121, 122.

**228—Photography, 3 Cr.**

Photography as an art form: basic techniques of black and white photography. Emphasis on developing critical abilities. Students will need to have camera with light meter and controllable focus, aperture, and shutter. Because of the need to provide film, paper and developing chemicals, students should be aware that this is an expensive course.

**239—Intermediate Design, 3 Cr.**

Students in this studio art course experiment with a range of traditional and digital means to create print media, websites, short films, and other projects. Unit workshops will introduce fundamental skills and techniques. Prerequisites: 121, 122. May be repeated for credit.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Figure Drawing, 3 Cr.**

Figure drawing and figure composition. Work from the live model, from studies, and from art historical precedents. Prerequisites: 111, 112, 121, 122. May be repeated for credit.

**305—Advanced Ceramics, 3 Cr.**

Further exploration of ceramics processes and techniques. Prerequisites: 111, 112, 121, 122. May be repeated for credit. ,

**308—Drawing III, 3 Cr.**

A continuation of ARTS 111 and 112. Explores in further detail composition, the representation of form and space, and the role of expression in drawing and design. Prerequisites: 111, 112, 121, 122. May be repeated for credit.

**316—Advanced Painting, 3 Cr.**

A continuation of ARTS-216, with further exploration of painting processes with an emphasis on oil painting. Prerequisite: 216. May be repeated for credit.

**317—Advanced Printmaking, 3 Cr.**

Further exploration of printmaking processes with emphases on intaglio and relief processes. Prerequisites: 111, 112, 121, 122, 207. May be repeated for credit.

**320—Sculpture, 3 Cr.**

Exploration of sculptural processes and approaches. Prerequisites: 111, 112, 121, 122. May be repeated for credit.

**328—Advanced Photography, 3 Cr.**

This course focuses on advanced printing techniques, camera functions and lighting. Students will have an opportunity to try different types of films, printing papers and camera filters. Prerequisite: 228. May be repeated for credit.

**339—Advanced Design, 3 Cr.**

This courses is a continuation of the intermediate level course of design. Prerequisite: 239. May be repeated for credit.

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**350—Art History: Early Modernism, 3 Cr.**

A history of Modern Art from the late 19th century until the 1930s or 1940s. The course will also include study of the antecedents of Modernism in early Western art, and also seek to explore connections with non-Western art where feasible. Prerequisites: 160, ENGL 104 or 105 or 195.

**351—Art History: Late Modernism, 3 Cr.**

A history of Modern Art from the 1930s or 1940s to the present. The course will also include study of the antecedents in Modernism in early Western art, and also seek to explore connections with non-Western art where feasible. Prerequisites: 160, ENGL 104 or 105 or 195.

**360—Art in the Elementary/Middle School (K–9), 3 Cr.**

Overview of the history and philosophy of art; basic principles and methods of teaching art in the kindergarten, elementary, and middle school; understanding and evaluating children's growth in art; lesson planning, classroom techniques, and practical laboratory techniques.

**361—Methods in Art Education, 3 Cr.**

Course is directed toward the practice of teaching children art and participating meaningfully in children's interpretative practices. Art education students design and implement developmentally appropriate weekly lesson plans as they teach in the Viterbo After School Art Program which offers eight-week art classes for students ages 5–12. Studio component: development of art educational objectives through laboratory experiences. Prerequisite: ARTS 206. Restricted to art education majors.

**362—Advanced Methods in Art Education, 3 Cr.**

Introduction to the concept of the artist/ teacher. Art education curriculum, unit and lesson planning, evaluation, motivation, instructional materials, and observational techniques for the middle through secondary art classroom. A studio component of this course is meant to provide students with experience in using materials for meaningful expression and planning for the studio-based experiential teaching component of the class. Prerequisite: ARTS 206. Restricted to art education majors.

**420—Independent Project, 3 Cr.**

The planning, development, and evaluation of an entire project. Work with a faculty member to develop a stand alone instructional module and act as producer as well as developer. Permission of instructor required.

**463—Student Teaching: Elementary/ Middle (K–9), 5 Cr.**

Observation and supervised teaching at kindergarten, elementary and middle levels. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

**464—Student Teaching: Secondary (9–12), 5 Cr.**

Observation and supervised teaching at the secondary level. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**489—Advanced Studio Problems, 1–5 Cr.**

Individual work in any studio area beyond listed courses. Students will be provided with work space in the department and will meet with a selected instructor for regular appointments to discuss work in progress. Permission of instructor required. May be repeated for credit.

**490—Research Paper, 1 Cr.**

Advanced research paper for BFA students. To be completed during the senior year.

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## Art Education (ARED)

### ***300—Art in Early Childhood, 2 Cr.***

A study of the child's development in art from infancy to kindergarten. Focus on appreciation of the value and function of art. Assessment of children's development in production of art. Students will learn to create a developmentally appropriate curriculum in art for children ages 0–kindergarten. Field experience required. Restricted to students with junior standing or higher.

## Arts Administration (AADM)

### ***200—Principles of Arts Administration, 3 Cr.***

An overview of the field of arts administration, including the basic principles of nonprofit organizations. It will be an introduction to the history, philosophy, practice, and ethics of the profession. Students will also examine the arts as an industry, and gain an understanding of how organizational structures vary according to artistic discipline (opera, theatre, dance) and the difference between presenting and producing organizations. A portion of the course will look at the for-profit arts world as well as other competitors to nonprofit arts, and examine similarities and differences between them.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***300—Performing Arts Management, 3 Cr.***

Particular problems relating to theatre, music, dance, and presenting organizations will be addressed in this introductory course. Contractual agreements, balancing the necessities of performers and technical staff, scheduling, touring, and coping with performance situations in a presenting house will be addressed. Arts education and outreach and planning repertoire and program development, both artistically and financially, will be included. W (Equivalent to THTR 300.)

### ***340—Arts Marketing Applications, 3 Cr.***

Students become comfortable with marketing terminology and concepts. They will understand the importance of branding, messaging, implementation and follow-up. Students will become familiar with the components of a strategic marketing plan and learn how to write a marketing plan. Most importantly, students will understand and experience practical applications of marketing concepts to the everyday reality of the arts world.

### ***350—Managing Visual Arts Organizations, 3 Cr.***

This course provides an overview of how fine arts exhibition venues work. Through lectures, discussions, field trips, written assignments and visiting speakers, students will be given an introduction to the basics of managing galleries and museums. Topics include: types of galleries, museums, and exhibition spaces, exhibition development and budgeting, curatorial and design responsibilities for exhibits, collection acquisitions and de-acquisitions, audience education and development, proper handling, preservation and presentation of artworks.

### ***400—Arts Administration Seminar, 3 Cr.***

This capstone course is designed to provide the student with a summary experience in Arts Administration. Strategic and practice planning, leadership theory, fundraising theory, as well as job search skills will be addressed. Required of AADM majors. Prerequisite: 300. Restricted to students of junior standing or higher.

***486—Special Topics***—see page 104 for description.

***487—Internship***—see page 104 for description.

***488—Independent Study***—see page 104 for description.



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## Biology (BIOL)

### ***100—Perspectives in Biology, 4 Cr.***

Five hours lecture/lab per week.

Exploration of broad themes in the natural sciences through a biological perspective. This course is intended for elementary education majors and emphasizes how the concepts introduced in the course can be incorporated into the classroom. Major concepts addressed include ecosystems, evolution, characterization of life and life forms, overview of human systems, cell biology, and the scientific process. This course will not be applied to a biology major or minor.

### ***104—Anatomy and Physiology I, 4 Cr.***

Five hours lecture/lab per week.

Detailed consideration of the anatomy and physiology of the human body; the cell as the basic unit of structure and function; the integumentary, skeletal, muscular, and nervous systems. Restricted to nursing and dietetics majors.

### ***112—Science Success, 1 Cr.***

Designed for new students intending a course of study in biology, chemistry, biochemistry, biopsychology, natural science and/or one of the health science pre-professional programs such as pre-medicine, pre-dentistry, or pre-pharmacy. The emphasis will be on development of effective learning skills based on learning preferences and development of student assessment iwebfolios. Topics include reading for learning; working with study teams; using and studying math; managing time; managing stress; coping with pressure and even failure; setting goals; and talking with upper class students about adjusting and career choices. Restricted to and required of every freshman biology, biochemistry, biopsychology, chemistry, and natural science major. Graded CR/NC. (Equivalent to CHEM 112.)

### ***114—Anatomy and Physiology II, 4 Cr.***

Five hours lecture/lab per week.

Continuation of Biology 104. Includes the endocrine, respiratory, digestive, urinary, circulatory, and reproductive systems. Prerequisite: grade of C or higher in 104. Restricted to nursing and dietetics majors.

### ***160—General Biology I, 4 Cr.***

Three hours lecture and discussion/one three-hour lab per week.

An introduction to biological science. Includes an overview of macromolecules, cell biology, energetics, and an evolutionary survey of vertebrates with a focus on mammalian body systems. This is an introductory course for science majors.

### ***161—General Biology II, 4 Cr.***

Three hours lecture/discussion and one three-hour laboratory per week.

An introduction to biological sciences. Covers ecological concepts, genetics, energetics, characterization of life and life forms with a focus on evolutionary adaptations of organisms to their environments. Includes an ecological and evolutionary survey of all biological kingdoms. This is an introductory course for science majors.

### ***201—Introduction to Biotechnology, 4 Cr.***

3 hours lecture/three hours of lab per week.

Students will be introduced to biotechnology, including the ethical, human, and economic impacts of these technologies. This course will cover basic concepts of genetic engineering and biotechnology, ethical concerns of new genetic technologies and public concerns. Topics to be discussed include: bioremediation, safety of genetically engineered food products, transgenic plants and animals, cloning, gene therapy, and genetic screening. The lab introduces students to basic procedures used in biotechnology.

### ***203—Human Biology for Social Services, 4 Cr.***

Three hours of lecture/two hours of lab per week.

Basic principles of living systems with particular emphasis on the biological factors affecting human behavior. In addition to basic concepts of human biology, special topics will include immunizations, sexually transmitted

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diseases, hereditary conditions and diseases, and the biology of aging and development. This course is specifically for students in social sciences. Prerequisites: one year of high school biology and one year of high school chemistry highly recommended.

***232—Experiences in Field Biology, 2–4 Cr.***

An opportunity for students to be exposed to major ecosystems in North or Central America. There will be on-campus seminars to support this experience discussing the uniqueness of the general ecology and culture of the area. Prerequisite: eight credits of BIOL, CHEM, ESCI, ENVS, PHYS. May be repeated for credit with permission of instructor.

***250—Molecular and Cellular Basis of Life, 4 Cr.***

Three hours of lecture/three hours of lab per week.

The molecular basis of the structure and function of animal, plant, and prokaryotic cells with emphasis on experimental analysis. Prerequisites: grade of C or higher in 160, 161; grade of C or higher in four credits of CHEM or concurrent.

***251—Ecology and Evolution, 4 Cr.***

Six hours of lecture/lab/field work per week.

Emphasis is on the study of relationships between organisms and their environment and the investigation of mechanisms that drive organic evolution. Prerequisites: grade of C or higher in 160 or ENVS 101, 161; grade of C or higher in MATH 130 or 230 or concurrent. Restricted to students with sophomore standing or higher.

***286—Special Topics***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

***296—Microbiology for Health Professionals, 4 Cr.***

Five hours of lecture/lab per week.

Characteristics of the eukaryotic, and prokaryotic forms; cultivation of common microorganisms; principles of chemotherapy; introduction of host-parasite relations including the immune response; microorganisms of medical importance to humankind. Offered every fall. Prerequisites: grade of C or higher in 114; four credits of CHEM.

***301—Science, Technology, and Society, 3 Cr.***

Three hours lecture per week.

This upper level course will initially cover concepts in genetics and molecular biology. Using this knowledge, the students will explore the application of biotechnologies and their impact on society. Course content will center on (but not limited to) DNA fingerprinting, genetic manipulation of organisms, reproductive technologies, and the human genome project. Biotechnology regulations and ethics will also be a component of this course. Prerequisite: four credits of science.

***303—Tropical Ecology, 3 Cr.***

Three hours lecture per week.

Travel to one of the world's tropical regions to experience and study tropical ecosystems firsthand. This course will introduce you to the major ecological processes, the principal flora and fauna and their evolutionary adaptations, and diverse ecosystems that constitute major tropical regions of the world. Additionally, the complex issues surrounding the conservation of biodiversity in these areas will be examined and discussed. The course is divided into two parts. The first part includes on-campus and on-line lectures, discussions, videos, and analysis of peer-reviewed research papers to introduce students to the major ecosystems, conservation issues, and biodiversity in tropical regions. The second part of the course involves travel and study in a tropical region through guided hikes, lectures, discussions, journal writings, and research projects to understand the ecology and study the biodiversity of the region. Prerequisite: grade of C or higher in 251 or concurrent. Permission of instructor required.

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**305—Survey of Biochemistry, 3 Cr.**

Three hours lecture per week.

Investigation of the molecules and chemical reactions of life. Chemical principles are used to explore biology at the molecular level with an emphasis on biochemical and physiological basis of nutrition. Prerequisites: C or higher in 296 and CHEM 140; or C or higher in CHEM 240. (Equivalent to CHEM 305.)

**306—Medical Program Entrance Exam Review, 2 Cr.**

This course will assist students in preparation for entrance exams for graduate medical programs such as the MCAD, DAT, OAT or PCAT. An overview of the test process will be presented, as well as review of major areas on the exam. Graded CR/NC. May be repeated for credit.

**310—Limnology, 4 Cr.**

Six hours of lecture/lab/field work per week.

Study of inland aquatic ecosystems. Consideration is given to physical and chemical features of lakes and streams and to major groups of aquatic organisms and their interactions with each other and the physical environment. Laboratory sessions emphasize field study of local lakes and streams. Prerequisite: grade of C or higher in 251.

**317—Plant Biology, 4 Cr.**

Three hours of lecture/three hours of lab per week.

This course will provide a broad, integrated overview of plant biology. The general areas covered are: (1) plant diversity, the basic biology and evolution of the major plant families (2) structure, function, and development from the cell-molecular level to the whole organism of vascular plants (3) ecology of plants including: adaptations to their environment, plant-animal interactions, and ethnobotany. Prerequisite: grade of C or higher in 251.

**321—Conservation Biology, 4 Cr.**

Six hours of lecture/discussion/lab per week.

This course introduces the principles of conservation biology with an emphasis on ecological processes operating at population, community and ecosystem levels of organization. Threats to biological diversity, ranging from species introductions to habitat destruction will be discussed along with conservation solutions ranging from the design of protected areas through conservation legislation. Laboratory sessions will provide in-depth study into simulations of populations, how to gather data on plant and animal species, and investigation of ecological processes affecting conservation strategies. Prerequisite: grade of C or higher in 251.

**324—Topics in Biopsychology, 2–4 Cr.**

This course focuses on a limited topic in biopsychology in an in-depth manner. The specific topic will vary from year to year. Restricted to students with junior standing or higher. Permission of instructor required. May be repeated for credit.

**338—Biomechanics, 3 Cr.**

Three hours lecture/discussion per week

The course provides an overview of musculoskeletal anatomy, the mechanical properties and structural behavior of biological tissues, and biodynamics. Specific course topics will include structure and function relationships in tissues and organs; application of stress and strain analysis to biological tissues; analysis of forces in human function and movement; energy and power in human activity; introduction to modeling viscoelasticity of tissues. Finally, the course will include the beginning stages of a biomechanical design project. Prerequisite: grade of C or higher in 482, PHYS 250 and 270 or 260 and 270. (Equivalent to PHYS 338.)

**340—Animal Behavior, 4 Cr.**

Six hours of lecture/discussion/lab per week.

This course focuses on the mechanisms and evolution of animal behavior, including neural, hormonal, and genetic substrates of behavior; foraging; antipredator defenses; mating systems and sexual selection; social behavior; communication; parental care; kin selection and recognition; and territoriality. Laboratory exercises

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will complement topics in lectures and emphasize the observation, description and quantification of behavior in a variety of animal species. Prerequisite: grade of C or higher in 251.

**347—Human Physiology, 4 Cr.**

Three hours of lecture/three hours of lab per week.

This is a basic course covering essential concepts of human physiology intended for students who have a general interest in human biology or the health-related professions. It includes fundamental concepts of molecular, cellular, and systems physiology to understand how the human body functions and maintains a steady state. The various topics include: elementary cell biology; skeletal movement and muscles; the nervous, endocrine and sensory systems; and body maintenance—blood/cardiovascular system, lymphatic system, respiratory system, digestive system, urinary system/electrolyte balance, reproductive system. Prerequisite: grade of C or higher in 250 or 251. Restricted to students with junior standing or higher.

**348—Evolutionary Medicine, 3 Cr.**

Three hours of lecture per week.

The field of Darwinian Medicine examines how evolutionary principles can provide insight into human health and the treatment of human disease. This relatively new focus on the study of medicine emphasizes the roles that natural selection, adaptation, and phylogeny play in human health to better understand and treat human diseases. In this course we will explore why certain diseases reflect the imbalance between current life conditions and those that shaped our evolutionary history. We will seek to provide ultimate (or evolutionary) answers to why humans are vulnerable to certain diseases or conditions in contrast to more traditional medical approaches that focus on the proximate (or immediate) causes of diseases. In addition, we will examine how the evolutionary process shapes and modifies pathogens in the framework of human disease. Within this context, we will explore topics such as antibiotic resistance, disease virulence, obesity, diabetes, aging, back and knee pain, pregnancy, and morning sickness. This course may not be used toward to fulfill requirements for the biology major. Prerequisite: four credits of BIOL or ENVS.

**353—Introduction to Neuroscience, 3 Cr.**

Neuroscience is the study of how the central nervous system regulates behavior and mental processing. It emphasizes the biological structures and functions of the brain and nervous system in health and disease. This course is an introduction to the mammalian nervous system. Topics include: basic mechanisms in cellular neurophysiology, electrophysiology and chemistry of nerve signals, mechanisms in integration, simple nervous pathways, physiological mechanisms determining reflex action, emotions, locomotion, motor skills, thinking language, effects of drugs, internal secretions, and neural lesions on behavior. Prerequisites: four credits of BIOL (numbered 200 or higher); four credits CHEM. Restricted to students with junior standing or higher.

**370—Biochemistry, 4 Cr.**

Three hours of lecture/four hours of lab per week.

This course will explore the roles of essential biological molecules and seeks to analyze the structures, properties, and functions of proteins, carbohydrates, and lipids while providing a biological application of general and organic chemistry principles. Students will explore the structure of proteins, their function, their binding properties and the methodologies for the purification and characterization of proteins. Enzymes and their kinetics will also be investigated and placed into a metabolic pathway context where thermodynamic and regulatory perspectives will be studied. This course provides the linkage between the inanimate world of chemistry and the living world of biology. Prerequisites: grade of C or higher in 250; grade of C or higher in CHEM 240.

**376—General Microbiology, 4 Cr.**

Three hours lecture/three hours lab per week.

This course is designed for biology majors and will include an overview of bacterial, viral, fungal, and protozoal structure and function as well as microbial physiology and ecology. Laboratory exercises will include isolation of microbes and current molecular techniques used in state-of-the-art microbiology laboratory settings. Prerequisite: grade of C or higher in 250; 251 highly recommended.

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**381—Comparative Bioinformatics, 3 Cr.**

Three hours lecture per week.

Computational methods for study of biological sequence in data comparative biology and evolution. Analysis of genome content and organization. Techniques for searching sequence databases, pairwise and multiple sequence alignment, phylogenetic methods, and methods for pattern recognition and functional inference from sequence data. Prerequisite: grade of C or higher in 250; 251 highly recommended.

**397—Introduction to Research, 3 Cr.**

Three hours lecture/discussion per week.

The major goal of the course is to write and present a research proposal by identifying a problem, completing a literature review of that topic, and designing an experiment. The student will also learn the methods and expectations for appropriate behavior in the conduct of scientific research: developing a question, conducting a literature search, developing a bibliography, understanding the fundamentals of safety in a research setting, ethical behavior, plagiarism, and writing and presenting a research proposal. Prerequisite: C or higher in 250 or 251. Restricted to students with junior standing or higher.

**402—Biology Curriculum Project, 1 Cr.**

Classroom experience in biology in grades 4-8. Students will design a Teacher Work Sample and teach a unit in life science, including laboratory activities, under the supervision of a teacher in a local school. Prerequisites: EDUC 323, 12 credits of science courses.

**426—Immunology, 4 Cr.**

Six hours lecture/lab per week.

Basic principles and theories of immune mechanisms. Antibody production, antibody-antigen reactions, hypersensitivity, cellular immunity, tumor immunology. Prerequisite: grade of C or higher in 250; 251 highly recommended.

**430—Molecular Genetics, 4 Cr.**

Six hours lecture/lab per week.

This course describes the molecular basis of inheritance in eukaryotic and prokaryotic organisms. Classical genetic theory, control of gene expression, chromosome structure and evolution, population genetics and applications of DNA technology. Prerequisites: 250; grade of C or higher in CHEM 120; 251 and CHEM 340 highly recommended.

**450—Biology of Cancer, 3 Cr.**

Three hours lecture per week.

Basic biological concepts of cancer including: molecular biology of cancer, cancer metastasis, cancer and the immune system, cancer prevention, cancer detection and treatment, current cancer research. Prerequisite: grade of C or higher in 250; 251 highly recommended.

**482—Human Anatomy, 4 Cr.**

Three hours of lecture/three hours of lab per week.

Human Anatomy is a junior/senior level, course that provides an introduction to human gross anatomy. The major body systems will be covered during lecture. Lab will focus on anatomical structure with the cat as our model. Additionally, human models and bones will be used to achieve an understanding of human structure. The overall goal is to provide the base of knowledge necessary for further education in health related-fields. Prerequisite: grade of C or higher in 250 or 251. Restricted to students with junior standing or higher.

**486—Special Topics**—see page 104 for description.

**487—Experiential Learning: Internships**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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**498—Directed Research Experience, 1–4 Cr.**

A student-driven research experience under the supervision of a faculty mentor or an internship director. Two credits will be the standard credits given for this course. Research contracts will be required for everyone who registers, with fewer or additional credits given depending on the approved project and time commitment. Prerequisite: C or higher in 397 and the signature of the division chairperson. May be repeated for credit to a maximum of six credits.

**499—Senior Seminar, 1 Cr.**

One hour of lecture/discussion per week. This course will focus on the effective dissemination of research results including completion of a formal written research paper and oral presentation. Invited guest speakers will expose students to research presentations and innovative ideas in science. Additionally, this course will include a portfolio review for each student. Prerequisite: grade of C or higher in 498. Restricted to students with senior standing.

## **Biopsychology (BIOP)**

**261—Introduction to Biopsychology, 4 Cr.**

Three hours of lecture/two hours lab per week.

Introduction to Biopsychology provides a survey of the biological causes, correlates, and effects of normal and abnormal behaviors from neurobiological, neuroendocrine, and evolutionary perspectives. Topics covered include cognition, language, learning, memory, emotion, addiction, sex and gender, and psychological disorders. The weekly lab session employs experiential learning of the techniques and practices of biopsychology and includes oral communication of research findings. Prerequisites: four credits of BIOL, three credits of PSYC. (Equivalent to PSYC 261.)

**430—Behavioral Neuroscience, 3 Cr.**

Students in Behavioral Neuroscience will explore a variety of advanced issues in biopsychology related to both normal and abnormal expressions of behavior through current primary scientific literature. Example topics include neuroendocrinology, neurotoxicology, neurogenetics, cognitive neuroscience, and neuroethics. Prerequisite: 261 or BIOL 353 or PSYC 261. Restricted to students with junior standing or higher. (Equivalent to PSYC 430.)

**489—Advanced Research and Practice, 1-4 Cr.**

Students will implement the research they developed in their research methods course or complete a faculty-supervised internship (with approval.) This will include a one-hour meeting of all students each week with the faculty directing the course. Restricted to students with junior standing or higher. Prerequisite: PSYC 330, BIOL 397, or CHEM 397. May be repeated for credit.

**499—Senior Seminar in Biopsychology, 1 Cr.**

This one credit course serves as a capstone for the biopsychology major. In this course students will complete a portfolio that documents their progress, projects, and future goals relative to biopsychology. Ethical issues in the field of biopsychology will be discussed. In addition, students will also deliver a presentation to faculty and peers focusing on a specific topic that demonstrates proficiency in an area of biopsychology. Students will also discuss their future career plans and outline the steps required to achieve these goals. Prerequisite: 489. Restricted to biopsychology majors. Restricted to students with senior standing. (Equivalent to PSYC 448.)

## **Business Law (BLAW)**

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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**343—Legal and Ethical Environment of Business, 3 Cr.**

This course introduces students to the legal framework in which American businesses operate as well as the ethical issues that inevitably arise in the legal environment of business. In addition to examining the American court system and its procedures, learners will focus on the substantive legal rules that govern American businesses. In particular, learners will focus on constitutional law, torts, products liability, criminal law, and contracts.

**344—Business Law, 3 Cr.**

This course builds on the foundation gained in 343. Learners continue to examine substantive legal principles as well as the ethical and social responsibility implications of business conduct within the legal environment. Topics shall include property law, insurance law, intellectual property, Internet laws, business entities, agency law, and employment law. Prerequisite: 343.

**450—Legal Aspects of Financial and Commercial Transactions, 3 Cr.**

This course examines legal issues encountered in conducting financial and commercial business transactions. Students will gain knowledge to prepare them to participate in these transactions, particularly with regard to financial and accounting aspects of the transactions. Topics include laws relating to business organizations, sales, environmental regulation, commercial paper, secured transactions, documents of title, bankruptcy, securities regulations, and accountants' legal liability.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**Chemistry (CHEM)****101—Introduction to Chemistry, 4 Cr.**

Three hours lecture/two hours lab per week.

An introduction to the major conceptual schemes of chemistry, how they have evolved historically, as well as the impact of the scientific method on the advancement of science. The course is designed specifically for those students who have had little or no chemistry. Topics covered include: electron configuration, chemical bonds, chemical equations, acid base chemistry, gas laws, and nuclear chemistry. Completion of this course with a grade of C or higher satisfies the high school chemistry prerequisite of other courses in the Natural Science Division.

**106—Chemistry for Health Sciences, 4 Cr.**

Three hours of lecture/two hours lab per week.

This course is the study of the fundamental principles of chemistry, with an emphasis on bonding, properties of solutions and gases, and organic and biochemistry which is needed by students interested in careers in nursing and allied health professions. The concepts of this course are important for a full understanding of anatomy and physiology, microbiology, and nutrition. Prerequisite: C or higher in 101 or placement.

**112—Science Success, 1 Cr.**

Designed for new students intending a course of study in biology, chemistry, biochemistry, biopsychology, natural science and/or one of the health science pre-professional programs such as pre-medicine, pre-dentistry, or pre-pharmacy. The emphasis will be on development of effective learning skills based on learning preferences and development of student assessment iwebfolios. Topics include reading for learning; working with study teams; using and studying math; managing time; managing stress; coping with pressure and even failure; setting goals; and talking with upper class students about adjusting and career choices. Restricted to and required of every freshman biology, biochemistry, biopsychology, chemistry, and natural science major. Graded CR/NC. (Equivalent to BIOL 112.)

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**120—General Chemistry I, 4 Cr.**

Three hours lecture/three hours lab per week.

Fundamental laws and theories. Topics include chemical stoichiometry, thermochemistry, reactions in solution including acid-base and oxidation-reduction, atomic structure and bonding, and the states of matter.

Prerequisites: one year of high school chemistry with grades of C or higher; placement into MATH 112 or higher. Students placed into MATH 112 are required to enroll in MATH 112 concurrent with enrollment in CHEM 120.

**121—General Chemistry II, 4 Cr.**

Three hours lecture/three hours lab per week.

A continuation of 120. Topics include physical properties of solutions, chemical kinetics, thermodynamics, chemical equilibrium including acid-base, hydrolysis, solubility, and complex ion, electrochemistry, and nuclear chemistry. Laboratory includes qualitative analysis. Prerequisite: grade of C or higher in 120.

**140—Organic Chemistry for the Health Sciences, 4 Cr.**

Three hours lecture/two hours lab per week.

The chemistry of organic compounds: functional groups, types of reactions, stereochemistry, and selected reaction mechanisms. Prerequisite: grade of C or higher in 106 or 120.

**240—Organic Chemistry I, 4 Cr.**

Three hours lecture/three hours lab per week.

The chemistry of organic compounds in terms of the principles that govern their behavior and account for their properties. General types of reactions, relationship between structure and spectra, introduction to stereochemistry and reaction mechanisms. Prerequisite: grade of C or higher in 121.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Techniques of Chemistry Laboratory Preparation, 1 or 2 Cr.**

Four hours lab per week per credit.

This course is designed to give those students considering a teaching career experience in setting up chemistry labs for teaching purposes. The student will gain experience in solution preparation; instrumentation set-up, calibration, and dismantling; proper and ethical methods of waste disposal; and lab safety. The student may be asked to test experiments or assist in developing new experiments. Prerequisite: grade of C or higher in 121. Restricted to students with junior standing or higher. May be repeated for credit.

**305—Survey of Biochemistry, 3 Cr.**

Three hours lecture per week.

Investigation of the molecules and chemical reactions of life. Chemical principles are used to explore biology at the molecular level with an emphasis on biochemical and physiological basis of nutrition. Prerequisites: C or higher in 296 and CHEM 140; or C or higher in CHEM 240. (Equivalent to BIOL 305.)

**330—Analytical Chemistry, 4 Cr.**

Three hours lecture/four hours lab per week.

An introduction to the theoretical and practical fundamentals of analytical chemistry. Lecture includes statistical evaluation of analytical data, acid-base equilibria, reduction-oxidation equilibria, and the principles of spectroscopic and chromatographic analysis. Laboratory includes gravimetric, titrimetric, kinetic, potentiometric, and spectroscopic techniques. Prerequisite: grade of C or higher in 121.

**340—Organic Chemistry II, 4 Cr.**

Three hours lecture/three hours lab per week.

Chemistry of organic compounds, organic chemical theory, stereochemistry and reaction mechanisms. Prerequisite: grade of C or higher in 240.



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**350—Inorganic Chemistry, 3 Cr.**

Three hours lecture per week.

Survey of the structure, bonding, properties, and reactions of the elements and their compounds. Review of elementary bonding concepts; atomic states; MO theory; molecular modeling; introduction to coordination chemistry; periodic properties; acid-base, REDOX behavior; the s- and p-block elements; solid state structure and properties. Prerequisite: C or higher in 121.

**360—Physical Chemistry I, 4 Cr.**

Three hours lecture per week. Four hours lab per week.

Theoretical treatment of the laws that govern chemical and physical change. Topics include an introduction to quantum mechanics including molecular energies and spectra, real gases, classical thermodynamics, solution thermodynamics, electrochemistry, and chemical kinetics. Prerequisites: grade of C or higher in 121, MATH-221, PHYS 251 or 261; MATH 320 highly recommended. (Equivalent to PHYS 360.)

**362—Physical Chemistry II, 4 Cr.**

Three hours lecture per week. Four hours lab per week.

A continuation of 360. Topics include kinetic theory of gases, theories of reaction rates, atomic structure, chemical bonding and molecular structure, atomic and molecular spectra, and an introduction to statistical thermodynamics. Prerequisites: 360; MATH 320 highly recommended.

**370—Biochemistry, 4 Cr.**

Three hours of lecture/four hours of lab per week.

This course will explore the roles of essential biological molecules and seeks to analyze the structures, properties, and functions of proteins, carbohydrates, and lipids while providing a biological application of general and organic chemistry principles. Students will explore the structure of proteins, their function, their binding properties and the methodologies for the purification and characterization of proteins. Enzymes and their kinetics will also be investigated and placed into a metabolic pathway context where thermodynamic and regulatory perspectives will be studied. This course provides the linkage between the inanimate world of chemistry and the living world of biology. Restricted to chemistry majors. Prerequisites: grade of C or higher in 240 and BIOL 160.

**372—Chemistry of the Environment, 3 Cr.**

Three hours lecture per week.

Fundamental chemical processes of the atmosphere, hydrosphere, biosphere, geosphere, and anthrosphere. Topics include biogeochemical cycles, smog formation, global warming, stratospheric ozone depletion, air pollution, acid rain, groundwater and soil pollution, deforestation, wastewater treatment, genetically modified crops, and other social environmental concerns. Should be taken concurrently with 340. Prerequisite: 240.

**397—Introduction to Research, 3 Cr.**

Three hours lecture/discussion per week.

The major goal of the course is to write and present a research proposal by identifying a problem, completing a literature review of that topic, and designing an experiment. The student will also learn the methods and expectations for appropriate behavior in the conduct of scientific research: developing a question, conducting a literature search, developing a bibliography, understanding the fundamentals of safety in a research setting, ethical behavior, plagiarism, and writing and presenting a research proposal. Prerequisite: grade of C or higher in 340. W

**400—Laboratory Supervision of Advanced Analytical Instrumentation, 1 or 2 Cr.**

Four hours lab per week per credit hour.

This course will give those students considering a teaching or research career in chemistry experience in laboratory instruction by assisting the instructor in 240–340 (sophomores mainly) or 430 (juniors and seniors). The student will assist by supervising both sample preparation and proper use of advanced analytical instrumentation and its associated software. The instrumental techniques include FT-NMR, flame ionization gas chromatography (GC-FID), gas chromatography with mass detector (GC-MS), Fourier transform infrared spectroscopy (FTIR), thermal conductivity detector GC, atomic absorption spectroscopy (AAS), and high

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pressure liquid chromatography (HPLC). Prerequisites: 430; 300 or experience in laboratory preparation through university work study. Restricted to chemistry majors with senior standing.

**430—Instrumental Analytical Chemistry, 4 Cr.**

Three hours lecture/four hours lab per week.

A systematic description of major instrumental methods. Students learn the conceptual process of instrument development involving chemical theory/method and physical theory/design; sampling procedures and methodology; how chemical information is extracted from instrument signals; Fourier transform processes. Laboratory applies and reinforces lecture principles via study of instrument parameters and performance of chemical analyses involving spectroscopic, electrochemical, and chromatographic instruments. Prerequisites: grade of C or higher in 330; PHYS 251 or 261; 360 recommended.

**440—Advanced Organic Chemistry, 3 Cr.**

Three hours lecture per week.

A study of advanced topics in organic chemistry including the planning and carrying out of multistep syntheses, the investigation of reaction mechanisms, the separation and identification of organic compounds by physical, chemical, and spectroscopic methods, and the examination of a variety of polymer systems. Prerequisites: grade of C or higher in 340, 360.

**470—Environmental Chemistry, 4 Cr.**

Three hours lecture/four hours lab per week.

A description of basic atmospheric, hydrospheric, biospheric, and geospheric chemistry of the earth. Topics will include the biogeochemical cycles of C, N, P, S, and trace metals; natural waters and water quality; pollution problems including acid rain, stratospheric ozone, xenobiotic chemicals, oil, and hazardous waste; and global environmental change owing to human activities including the enhanced greenhouse effect, deforestation, cultural eutrophication, and loss of natural resources. Laboratory experiences will reinforce and enhance certain lecture topics, and will include air, water, soil, and computer modeling studies. Spectroscopic and chromatographic analyses will be performed. Prerequisites: 330, 360. E,

**475—Advanced Biochemistry, 4 Cr.**

Three hours of lecture/four hours lab per week.

Topics relating to the chemistry of metabolic processes in living organisms. Emphasis on analysis of key concepts in the field with reference to classical papers and recent literature. Prerequisites: 360, 370, 371.

**480—Atomic and Molecular Spectroscopy, 3 Cr.**

Three hours lecture per week.

Methods of atomic and molecular spectroscopy used in structure determination and analytical studies. Topics include time dependence of excited states, group theoretical methods, UV-VIS spectroscopy, IR and microwave spectroscopy, and magnetic resonance methods. Corequisite: 362.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**498—Directed Research Experience, 1–4 Cr.**

A student-driven research experience under the supervision of a faculty mentor or an internship director. Two credits will be the standard credit given for this course. Research contracts will be required for everyone who registers, with fewer or additional credits given depending on the approved project and time commitment. Each faculty member will offer one section of this class per year. Prerequisite: grade of C or higher in 397. Permission of the division chairperson required. May be repeated for a maximum of six credits.

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**499—Senior Seminar, 1-3 Cr.**

One hour of lecture and discussion per week.

This course will focus on the effective dissemination of research results including completion of a formal written research paper and oral presentation. Invited guest speakers will expose students to research presentations and innovative ideas in science. Additionally, this course will include a portfolio review for each student. Offered each spring. Prerequisite: 498. Restricted to students with senior standing.

## **Clinical Laboratory Science (CLBS)**

**481—Clinical Practicum I, 6-21 Cr.**

This course is part of an intense, summer, full-time practicum in an affiliated clinical laboratory under supervision of clinical laboratory scientists. It includes instruction and practice of laboratory procedures and the student will be able to put the theoretical knowledge to practical use. Prerequisite: admission to a hospital-accredited clinical program approved by the department. Restricted to students with senior standing.

**482—Clinical Practicum II, 6-21 Cr.**

This course is part of an intense, fall, full-time practicum in an affiliated clinical laboratory under supervision of clinical laboratory scientists. It includes instruction and practice of laboratory procedures and the student will be able to put the theoretical knowledge to practical use. Prerequisite: admission to a hospital-accredited clinical program approved by the department. Restricted to students with senior standing.

**483—Clinical Practicum III, 6-21 Cr.**

This course is part of an intense, spring, full-time practicum in an affiliated clinical laboratory under supervision of clinical laboratory scientists. It includes instruction and practice of laboratory procedures and the student will be able to put the theoretical knowledge to practical use. Prerequisite: admission to a hospital-accredited clinical program approved by the department. Restricted to students with senior standing.

## **Communication Studies (COMM)**

**105—Digital Imaging, 3 Cr.**

This course considers the aesthetic, technical, and conceptual practices associated with producing digital images. Students will use basic digital cameras and mobile devices to make digital images and refine and manipulate images. The course provides an introduction to communication theory and the development of photographic-based digital imagery. Aesthetic, technical, historical, and conceptual issues will be addressed through lectures, demonstrations, exercise, projects, and readings.

**110—Visual Culture, 3 Cr.**

Visual culture involves the study of visual and digital messages. Students will analyze messages in the graphics arts, cinema, and visual rhetoric for aesthetic qualities associated with the human experience. Students will explore the skills for interpreting the visual world in a more nuanced way. Visual Culture encourages students to use critical and scientific tools to provide awareness and insights into the creative processes associated with visual message production.

**118—Introduction to Digital Media, 3 Cr.**

Introduction to the concepts, terminology, software, hardware and technology related to the production of digital media. Students will be exposed to digital video editing, 3D modeling and animation, Web design, digital image manipulation, and digital audio.

**140—Principles of Visual Communication, 3 Cr.**

This course is designed to provide an overview of the theories of visual messages including human perception, psychology of color and principles of design and the application of those theories to visual communication. Students learn concept generation techniques and explore design methodologies, as well as, develop graphic and illustration techniques that support the visual expression of ideas.

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**141—*Typography, 3 Cr.***

Students will explore the expressive potential of typographic form and gain a stronger understanding of the importance of message and visual harmony in typographic communication. Prerequisite: 140.

**150—*Fundamentals of Speech, 2 Cr.***

This course focuses on the function of verbal communication in society. The mastering of positive listening behaviors, nonverbal communication techniques, and the skillful use of language are stressed. Students practice extemporaneous speaking with emphasis placed on outlining content, organization, and delivery.

**205—*Communication Theory, 3 Cr.***

Course investigates the major theoretical constructs relevant to the study of human communication (interpersonal, small group, intercultural, etc.). Emphasis is on understanding a variety of perspectives from which human communication can be viewed. Students develop the ability to analyze critically the underlying assumptions of theoretical models of communication. Prerequisite: PSYC-100 or SOCL 125.

**211—*Communication Research Methods, 3 Cr.***

Introduction to the research tools necessary to locate, understand, evaluate, and synthesize social scientific arguments regarding communication processes. Curriculum includes the philosophy of the social sciences, measurement issues, basic experimental design, and an introduction to statistics. Students gain the skills necessary to interpret scientific arguments and conduct their own, original investigation of a major communication theory. The studies are designed to resolve an argument between competing perspectives for a communication outcome.

**220—*Layout Design, 3 Cr.***

Further exploration of graphic design processes and digital imaging techniques. Emphasis is placed on the development of skills in the preparation of text, imagery and grid systems as it relates to the production of page layout elements. Projects include the development of information design, sales promotion collateral and editorial design applications. Prerequisite: 141.

**223—*Web Design and Development, 3 Cr.***

This course will build the students' design and technical skills in the area of Web page design and development. Course includes an introduction to HTML, fundamentals of web layout, interface design, content organization, database integration, planning, site management, and client relations. Prerequisite: 118 or 140.

**230—*Media, Technology and Culture, 3 Cr.***

This course surveys the major concepts and theories necessary for understanding communication practices in the 21st century. The course emphasizes how media affects what people think about, how people underestimate the effect of media on themselves, and how media affect what we see as the causes and solutions to social problems and investigates three aspects of media literacy: computer literacy, information literacy and visual literacy.

**286—*Special Topics***—see page 104 for description.

**287—*Internship***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**310—*Organizational Communication Theory, 3 Cr.***

This course explores the role of communication in creating successful organizations as well as the major theories of organizational communication. Student will be involved in identifying and defining primary concepts, and applying them to discussions of real-world situations. Effective communication in global organizations and critiques of organization communication systems and structures are also presented. Prerequisite: 205.

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***311—Persuasion and Social Influence, 3 Cr.***

Students explore rhetoric, persuasion, and coercion through the use of symbols. The course examines the cognitive, social, and rhetorical dimensions of attitude change by considering how messages are used to affect the cognitions and behaviors of individuals. The course focuses on the major theories of attitude change, research on communication and conformity, rhetorical use of symbols, and the effects of persuasive messages. Prerequisite: 205.

***315—Principles of Public Relations, 3 Cr.***

The nature and role of public relations in a democratic society and worldwide, activities of public relations professionals, major influences that affect organizational behavior, ethics and professional development of practitioners in the private and public sectors. Provides students with a theoretical background for understanding and implementing communication planning, public campaigns, crisis communication, and issues management. Prerequisite: 205.

***316—Public Campaigns, 3 Cr.***

Communication campaigns are coordinated, large-scale efforts to exert individual and collective influence. This course stresses practical applications of several communication theories and allows students to assess message outcomes in the context of competing audiences and interest groups. Students explore how campaigns are planned, organized, executed, and evaluated. Comparisons are made between public interest, political, religious, and commercial campaigns. Prerequisite: 205.

***318—Cross-Cultural Management, 3 Cr.***

This course focuses on understanding of cultural differences across and within nations and the impact of cross-cultural difference on effective business communication practices. Students will conduct in-depth comparative cultural analysis, and develop effective global multicultural skills (e.g., cultural sensitivity, intercultural communication, negotiations, and cooperation). Prerequisite: 205.

***319—Conflict and Negotiation Management, 3 Cr.***

An intensive study of orientations toward managing disputes using specific theories, processes and techniques currently employed in conflict situations. Course emphasizes both organizational and interpersonal disputes and also focuses on the role of mediation. Prerequisite: 205.

***321—Digital Video I, 3 Cr.***

This class will build the students' skills in the area of digital video production through an examination of the entire production process; pre-production, production, and post-production. Emphasis on camera technique, composition, lighting, and editing techniques. Basic film aesthetics will be explored. Prerequisite: 118.

***328—Design for Sustainability, 3 Cr.***

Sustainable design will examine the interplay between production and consumption. This course will explore how the graphic arts industry uses principles and frameworks for sustainable design, as well as reviewing the fundamental properties of materials used in the design and production processes. Students will engage in individual and collaborative-based challenges in creating and delivering effective communications while advocating sustainable design practice at each phase of the development process. Through a series of presentations, case studies, discussions, exercises, hands-on design projects and critiques, the class will learn to transform conventional thinking into sustainable solutions. Prerequisites: 140 and one course from 331, 332, HIST 354, MGMT 305, MKTG 351, or SUST 210.

***331—Illustration Techniques, 3 Cr.***

This course is designed to gain experience in creating digital imagery while exploring diverse illustration techniques. Students will expand their visual repertoire by developing image manipulation skills along with masking, compositing, layering and blending techniques in developing digital collages, photomontages and mixed media compositions. Students will further explore problem solving methods while developing a personal creative vision. Prerequisite: 141.

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**332—Advertising Design, 3 Cr.**

This course is designed to develop strategic and conceptual skills along with graphic design and basic illustration techniques. Students will explore the strategies and methods that are essential to formulating a brand identity and advertising concept, as well as developing the visual and verbal expression of ideas. Prerequisite: 331.

**335—3D Modeling, 3 Cr.**

Introduction to concepts, techniques, and software related to modeling and animating in 3D. The basics of polygon-based modeling, texture mapping, lighting, and keyframe animation will be explored. Includes an examination of industry standard applications. Prerequisite: 118.

**336—Web Design and Rich Media, 3 Cr.**

Focus on developing user-centric web design interfaces and rich media components that include animation and interactive applications. Projects include the development of web sites via Dreamweaver, as well as the development of various visual elements via Flash, Photoshop and Illustrator. Prerequisites: 118, 140.

**337—Motion Graphics, 3 Cr.**

This course will introduce students to designing motion graphics for video and web. Emphasis will be placed on planning, storyboarding, and conceptualizing in time-based media. Students will become competent in designing still images, sequencing images, compositing images, and producing motion graphics for various distribution methods. In addition, students will examine the role of motion graphics in contemporary culture and its effectiveness as a communication model. Prerequisite: 118, 331.

**414—Communication Law and Ethics, 3 Cr.**

This course will survey how the First Amendment of the U.S. Constitution is interpreted and applied to communication law in the United States through exploring court decisions, laws and/or regulations and the various aspects of ethical decision-making employed in developing and executing communication law. Through written and oral communication assignments, and case study analysis students learn to analyze communication laws and to apply a systematic ethical analysis to determine the consequences of communication law making. By the end of the semester, students will improve their written and oral communication through defining clear message points, organizing information for clarity, and conceptualizing and executing effective communication. Prerequisite: 205. Restricted to students with junior standing and higher.

**421—Digital Video II, 3 Cr.**

This course will build on skills gained from Digital Video I and explore advanced topics in digital video production. More advanced editing, lighting, and advanced compositional techniques will be the focus. Includes an exploration of the film aesthetics through the analysis of various film movements. Prerequisite: 321.

**460—Portfolio Design, 3 Cr.**

The capstone course taken in the student's senior year focuses on creating a professional portfolio consisting of print and digital artifacts, research manuscripts, and/or examples of professional writing. Students will design a self-promotion strategy, prepare for interviews, and present their work to others in the university community.

**475—Topics in Digital Media, 3 Cr.**

This course will focus on a digital media area in an in-depth manner. The topic will vary from year to year. Prerequisites: 223, 321. Restricted to students with junior standing or higher. Permission of instructor required. May be repeated for credit.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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**490—Communication Studies Internship or Research Experience, 1-12 Cr.**

Academic internship or research experience for qualified students related to communication studies. Permission of instructor required. May be repeated for credit.

## **Computer Information Systems (CISS)**

**201—Data Communications and Networking, 4 Cr.**

This course provides an understanding of data communications and network systems needed in today's business environment. The range of material covered includes local area networks, wide area networks, protocols, topologies, transmission media, and security. In addition, learners develop skills needed for installing, configuring, and troubleshooting a computer network using a current network operating system.

**260—Programming Concepts, 4 Cr.**

This course introduces learners to key concepts of computer programming. The focus of this course is the proper and efficient way to design, debug, and test applications utilizing an event-driven, object-oriented language. Basic programming control structure methodology will provide the foundation necessary to design programs needed in the workplace. Additional advanced topics, such as inheritance, polymorphism, overloading, overriding, object relationships and encapsulation are examined.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**302—Network Technologies, Configuration, and Management, 3 Cr.**

This course focuses on the highly marketable skills of installing, configuring, and troubleshooting a computer network. The range of material covered will include assessments of careers in networking to discussion of local area networks, wide area networks, protocols, topologies, transmission media, and security. Examples from a professional's standpoint will also be examined. The goal of this course is that learners will master the skills identified as the most significant aspects of networking by industry standards. Learners will research current technologies pertinent in the ever-changing networking environment. Prerequisite: INFO 310.

**355—Database Design and Processing, 4 Cr.**

Learners are introduced to relational database concepts, terminology, and theory with a focus on the importance of effective data management to the strategic success of an organization. Learners will apply the concepts of database normalization, entity relationship, structured query language (SQL), and application design. Implementation of design will expose learners to advanced topics such as application processing, triggers, stored procedures, and data quality. Concepts of data warehousing, business intelligence and object-oriented data modeling are introduced.

**390—Web Design and Development, 4 Cr.**

This course examines business and technical elements of electronic commerce. Students develop design and technical skills in the area of web page design and development. Course includes an introduction to HTML, fundamentals of Web layout, interface design, content organization, planning, site management, and client relations. Prerequisite: 260.

**405—Information Systems Analysis and Project Management, 4 Cr.**

This course is a comprehensive study of developing technology-based enterprise-wide information systems in today's organizations as well as managing related projects. Learners will gain a better understanding of the roles and responsibilities of systems analysts, project managers, and other stakeholders as well as investigate complex management decisions through application of problem/opportunity identification, requirement gathering and definition, innovative design, data analysis, process modeling, and PMI project management methodologies. Prerequisite: MGMT 210.

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**410—Decision Support Systems, 3 Cr.**

This course investigates the implications of decision support systems and business intelligence in all levels of the organizational decision-making process. Topic areas include decision making frameworks, analytics, data visualization, business performance management, as well as support technologies: data warehousing, expert systems, modeling, group support systems, knowledge management, intelligent systems, and data and Web mining techniques. This course will provide experiential learning with these technologies and offer practical guidance on successfully integrating them into organizations. Restricted to students with junior standing or higher.

**425—Information Security, 4 Cr.**

This course explores the field of information security and assurance. Students are exposed to a variety of aspects of security activities, methods, methodologies, and procedures. Coverage includes inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-incident procedures, technical and managerial responses, and an overview of the information security planning and staffing functions including: policy development, disaster recovery, and specialized training for security professionals. Prerequisite: 201.

**481—Field Practicum in Computer Information Systems, 1–12 Cr.**

Advanced experience in the field of computer information systems incorporated into the academic environment. This course is arranged through the CISS advisor and the field practicum coordinator for the School of Business. Restricted to students with senior standing.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**489—Systems Development and Implementation, 3 Cr.**

This course is the second of a two-course capstone practicum, focusing on the information systems research, design, development, and implementation. Using the latest techniques for systems design and programming, a complete system solution is developed, tested, implemented, and documented. Prerequisite: INFO 400.

## **Criminal Justice (CRMJ)**

**150—Introduction to Criminal Justice, 3 Cr.**

This course will provide students with an overview of the criminal justice system. The structure and function of the police, courts, and corrections, as well as the policies these agencies use to control crime, will be examined. Students will also debate controversial issues related to criminal justice processing and compare the ideal of justice with the reality under this system. (Equivalent to SOCL 150.)

**203—Police in American Society, 3 Cr.**

An analysis of the functions of police in modern society, including the historical peacekeeping role, the various levels of police organization (federal, state, and local enforcement), styles of policing, and private policing. Addresses police as one component of the criminal justice system. Prerequisite: 150.

**230—Courts, 3 Cr.**

This course is an overview of the American judicial system. It will address the types of law used in our judicial system, the actors in courts (attorneys, judges, interest groups, litigants) and court procedures. Federal and state courts will be examined, as well as the appellate process, including the U. S. Supreme Court. Prerequisite: 150 or SOCL 150.



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**240—Criminal Procedure, Evidence, and Investigation, 3 Cr.**

Introduces principles of evidence and techniques of investigation. Includes constitutional limitations on arrest, search and seizure, the exclusionary rule, interrogation, and confessions. Identifies problems of evidence gathering and presentations as well as basic skills and procedures of criminal investigation. Prerequisite: 150.

**265—Seminar I, 3 Cr.**

The primary purpose of this course is to assist students with the development of written and oral communication skills for an academic audience. Emphasis is placed on conducting a scholarly literature review that will result in a written paper and oral presentation. A secondary goal of this course is to assist students with career preparation in the fields of criminal justice and sociology. Students will explore career options in their chosen field, plan for the required internship experience, draft a professional resume and cover letter, practice professional interview skills, and learn about graduate school options. (Equivalent to SOCL 265.)

**280—Corrections, 3 Cr.**

Explores issues related to the sociology and philosophy of punishment and corrections. Custodial and noncustodial alternatives, probation and parole procedures, the role of correctional personnel, and the role of corrections in the criminal justice system will be examined. Prerequisite: 150.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**320—Administration of Justice, 3 Cr.**

This course is intended to introduce students to basic management models, principles, and strategies applicable to contemporary police and correctional criminal justice organizations. Includes an examination of organizational history, theory, behavior, leadership styles, networks of relationships both formal and informal, concentration of power, and politics within organizations. The policy implications of selected topics will be considered to analyze the future direction of these criminal justice organizations. Restricted to students with junior standing or higher.

**345—Women in the Criminal Justice System, 3 Cr.**

This course is an overview of women in the criminal justice system, including an examination of historical and current roles of women as criminal justice professionals, offenders and victims. Topics will include a critique of traditional theories that explain male delinquency in crime while neglecting females; the frequency and nature of female offending; how women are processed in the system as offenders and victims, particularly crimes and victimization which disproportionately impact women and their families; and the changing roles of women in law enforcement and corrections. Some international topics will be covered, including sex trafficking and women as victims in armed conflicts. Restricted to students of junior standing or higher.

**351—Crime and Delinquency, 3 Cr.**

This course will examine the nature, extent, and causes of criminal and delinquent behavior from a sociological perspective. Trends in offending and victimization, including research on violent crime, property crime, public order crime, organized crime, and white collar crime will be covered. The major theoretical explanations of criminal and delinquent behavior will also be explored. Prerequisite: 150 or SOCL 125 or 150. (Equivalent to SOCL 351.)

**364—Juvenile Justice, 3 Cr.**

This course is designed to give students an introduction to the field of juvenile justice. It will focus on the relationship between youth as victims and as offenders, the role of the juvenile justice system, delinquents' rights, and traditional and alternative ways of dealing with juvenile crime. It will briefly examine the social and etiological features of delinquency. (Equivalent to SOCL 364.)

**365—Interviewing and Report Writing, 3 Cr.**

This course is designed to introduce students to communication processes within the field of criminal justice. It identifies techniques and provides practical experiences for students in both interviewing and report writing,

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focusing on the development of professional oral and written communication skills. Prerequisite: 150 or SOCL 150. Restricted to students with junior standing or higher.

**370—Introduction to Criminal Law, 3 Cr.**

An examination of the nature, variety, and sources of criminal law and the relationship of criminal law to theories of punishment and social control. Includes the classification of crimes, as well as the creation, organization, and content of criminal law. Prerequisite: 150.

**380—Community-based Corrections, 3 Cr.**

An examination of the field of community-based corrections, including pre- and post-trial duties, patterns of diversion, probation and parole, restitution, intensive probation, supervision, and violation revocations. A special focus on alternatives to incarceration in community settings will be addressed. Restorative Justice approaches such as community conferencing, and victim-offender mediation and offender accountability to the community as well as victim assistance and community service for offenders will be addressed. Legal issues and trends in community-based corrections will be examined. Restricted to students with junior standing or higher.

**406—Constitutional Law, 3 Cr.**

This course provides an introduction to American constitutional law through a study of selected Supreme Court cases. Students will examine the sources of government power found in the Constitution and study the role of the courts in interpreting the extent of that power. Topics that will be considered include judicial review, separation of powers, the Bill of Rights, and the right to privacy. Selected pending U.S. Supreme Court cases will be used as an interactive tool to study the Constitution. Prerequisite: POSC 121 or 320, or junior standing.

**435—Philosophy of Punishment, 3 Cr.**

This course will cover the major philosophical approaches to punishment in the United States. Students will be exposed to the different orientations used by probation, prisons, and parole. The philosophies of deterrence, incapacitation, just deserts, rehabilitation, and restorative justice will be discussed. The class will examine, discuss, and debate the effectiveness of each of these philosophies in regards to reducing crime in the United States. Restricted to students with junior standing or higher.

**465—Seminar II, 3 Cr.**

This course is designed to facilitate the transition from the college classroom to the professional world or graduate school. Students will use the skills, knowledge, and lessons from their undergraduate criminal justice and sociology major courses to design and execute an original research project and disseminate the results of their research to the public via poster presentations. In addition, students will reflect on their personal and academic time at Viterbo University. Students will then engage in reflective writings on how they will apply their Viterbo experience to their post-college professional and/or academic lives. Prerequisite: SOCL 338. Restricted to students with junior standing or higher. (Equivalent to SOCL 465.)

**470—Ethics in Criminal Justice, 3 Cr.**

This course is an examination of ethical theories and issues that confront criminal justice practitioners, including law enforcement, the courts, corrections, and professionals working in policy and research. The course will examine the standards of ethics for criminal justice professionals. It will explore the concepts of morality, ethics, values, moral/ethical frameworks and dilemmas in the field. Students will examine case studies to become aware of the dilemmas faced by practitioners. In addition, it will examine the concept of “justice” and its meaning, and examine current and future ethical issues in the justice system. Restricted to students with junior standing or higher.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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## Dance (DANC)

### ***100—Dance Appreciation, 3 Cr.***

This introductory, non-performance dance course provides the participant with an overview of dance history, style, form, and aesthetics, with the primary purpose of providing a greater understanding and appreciation of various diverse dance forms. The course may include a limited number of practical dance activities to further demonstrate various styles and forms of dance discussed, including ballet, jazz, tap, music theatre, modern, and social dance.

### ***105—Introduction to Dance Techniques, 3 Cr.***

A course that introduces students to the styles of jazz, ballet, and tap dance, developing body coordination, strength, and flexibility.

### ***110—Fundamentals of Dance, 1 Cr.***

A course introducing students to styles of jazz, ballet, and tap dance for music theatre, theatre, and music majors and dance, theatre, and music theatre minors, beginning the development of strength, flexibility, coordination, and correct use of the body. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors.

### ***214—Ballet I, 1 Cr.***

A course for the student interested in deepening her or his ballet experience. The course will introduce ballet vocabulary and technical principles so that the student can begin to perform more complex movement combinations. Prerequisite: 105 or 110. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

### ***220—Modern Dance I, 1 Cr.***

The techniques and principles of modern dance styles from the early 1900s to the present will be introduced and explored. Prerequisite: 105 or 110. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

### ***230—Tap Dance I, 1 Cr.***

For the beginning to intermediate level tap dancer, this course will cover the basic tap steps of this rhythmic dance form. Prerequisite: 105 or 110. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

### ***250—Jazz Dance I, 1 Cr.***

A continuing course in this distinctly American dance form with emphasis on use of the body as a rhythmic instrument. Prerequisite: 105 or 110. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

### ***270—Musical Theatre Dance I, 1 Cr.***

The technique and style of dances required for the musical theatre stage and storytelling through dance. Dance combinations will include various musical theatre styles. For the advanced beginning and intermediate dancer. Prerequisite: 105 or 110. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

### ***280—Dance Theatre, 2 Cr.***

All aspects of dance production will be explored through practical experience. The culmination of the course will be a dance concert. Restricted to dance minors. May be repeated for credit.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

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**314—Ballet II, 1 Cr.**

Intermediate studio practice in classical ballet technique with emphasis on ballet as a performing art. Prerequisite: 214. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

**320—Modern Dance II, 1 Cr.**

The techniques and principles of modern dance styles from the early 1900s to the present will be explored and further developed. Prerequisite: 220. Restricted to arts administration, music, music theatre, and theatre majors and dance, music, music theatre, and theatre minors. May be repeated for credit.

**322—Stretching and Flexibility, 1 Cr.**

This one-credit course is designed for the dancer to achieve greater flexibility through learning different stretches and basic principles of stretching and putting these things into practice. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**330—Tap Dance II, 1 Cr.**

A continuing course for the intermediate level tap dancer, including more complex tap movements and techniques of this rhythmic dance form. Prerequisite: 230. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**350—Jazz Dance II, 2 Cr.**

Intermediate studio practice of jazz dance technique and style, including more complex exercises and combinations. Prerequisite: 250. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**360—Dance Composition, 2 Cr.**

The principles and processes of making dance will be studied through practical experience and the observation and analysis of choreographic works. Prerequisite: 105 or 110 and four of the following: DANC 214 or 314; 220; 230; 250 or 350; 270 or 370; 330 or 430. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**370—Musical Theatre Dance II, 1 Cr.**

A continuation of the study of the technique and style of dances required for the musical theatre stage and storytelling through dance. Dance combinations will include various musical theatre styles. Prerequisite: 270. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**380—Dance Theatre, 2 Cr.**

All aspects of dance production will be explored through practical experience. The culmination of the course will be a dance concert. Restricted to dance minors. May be repeated for credit.

**414—Ballet III, 1 Cr.**

Advanced studio practice in classical ballet technique. Special focus on Pointe work and preparing to begin Pointe work. Prerequisite: 314. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**430—Tap Dance III, 1 Cr.**

An advanced level tap course focusing on complex movements and rhythm patterns. Prerequisite: 330. Restricted to music, music theatre, theatre, and arts administration majors and dance, music theatre, theatre, and music minors. May be repeated for credit.

**480—Dance Theatre, 2 Cr.**

All aspects of dance production will be explored through practical experience. The culmination of the course will be a dance concert. Restricted to dance minors. May be repeated for credit.

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**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**490—Dance Repertory, 1–3 Cr.**

This course will explore the creation and execution of a degree performance or educational event, from creative process through execution. Students will enhance their technical, creative, collaborative, and performance skills. Events will differ during different semesters, and may include performances of dance pieces(s) at various venues in the community, fully produced dance concerts, evening length movement pieces, and outreach opportunities to the people of our neighborhood. By audition only. Restricted to BFA or BM degree students or dance minors. May be repeated for credit.

## **Earth Science (ESCI)**

**103—Earth Science, 4 Cr.**

Three hours lecture/two hours lab per week.

A survey course covering the earth's position in the universe, the structure of the earth, and the processes that form and shape the earth's surface. Topics include solar system astronomy, plate tectonics, rocks and minerals, weathering and erosion, and the structure and circulation of the oceans and atmosphere.

**288—Independent Study**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Economics (ECON)**

**101—Macroeconomics, 3 Cr.**

Students learn about the aggregate behavior of national and international economies, and how to measure aggregate levels of production, consumption, employment, and inflation. Issues discussed in the class include how countries can benefit and lose from international trade; what are the immediate, short run, and long run effects from shocks to the economy such as exogenous changes in aggregate spending, factors affecting production, or government intervention; and what are the goals of fiscal and monetary policy, and what are some of their positive and negative impacts on the economy. Prerequisite: 102 or 60 completed credits.

**102—Microeconomics, 3 Cr.**

Students learn about scarcity, opportunity costs, and production possibilities; the supply and demand behavior of markets; and optimal behavior of consumers and producers under market structures perfect competition, monopoly, and monopolistic competition. Students learn about how labor markets behave, including an understanding of how labor demand and labor supply curves are derived, and how government intervention can influence employment and wages. Students learn conditions for optimality of unregulated markets, and examine roles for government intervention concerning market failures such as externalities and public and common goods.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Environmental Economics, 3 Cr.**

This course will apply an economic analysis to resource use while focusing on the economics of the environment and the economics of exhaustible resources. Students will examine the economic aspects of natural resources and environmental issues.

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**350—Latin America in a Global Economy, 3 Cr.**

The study of economic policies and principles is a combination of politics and social science. We will examine the basic economic principles including scarcity, resource allocation, supply and demand, economic models and the influence of international trade as it relates to Latin American countries. Most of the course deals with economic development; the successes, failures, and prospects in Latin American countries.

**400—Personal Economics, 2 Cr.**

The purpose of this course is to strengthen personal life management skills by providing students with a complete perspective on personal economics. This topical course features financial planning, budgeting, cash and credit management, housing decisions, balancing work and home life, major purchasing decisions, investments, social responsibility, tax planning, retirement planning, estate planning, community service, and related ethical and legal issues. Students with little background in finance, economics, or mathematics welcome.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Education (EDUC)**

**150—Introduction to Education, 3 Cr.**

Orientation to the field of education; study of historical, philosophical and social foundations of education; study of legal, political, economic and governmental basis of education; overview of innovative theories and practices; the organization of U.S. schools at elementary, middle level and secondary. Students begin the portfolio development process.

**215—Educational Psychology and Human Development, 3 Cr.**

Theories of learning and development and their application; critical thinking, motivation; classroom management, measurement and evaluation. Twenty hours of field experience required. Prerequisites: 150.

**226—Health and Physical Activity in the 1-9 Classroom, 2 Cr.**

This course prepares the classroom teacher to implement standards based health education and physical activity for grades 1-9. Concrete guidelines for teaching age-appropriate content in health and physical activity will be the focus of this course. Students will leave this course prepared to work with school and community members to help pupils remain healthy and active throughout their lives. The unique connection of “healthy mind/healthy body” and its connection to success in all content areas will be a central focus of the course. Prerequisite: 215.

**237—Creative Arts for Young Children, 3 Cr.**

This course is designed to develop an understanding of the value and function of creative activity in a child’s learning and to plan, implement and evaluate developmentally appropriate integrated experiences in creative dramatics, art, music and movement for children, infancy through kindergarten. Prerequisite: 215.

**255—Professional Issues, 3 Cr.**

Continuation of portfolio development and Viterbo University essential elements of a lesson plan development from EDUC 150. Preparation for application for admission to the teacher education program. Emphasis on oral and written communication and professionalism in the career of teaching. Prerequisite: 150; 30 completed credits.

**271—Curriculum and Assessment – Birth to Age Six, 4 Cr.**

A study of developmentally appropriate curriculum and assessment practices (theoretical and published), from birth to age six, including children with special abilities, disabilities or developmental differences. Emphasis on healthy social and emotional development as foundational to learning; creating supportive environments and experiences that increase each child’s learning through play, exploration, and utilization of evidence-based

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teaching strategies; and developing parent/family partnerships, state early learning and academic standards, and focus on integrated approaches to teaching and assessment in social studies, science, literacy, mathematics, and the arts. Includes 20 hours of field experience. Prerequisite: 215.

**280—*Child and Adolescent Literature, 3 Cr.***

Survey of many genres of literature; principles of selection and evaluation; literature's role in today's classroom; planning a literature-based reading program. Prerequisite: 215.

**286—*Special Topics***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**306—*Inclusion of Students with Special Needs, 3 Cr.***

Study of students who have a variety of special needs. Includes handicapped, at-risk, culturally diverse, and gifted and talented. Student teachers will know definitions, characteristics and educational needs of these students with special needs, be able to identify them and make appropriate referrals. Students will also learn how to make adaptations to instructional programs to maximize inclusion. Fifteen hours of field experience required. Prerequisites: 215; admission to the teacher education program.

**311—*Curriculum and Methods for Social Studies, 1–9, 2 Cr.***

Objectives, content, study, and experience in methods, use of media, including computer applications for social studies teachers in the elementary and middle school; focus on Wisconsin's Model Academic Standards. Prerequisites: 215; SOCL 320; one history course; admission to the teacher education program.

**312—*Keyboarding Teaching Methods, 1 Cr.***

An emphasis on teaching strategies for keyboarding instruction and the motivation of learning and skill building. Includes the utilization of keyboarding software packages. Emphasis on curriculum development and implementation including Wisconsin's Model Academic Standards. Prerequisite: 215

**316—*Technology-enhanced Instruction, Pre-K–12, 3 Cr.***

Plan, design, and assess infusion of technology in learning environments, including adaptive technology; develop awareness of and experience with teacher productivity tools; explore ethical and legal issues surrounding use of technology in Pre-K–12 learning environments, including school technology policies. Prerequisites: 215; admission to the teacher education program.

**319—*Teaching Literacy in the Elementary/Middle School, 1–9, 4 Cr.***

Evidence-based, effective instruction of the reading and writing processes that support successful teaching of literacy in the elementary/middle school. Best practices, Common Core State Standards, curricula, appropriate materials and strategies to meet the needs of diverse learners will be explored and applied to a Teacher Work Sample (TWS) (Unit Plan). When designing the TWS, students will develop proficiency in connecting goals, state standards, objectives, and assessment. Differentiated Instruction (DI) and Response to Intervention (Rtl) will be incorporated into lesson designs. Research based literacy trends and issues will be examined while participating in authentic classroom literacy practices. Fifteen hours of field experience required. Prerequisites: 215, 280, 306, 308, admission to the teacher education program; 308 for early childhood minors.

**323—*Curriculum and Methods for Science, 1–9, 3 Cr.***

Objectives, content, study, and experience in methods, use of media, including computer applications for science teachers in the elementary and middle school; science laboratory experiences; focus on Wisconsin's Model Academic Standards. Prerequisites: 215, 255, two science courses, admission to the teacher education program.

**327—*Methods: Teaching Science, 6–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin's Model Academic Standards), teaching strategies, use of instructional resources, the organization of classrooms for instruction, and

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educational research as pertinent to science. Taught by faculty in the major area. Prerequisites: 215; admission to the teacher education program.

***328—Methods: Teaching Mathematics, 6–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin’s Model Academic Standards), teaching strategies, use of instructional resources, the organization of classrooms for instruction, and educational research as pertinent to mathematics. Taught by faculty in the major area. Prerequisites: 215; admission to the teacher education program.

***330—Secondary Methods Content Literacy, 6–12, 3 Cr.***

Reading and writing instruction in content areas at the secondary level. Methods and materials to help students meet study-reading/writing demands of the content area classes. Includes objective writing, unit planning, lesson planning, parent involvement, testing, and assessment in the content areas. Fifteen hours of field experience required. Prerequisites: 215, 306, admission to the teacher education program.

***332—Methods: Teaching English, 6–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin’s Model Academic Standards), teaching strategies, use of instructional resources, the organization of classrooms for instruction, and educational research as pertinent to English. Taught by English department faculty. Prerequisites: 215; admission to the teacher education program.

***335—Methods: Teaching Foreign Language, Pre-K–12, 2 Cr.***

Emphasis on teaching strategies for language and culture. The use of instructional resources including realia, technology, building a teaching file, and the organization of classroom for instruction. It also includes curriculum development and its implementation (including Wisconsin’s Model Academic Standards). Prerequisites: 215; admission to the teacher education program.

***336—Methods: Teaching Business Education, Pre-K–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin’s Model Academic Standards), teaching strategies, use of instructional resources, the organization of classrooms for instruction, and educational research as pertinent to business education. Prerequisites: 215, admission to the teacher education program.

***337—Methods: Teaching Technology Education, 6–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin’s Model Academic Standards) effective teaching strategies, instructional resources, organization of labs and classrooms, technology education pedagogical research and applied learning practices, building a teaching file, and assessments and evaluations. Prerequisites: 215; admission to the teacher education program.

***338—Methods: Teaching Social Studies, 6–12, 3 Cr.***

Emphasis on curriculum development and implementation (including Wisconsin’s Model Academic Standards), teaching strategies, use of instructional resources, the organization of classrooms for instruction, and educational research as pertinent to social studies. Taught by faculty in the major area. Prerequisites: 215; admission to the teacher education program.

***343—Family Community Partnerships and Leadership, 2 Cr.***

This course focuses on the teacher as a leader in building partnerships with families, colleagues, and school and community resources to promote support of, and involvement in education. Topics include family systems theory, community collaboration approaches to meet the diverse needs of children and families, cultural and family diversity; administration and evaluation of programs; and effective leadership models. Prerequisite: 215.

***390—Middle Level Theory and Practice, 3 Cr.***

Study the holistic development of the early adolescent; explore structure of middle level learning environments; plan, design, and assess approaches to teaching and learning, including authentic learning, management of



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behavior and learning environments, awareness of student services. Includes 15 hours of field experience. Prerequisites: 215, admission to the teacher education program.

***400—Inclusive Early Childhood, 2 Cr.***

This course is designed to provide an overview of best practices for creating inclusive settings for families and children (birth-six years) with disabilities, developmental differences, and challenging behaviors. Issues addressed include state and federal laws pertaining to children with disabilities/developmental delays; early intervention special education services; family-centered practices; characteristics of physical, cognitive, and communicative disabilities, and behavior/social emotional disorders; serving Dual Language Learners (DLL); positive approaches to discipline/guidance utilizing evidence-based strategies that support self regulation, health social-emotional development, and address challenging behavior, and curriculum adaptations and strategies to accommodate children with differing abilities in school and community settings. A field experience of 10 hours with young children with differing abilities is included.

***401—Early Childhood Education Capstone, 3 Cr.***

Intensive field experience in the pre-K environment. Integrates prior early childhood coursework through the preparation of integrated units designed and delivered in a pre-K environment. Completed the semester before or after full-semester kindergarten/elementary student teaching. Permission of instructor required. Prerequisites: 237, 271, 276, 308, 343, 400; admission to the teacher education program; admission to student teaching.

***402—Principles of Career and Technical Education, 2 Cr.***

Overview of the history, philosophy, organization, and administration of career and technical education with emphasis on national and Wisconsin standards for career and technical education. Focus on issues, trends, and challenges facing career and technical educators. Content will include national and state recognized resources, pedagogies, standards, and contextual learning opportunities. OVAE career clusters will provide foundation for exploration of the major CTE program areas and related professional journals and organizations. Pending prior approval, this course could be applied to meet the DPI course requirements for vocational certification and possibly one of the certification requirements of the Wisconsin Technical College System. Prerequisites: 215; admission to the teacher education program.

***405—Interdisciplinary Teaching through Language Arts, 1–9, 3 Cr.***

Interdisciplinary approaches to teaching in the elementary and middle schools with a special focus on language arts, social studies, and their curriculum areas. Students design, plan, and teach units in local schools. Focus on Wisconsin's Model Academic Standards, authentic assessment techniques, team teaching, inclusion of children with special needs, and multicultural awareness. Prerequisites: 215, 280, 319; admission to the teacher education program.

***413—Assessment and Correction of Literacy Problems, 1–9, 3 Cr.***

Principles of corrective and remedial reading instruction; nature and causes of reading difficulties; diagnostic instruments and procedures; strategies and materials for correcting reading disabilities; computer-aided instruction and training; case study correlated with 15 hours of field experience. Prerequisites: 319; admission to the teacher education program.

***425—Technologies, Pedagogical Skills, Standards, and Assessment, 2 Cr.***

Confirm knowledge, skills and dispositions for technology educators; explore technology education research; evaluate Introduction to Engineering, a comprehensive survey course text for middle/secondary technology education; revisit PI34 Content Standards for Technology Education; complete a capstone assessment project. Restricted to technology education majors.

***441—Student Teaching: Early Childhood through Middle Childhood (EC-MC, grades PK-6), 3–10 Cr.***

Teaching at kindergarten/elementary level. Capstone experience typically completed in the final semester. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

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**442—Student Teaching: Middle Childhood through Early Adolescence (MC-EA, grades 1-8), 3–10 Cr.**  
Teaching at elementary and middle school levels. Capstone experience typically completed in the final semester. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

**459—Student Teaching: Early Adolescence through Adolescence (EA-A, grades 5-12), 6–12, 3–10 Cr.**  
Teaching at middle (6–8) and secondary (9–12) levels. Capstone experience typically completed in the final semester. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

**463—Student Teaching: Early Childhood through Adolescence (EC-A, ages birth-21, grades PK-12), 3–10 Cr.**  
Teaching at the pre-K–12 levels. Capstone experience typically completed in the final semester. Prerequisites: admission to the teacher education program; admission to student teaching; passing Praxis II score.

**482—Student Teaching Seminar, Pre-K–12, 2 Cr.**  
Designed to assist student teachers in integrating theory with practice through discussion and individual conferences. Special emphasis on specific aspects of the teaching profession such as contracts, career and life planning, professional organizations, resume preparation, interviews, legal rights and licensure. Prerequisites: admission to the teacher education program; admission to student teaching.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## English (ENGL)

### **099—Pre-College English, 3 Cr.**

Students who desire a semester of pre-college writing instruction may elect to enroll in ENGL 099. Highly individualized instruction helps 099 students to improve in all stages of the writing process. As they work through a sequence of formal and informal writing assignments, students will learn to more effectively invent, plan, draft, revise, and edit to correct errors in usage, syntax, grammar, and punctuation. The research and argumentation introduced in ENGL 099 prepare students for the more thorough treatment of those subjects in ENGL 103 and 104. Students in 099 are challenged to read and respond effectively to assigned texts and peer writings, building from comprehension toward critical analysis. Offered fall semester. Credits not applicable toward graduation. Credits included in term credit load for student status. Grade points calculated in the grade point average.

### **103—Composition and the Elements of Argument, 3 Cr.**

In this introduction to college writing, students travel a trajectory from expressive personal writing to purposeful argumentation. Students learn to use personal experience to engage readers and support limited claims, while also learning to read closely in order to summarize, analyze, and respond to written texts. Students gain instruction in research methods and strategies of argumentation, as well as essentials of argumentative writing such as thesis, evidence, organization, and sentence-level effectiveness. By the end of the semester students will be able to write thesis-driven arguments that integrate their own experience with sources that represent multiple perspectives on an issue. Students are introduced to research, using the Internet and the Viterbo University library. Grade of C required to pass the course. Prerequisite to all other English courses.

### **104—Composition and Literature, 3 Cr.**

ENGL 104, the second of two required composition courses in Viterbo University's general education curriculum, is a topic-based writing course. Instructors determine a topical focus for their 104 sections—topics might include the environment, immigration, health care, gender, or poverty. Within that topical framework, ENGL 104 introduces students to the conventions of literary genres such as fiction, poetry, drama, and literary

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non-fiction. Supplemental texts may be drawn from journalism, the humanities, film, and the arts and sciences. By examining literature within a wider social context, students see the relationship between art and culture, while gaining an introduction to literary studies. ENGL 104 extends the focus on argumentation, research, and the writing process established in ENGL 103. The course culminates in a research project. Prerequisite: grade of C or higher in 103.

**105—Accelerated Composition, 4 Cr.**

This first-year writing class develops students' skills in college-level argument through practice, guidance, and collaborative learning. In addition to reading texts critically, writing frequently, and completing several major assignments, students work on their writing in small group settings. Writing assignments include literary analysis and researched arguments using literary and non-literary sources. Topics or themes for the course vary. Grade of C required to pass. Prerequisite: placement.

**127—Symposium, 1 Cr.**

Spring course that brings together English majors and faculty to explore literary/cultural interests. Juniors in the course present a paper written in ENGL 455. Additionally, seniors defend a thesis written in ENGL 481.

**195—Honors Writing Seminar, 4 Cr.**

Designed specifically for students enrolled in the Honors Program, this first-year writing seminar facilitates students' development into skilled practitioners of college-level argument through practice, guidance, and collaborative learning. In addition to reading complex texts critically, writing frequently, and completing several major assignments of increasing complexity, students will work with a similar group in a lab setting on the processes of writing. Writing assignments include literary analysis and researched argument essays using sources as wide ranging as literature, visual sources, film, and scholarly articles. Topics or themes for the course vary from year to year. Restricted to students admitted to the Honors Program.

**201—News Reporting and Writing, 3 Cr.**

Introduction to basic news writing with training in methods of news gathering, reporting, and news writing. Experience in writing for *Lumen*, the bi-weekly university newspaper. Prerequisite: 104 or 105 or 195.

**204—Environmental Literature, 3 Cr.**

General overview of non-fiction, fiction, and poetry that explores the relationships between humans and their environments. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**208—The Short Story, 3 Cr.**

The course will be flexible to allow for a survey of English, European, North or South American writers, for the history of the genre, or for a thematic or topical focus. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**210—Student Newspaper Experience, 1 Cr.**

Supervised involvement in *Lumen*, the biweekly student newspaper, including researching and writing news/feature stories for publication. Weekly class meetings and discussions. Prerequisite: 201. May be repeated for credit to a maximum of four credits.

**211—Introduction to Creative Writing, 3 Cr.**

Through course readings, writing exercises, and creative compositions, this course helps students engage the conventions of three literary genres - fiction, poetry, and creative non-fiction - from the standpoint of writers. Students begin learning to channel artistic expression in order to communicate intended effects to audiences. Reflective essay assignments help students to articulate the nature of their own learning in the course. Students learn to participate effectively in a workshop setting by responding orally and in writing to the work of their peers. At the end of the course, students will have completed successful works in all three genres. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

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**212—Writing in the Liberal Arts, 3 Cr.**

This course will serve as both an introductory level liberal studies course and as a sophomore-level writing course open to any major. The course will draw on liberal studies disciplines in its examination of a theme or issue. Students will write two 10-page researched arguments and an annotated bibliography. (Equivalent to LBST 212.)

**215—Advanced Composition, 3 Cr.**

Taking up where English 103/104/105/195 leaves off, this sophomore-level writing course extends students' abilities to read, analyze, research, and develop argument. Students analyze arguments and create their own original essays. Prerequisite: 104 or 105 or 195.

**220—Survey of American Literature I, 3 Cr.**

General overview of American literature from Native American myths and legends to Emily Dickinson. The survey includes such works as Anne Bradstreet's poetry, Jonathan Edwards's sermons, Washington Irving's short stories, works by Hawthorne, Melville, Thoreau, and Whitman, and Margaret Fuller's essays. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**221—Survey of American Literature II, 3 Cr.**

General overview of American fiction and poetry from the post-Civil War to the post-World War II era, including works by such canonical authors as Twain, James, Hemingway, Frost, Eliot, Stevens, Faulkner. Attention will also be given to influential African-American, Native American, and women writers such as Hughes, Baldwin, Hurston, Cather, Erdrich, Plath. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**225—Writing in Sustainability, 3 Cr.**

This writing class develops students' college level writing skills through reading, practice, guidance, and collaborative learning. Students will analyze environmental pieces both fiction and non-fiction. In addition to reading texts critically, writing frequently, and completing several major assignments, students will work on their writing in small group settings. Writing assignments include weekly journals, application of city and county ordinances to local, state and national environmental issues, reading environmental fiction and non-fiction with the semester culminating in a self-selected research project which identifies an environmental issue in the La Crosse community and addresses a possible solution to such issue. Students will have the opportunity for field trips in the class, and guest speakers from the community. The course objectives have been developed to encourage students to become ecologically literate. Prerequisite: 104 or 105 or 195.

**227—Symposium, 1 Cr.**

Spring course that brings together English majors and faculty to explore literary/cultural interests. Juniors in the course present a paper written in ENGL 455. Additionally, seniors defend a thesis written in ENGL 481.

**231—Survey of British Literature I, 3 Cr.**

Overview of Early, Medieval, Renaissance, Restoration, and Eighteenth-Century texts, such as *Beowulf*, *The Canterbury Tales*, *Everyman*, *Utopia*, *Doctor Faustus*, and a Shakespeare play. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**232—Survey of British Literature II, 3 Cr.**

Overview of important British Romantic, Victorian, Modern, and Post-modern writers. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**233—Survey of British Literature III, 3 Cr.**

Overview of important British fiction, poetry, and drama of the modern and contemporary periods (early 20<sup>th</sup> century to the present). Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**243—Literature and the Healing Arts, 3 Cr.**

Literature and the Healing Arts examines the universal concerns of health, sickness, death, and healing through the lens of literature. Analyzing selected poems, short fiction, novels, and essays, students will examine the

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themes of suffering, sickness, healing, medical practices, death and dying, and grief. Students will also explore how literature can play an important role in healing or care giving, especially in aiding medical personnel to understand the needs of patients as unique individuals, to communicate with people who have limited medical knowledge, and to express compassion and empathy in the face of tragedy and grief. While the course benefits anyone interested in literature and the healing arts, it will be especially useful for students planning careers in the medical field. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**253—Introduction to Fiction, Poetry, and Drama, 3 Cr.**

Required for all English majors, ENGL 253 studies poetry, fiction, and drama through the lens of genre. Students learn the conventions of genre in literature and apply them to research and write literary-critical arguments. Prerequisite: 104 or 105 or 195.

**255—Introduction to Literary Studies, 3 Cr.**

English majors survey literary genres, build research skills specific to English, practice close reading, and apply two to three theoretical approaches to interpreting texts. Students analyze literary criticism and integrate MLA style with other conventions of literary analysis. Students also discuss English-related careers and plan their remaining curriculum within the major. A student who fails ENGL-255 twice will be dismissed from the English major. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**257—Literature of Work, 3 Cr.**

Course traces the cultural and historical concepts of work and working people beginning in Colonial America and Victorian England and ending with contemporary American film. Authors include Terkel, Melville, Lewis, Miller, and Marx. Prerequisite: 103 or 105 or 195.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**303—The Modern British Novel, 3 Cr.**

Intensive study of major British novels since 1900, by such authors as Conrad, Forster, Joyce, Lawrence, Ford, Woolf, Huxley, Waugh, and Greene. The course may survey a number of novelists or focus on works by one or two writers. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**307—Argumentative Writing, 3 Cr.**

Taking up where English 103 leaves off, this course examines the formal elements of argument: claims, warrants, support, induction, deduction, logical fallacies, and classical argumentative structures. Students analyze arguments and create their own in original essays. Recommended for Pre-law program. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**309—World Literature, 3 Cr.**

Study of literary texts from around the world – Africa, Asia, Central/South American, Australia, New Zealand, Canada. All regions/nations except the United States, Great Britain, Ireland and continental Europe. The course may survey multiple writers from several regions or concentrate on a single writer or region, including works by such authors as Achebe, Gordimer (Africa), Garcia Marquez (Colombia), Rushdie (India), Naipaul (Trinidad), Atwood (Canada), Mishima (Japan). Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**310—Creative Non-Fiction, 3 Cr.**

Designed for writers with experience in argumentative writing, this course introduces the larger tradition of the essay. Course readings highlight the history of the genre and focus on contemporary work in memoir, the personal essay, the collage essay, the portrait, the essay of place, and other varieties of creative non-fiction. The course emphasizes style and intention in relationship to genre conventions and audience expectations and focuses on writing as a multi-faceted process, including invention, planning, primary and secondary research, drafting, and revision. Prerequisite: 211.

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**311—Creative Writing: Fiction, 3 Cr.**

Designed for writers with experience in expository writing and interest in pursuing creative work in fiction. Students read with an emphasis on craft, intention, and effect. Students practice artistic observation, description, exposition, and narrative as they build toward finished fiction pieces in various styles. Prerequisite: 211.

**312—Creative Writing: Poetry, 3 Cr.**

Designed for writers with experience in expository writing and interest in pursuing creative work in poetry. Students read a wide variety of poetic works with an emphasis on craft, intention, effect, and varieties of meaning in poetry. Students practice artistic observation, description, figurative language, and the craft of poetic structure as they build toward finished poems in various forms. Prerequisite: 211.

**313—Travel Writing, 3 Cr.**

Designed around an international or domestic travel experience, “Travel Writing” is split into an academic session (two hours per week during the spring semester) and a travel session (two weeks in May/June). During the academic session, students will receive instruction and practice in the art of travel writing, while readings exhibit the ways that professional writers weave travel into their works. During the travel session, students gather details of history and place, while observing their own psychological and physical adaptations to traveling. Students write significant passages each day, to be read aloud and discussed during six workshop meetings held at various sites during the trip. Two weeks after our return, the completed travel writing project, incorporating material written during the travel session, is due.

English 313 allows students to take on position of the attentive observer in a new environment. Students will learn valuable new approaches to the art of writing: how to anticipate and plan writing experiences, and how to adopt the perspective of a traveler, even in native locations. Prerequisite: 103 or 105 or 195.

**319—Feature Writing, 3 Cr.**

Planning and writing of feature articles suitable for newspaper and/or magazine publication, including human interest, color, seasonal, how-to-do-it stories, profiles, narratives, essay-reviews. Emphasis on interviewing, research, information gathering techniques, story structure, style, tone, reading, and analysis of published feature articles by professional authors. Prerequisite: 201.

**320—American Renaissance, 3 Cr.**

Intensive examination of major poets, novelists and essayists of the Golden Age of American literature, including such authors as Emerson, Thoreau, Whitman, Fuller, Melville, Dickinson, Hawthorne, Poe, Stowe. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**321—American Masterpieces, 3 Cr.**

Representative works from major American writers; relationship to historical and cultural background. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**322—American Fiction since 1945, 3 Cr.**

Contemporary American fiction: its writers, themes, trends, and interrelations, in the context of important historical and cultural developments since World War II. Study of such authors as Updike, Pynchon, Oates, Moore, Carver, and DeLillo. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**324—The American Novel to 1900, 3 Cr.**

Intensive study of major American novelists of the 18th and 19th centuries - such as Rowlandson, Brown, Cooper, Hawthorne, Melville, Stowe, Twain, Howells, James, Crane - and of important literary movements such as romanticism, psychological and social realism, regionalism, and naturalism. The course may survey a number of novelists or focus on the work of one or two. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

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**325—*The American Novel to 1945, 3 Cr.***

Intensive study of major American novels by such authors as Hawthorne, Melville, James, Dreiser, Faulkner, Cather, Hurston. The course may survey a number of novels from one or more periods and traditions, or focus on works by one or two writers. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**326—*The English Novel to 1900, 3 Cr.***

Detailed examination of representative 18th and/or 19th-century British novels with a focus on understanding the assigned works within their historical and cultural contexts. This course may center on a special topic for example, the Gothic in 18th and 19th-century British fiction. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**327—*Symposium, 1 Cr.***

Spring course that brings together English majors and faculty to explore literary/cultural interests. Juniors in the course present a paper written in ENGL 455. Additionally, seniors defend a thesis written in ENGL 481. Restricted to students with junior standing.

**328—*Chaucer and His Age, 3 Cr.***

Readings in Middle English of *The Canterbury Tales*, other works by Chaucer; consideration of other important Medieval authors such as Malory and the Gawain poet. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**336—*Shakespeare, 3 Cr.***

Major comedies, histories, and tragedies studied as poetry and as drama; selections from the sonnets. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**338—*Renaissance and 17<sup>th</sup> Century British Literature, 3 Cr.***

Study of major non-Shakespearean British writers of the Elizabethan and Jacobean periods and of the English Civil War (roughly 1580–1660), including poetry, prose, and drama by authors such as Marlowe, Sidney, Spenser, Jonson, Milton, Elizabeth I, Wroth, Lanyer, and more. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**341—*Greek and Roman Literature, 3 Cr.***

Greek and Roman epic, drama, philosophical dialogues, and lyrics; background of classical mythology. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**345—*The European Novel, 3 Cr.***

Representative works of major continental novelists such as Cervantes, Flaubert, Tolstoy, Dostoyevsky, Mann, Kafka, Camus, Robbe-Grillet. Studied in English. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**346—*Women Writers to 1700, 3 Cr.***

This course focuses on a selection of 16th and 17th-century British women writers working with poetry, letters, political speeches, prose, fiction, and drama. Authors may include Elizabeth I, Wroth, Phillips, Cavendish, and Behn. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**347—*Women Writers after 1700, 3 Cr.***

Study of prose and/or poetry written by women after 1700. Attention to issues of gender, ethnicity, and social class with brief consideration of feminist literacy criticism. This course may also center on a special topic in women's literature for example, the Female *Bildungsroman*. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**354—*Western Masterpieces, 3 Cr.***

Study of major European writers from the Middle Ages to the 20<sup>th</sup> Century, including masterpieces of fiction, poetry, and drama by such authors as Dante, Moliere, Voltaire, Goethe, Baudelaire, Flaubert, Dostoyevsky, Ibsen, Mann, Camus, Beckett. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

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**360—Latin American Fiction Around the Boom, 3 Cr.**

This course concentrates on the Latin American Boom of the 1950s 1960s. In the fiction of Julio Cortázar, Carlos Fuentes, Maria Vargas Llosa, and Gabriel Garcia Marquez, students will discover the same fragmentation, recursion, self-reflexivity, and formal transgression that characterize postmodernist technique. The course will also consider the economic, political, and cultural conditions responsible for the Boom, the legacies of J. L. Borges and Alejo Carpentier, and the genre features of magical realism. The course will also sample representative women writers alongside and after the Boom, e.g., Isabelle Allende, Cristina Peri Rossi, Luisa Valenzuela, and Rosario Ferré. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**364—Formal British Poetry, 3 Cr.**

Formal British Poetry will cover poetry from the 16<sup>th</sup> through the 17<sup>th</sup> century; poets studied will include such major figures as Wyatt, Spenser, Donne, Dryden, Milton. Prerequisite: 104 or 105 or 195.

**365—Themes in Late British Poetry, 3 Cr.**

Themes in Late British Poetry will cover the modern contemporary periods – both formal and open form poetry. Poets studies will include such major figures as Wordsworth, Tennyson, Yeats, Auden, Larkin. Prerequisite: 104 or 105 or 195.

**370—18<sup>th</sup> Century British Literature, 3 Cr.**

Study of prose and/or poetry of the Neo-classical period in English literature. Focus on understanding the works within their historical and cultural contexts. This course may also center on a special topic in 18<sup>th</sup>-century literature. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**375—English Romantic Literature, 3 Cr.**

Detailed examination of the literature written in England during the first third of the 19<sup>th</sup> century with a focus on understanding the assigned works within their historical and cultural contexts. Includes analysis of non-canonical writers as well as emphasis on the major poets of the era. The course will examine at least two novels from the period and may center on a special topic in English Romanticism. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**380—Victorian Literature, 3 Cr.**

In-depth analysis of English poetry and prose written during the middle and late 19<sup>th</sup> century. Emphasis on understanding the assigned works within their historical and cultural contexts. Includes such writers as Dickens, Gaskell, Tennyson, Browning, Arnold, the Pre-Raphaelites, Hopkins, Wilde, and Hardy. Examines at least two novels from the period and may center on a special topic in Victorian literature. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**385—Modern and Contemporary Poets, 3 Cr.**

Course will be flexible to allow focus on a survey of women poets, on regional writers, on North and South American poets, or on a single theme or topic. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**390—Point of View and Narrative, 3 Cr.**

This course examines short fictions of varying points of view. The readings will cover essays in narrative theory and point of view, but the main focus of the course will be hands-on discussion of fiction in terms of point of view. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**394—Literature for Young Adults, 3 Cr.**

An analysis of selected prose and poetry especially suitable for students of middle and high school age. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

**395—English Grammars, 3 Cr.**

Different methods of describing the grammar of the English language: its phonology, morphology, syntax, and semantics, including traditional and structural grammars. Prerequisite: 104 or 105 or 195.



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**396—History of the English Language, 3 Cr.**

A study of the origins and development of the English language from its origin in the sixth Century to its continuing evolution today, including European and non-European influences on American English.

**401—Tutoring of Writing Seminar, 1 Cr.**

Provides practical training for upper division students who tutor ENGL 103 students in the Viterbo University Learning Center. Peer tutors are trained to work in an inquiry-based, collaborative mode: 1) the student writer maintains control of his/her work at all times, and 2) peer tutors guide student writers toward critical realizations by means of question asking. Peer tutors hone skills of inquiry through a number of mock-tutoring exercises. Peer tutors also spend time reviewing upcoming ENGL 103 assignments, responding to representative samples of work by ENGL 103 students, and reviewing the overall goals of the ENGL 103 curriculum. The course provides excellent practical training for students going on to work in any kind of publishing, marketing, teaching, or other work involving the collaborative production of texts. In particular, the course offers excellent preparation for students hoping to attain assistantships or fellowships to support future graduate study.

**426—Senior Thesis I, 1 Cr.**

Students research, draft, revise, and submit their senior thesis project proposal, using the senior thesis criteria in the appropriate area of emphasis. Students will identify and meet monthly with their secondary reader to develop the thesis proposal. Students practice presentations in preparation for the senior defense in the spring. Students also prepare a draft of their graduation portfolio. Restricted to English majors and students with junior standing or higher.

**427—Symposium, 1 Cr.**

Spring course that brings together English majors and faculty to explore literary/cultural interests. Juniors in the course present a paper written in ENGL 455. Additionally, seniors defend a thesis written in ENGL 481.

**440—Early American Literature Seminar, 3 Cr.**

Historically-based, intensive study of major American writers of poetry, journals, letters, autobiography, fiction, and non-fiction prose pre-1865; major emphasis in this seminar will be on poetry as a genre; research in literary criticism and theory. Designed for junior-senior English majors and minors. Prerequisite: 220 or 221.

**442—Late American Literature Seminar, 3 Cr.**

Historically-based, intensive study of major American writers of poetry, fiction, drama, and non-fiction prose post-1865; major emphasis in this seminar will be on fiction as a genre; research in literary criticism and theory. Designed for junior-senior English majors and minors. Prerequisite: 220 or 221.

**444—Early British Literature Seminar, 3 Cr.**

Historically-based, intensive study of major British writers of poetry, fiction, drama, and non-fiction prose pre-1700; major emphasis in this seminar will be on poetry as a genre; research in literary criticism and theory. Designed for junior-senior English majors and minors. Prerequisite: 231 or 232 or 233 or THTR 291.

**446—Late British Literature Seminar, 3 Cr.**

Historically-based, intensive study of major British writers of poetry, fiction, drama, and non-fiction prose post-1700; major emphasis in this seminar will be on fiction as a genre; research in literary criticism and theory. Designed for junior-senior English majors and minors. Prerequisite: 231 or 232 or 233 or THTR 291.

**455—Literature and Applied Theory, 3 Cr.**

Intensive, in-depth study of a selected literary topic or major author. Prerequisites: 255; a 200 or 300-level literature course; approval of the sophomore portfolio. May be repeated for credit.

**480—Literary Criticism and Theory, 3 Cr.**

Intensive study of influential literary theories of the past 50 years, including structuralism, post-structuralism, deconstruction, psychoanalysis, reader response, feminism, Marxism, New Historicism, and cultural studies. Prerequisite: 104 or C or higher in 105 or C or higher in 195.

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**481—Senior Thesis II, 1 Cr.**

Preparation and public defense in ENGL 427 of a senior thesis appropriate to the student's concentration in writing, literature, or pedagogy. Weekly seminar meetings and workshops. Prerequisites: 426, 455.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **English as a Second Language (ESLP)**

**090—English Reading and Writing, 1-6 Cr.**

Focuses on foundational English reading and writing skills. Exposes students to a variety of reading and emphasizes writing for clarity and ideas. Credits not applicable toward graduation. Credits included in term credit load for student status. Grade points calculated in the grade point average.

**095—English Reading and Writing, 1-6 Cr.**

Focuses on listening and speaking skills by exposing students to a variety of spoken English, including different accents, intonation, and spaces of speech so that students develop their ability to understand spoken English. Credits not applicable toward graduation. Credits included in term credit load for student status. Grade points calculated in the grade point average.

**100—College Writing, 1-6 Cr.**

Designed for international students who are planning to matriculate or immigrant students needing writing improvement. Focuses on writing reports, essays, journals, speeches and research papers, as well as on using narration, description, observing and reporting, profiling and exposition.

**105—College Skills, 1-6 Cr.**

This course focuses on preparing advanced English language students to enter U.S. university level courses effectively by emphasizing the importance of class participation, discussion and critical thinking. It will utilize material comparable to that found in general education required courses like religious studies, literature, philosophy and history. The course will cover note-taking skills as well as strategies for being a successful, balanced student.

## **Environmental Studies (ENVS)**

**101—Environmental Science, 4 Cr.**

Three hours lecture/two hours lab per week.

Introduction to basic characteristics of ecosystems and an exploration of how they are affected by the technological and social environments in which humans live. Objectives will be: 1) to understand the nature, extent and causes of environmental problems and the implications these have for life on earth; 2) to appreciate the complexity of environmental issues and the variety of perspectives from which they are addressed (e.g., scientific, social, economic, spiritual, aesthetic); and 3) introduction to major principles in biology, chemistry, and physics to further understand the dynamic ecosystem.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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**325—Environmental Sustainability, 3 Cr.**

Three hours lecture per week.

This course will explore the underlying causes of the current environmental sustainability crises, using lectures, case studies and recitation to explore and to understand the human impact on the Earth's environment and the sustainability of human culture. The student will comprehend the causes and the extent of the unsustainable use of earth's resources and the danger of the collapse of the planet's environmental support systems. Topics will include: the exponential function as it applies to human population growth and resource use; the economic and political causes of the sustainability crisis; resource use and depletion; human population dynamics; the transition from fossil fuel energy to renewable energy; feeding a hungry world; climate disturbance (causes, mitigation and adaptation); denial of human impacts on the environment; and steps towards an environmentally sustainable human society. Prerequisite: 101 or BIOL 160 and 161.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Finance (FINA)**

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**304—Money and Banking, 3 Cr.**

A study of the organization and operation of financial and monetary policy-setting institutions of the U.S. Prerequisites: ECON 101, 102.

**331—Financial Management, 3 Cr.**

A study of the sources and uses of working capital, the capital budgeting process, and management of the short and long-term financial policies of firms operating within a dynamic environment. Prerequisite: MATH 111 or placement.

**332—Investments, 3 Cr.**

A study of the structure and operation of the capital markets and the attributes of various investments such as stocks, bonds, insurance, and real estate. Prerequisites: 331 or OMGT-318; ECON 101, 102.

**355—Financing Strategies and Capitalization, 3 Cr.**

This course provides in-depth investigation of financing options and processes, interest rate structures, and supply of capital. It explores the markets for loan-able funds, techniques for acquiring funds and for determining the appropriate financing instrument for a variety of business situations. Prerequisite: 331

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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## French (FREN)

### *101, 102—Beginning French, 3 Cr.*

An introductory course for the student with no previous foreign language study. Pair work and small group activities using culturally authentic materials are used to develop skills for everyday communication with an emphasis in culture and pronunciation. Prerequisite for 102: 101.

## General Studies (GNST)

*001—General Studies*, for remedial offerings in the cooperative Associate program with Western Technical College

*186—General Studies*, for offerings in the cooperative Associate program with Western Technical College

*286, 386, 486—General Studies*, for offerings with cooperative institutions

## Geography (GEOG)

### *132—World Regional Geography, 3 Cr.*

This course is a cultural geography course that introduces students to nine to 10 world “realms” or “cultural regions” and provides information on the cultural geographic and physical-environmental characteristics of these realms. The course specifically examines world regions as they exist today, and gives students an understanding of cultural characteristics that dominate each region.

*286—Special Topics*—see page 104 for description.

*288—Independent Study*—see page 104 for description.

*486—Special Topics*—see page 104 for description.

*488—Independent Study*—see page 104 for description.

## German (GERM)

### *101, 102—Introduction to German, 3 Cr.*

An introductory course for students with no previous German study. Culturally authentic technology and print materials at the introductory level are used to facilitate communicative skills in German for everyday conversations and interactions. Emphasis in culture and pronunciation. Prerequisite for 102: 101.

## Global Study (GLST)

### *200—Off-campus Study, 12–16 Cr.*

Participation in an intercultural learning experience in the form of study abroad, service-learning experiences, or an internship. Restricted to students with freshman and sophomore standing.

*288—Independent Study*—see page 103 for description.

### *400—Off-campus Study, 12–16 Cr.*

Participation in an intercultural learning experience in the form of study abroad, service-learning experiences, or an internship. Restricted to students with junior and senior standing.

*488—Independent Study*—see page 103 for description.

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## Health Care Management (HMGT)

### ***101—Health Care Terminology, 1 Cr.***

This course provides students with a basic knowledge of the terminology used in the health care professions. Topics will include word analysis, construction, pronunciation, spelling, definition, and use of terms.

***286—Special Topics***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***306—Principles of Management in Health Care, 3 Cr.***

This course examines a wide variety of healthcare management concepts and theories designed to influence and improve the performance of healthcare organizations. The external and internal environments of organizations are identified, as well as key management functions, roles, and responsibilities (including talent management, human resource management, and succession management). Essential aspects of healthcare management are addressed.

### ***320—Health Care Policy and Delivery Systems, 3 Cr.***

This course provides a systems-level analysis of the implications of healthcare policy on issues of access, equity, affordability, and social justice in healthcare delivery. Legislative, regulatory, and financial processes relevant to the organization and provision of healthcare services are examined with attention to their impact on quality and safety in practice environment and disparities in the healthcare system.

### ***330—Legal and Ethical Issues in Health Care, 3 Cr.***

This course examines the contemporary application of legal and ethical issues involved in the management and delivery of healthcare services and health-related research. A historical overview of events and milestones that have shaped the contemporary regulatory landscape is provided. Specific topics include informed consent, medical negligence, liability of hospital and staff, medical records and disclosure of patient information, ethical billing and coding practices, end of life decisions, and medical staff credentialing.

### ***340—Financial and Economic Aspects of Health Care, 3 Cr.***

This course provides the foundations for economic evaluation and financial management in delivery of healthcare services, including principles of supply and demand. The purpose and methods of financial reporting, such as financial statements and balance sheets, are explained. Financial risk and insurance principles and mechanisms for healthcare reimbursement, including Medicare, Medicaid, and other payor programs, are presented. The course also explores the financial, political, and economic aspects of universal healthcare.

### ***375—Health Care Informatics, 3 Cr.***

The focus of this course is on the application and use of information technology to support clinical and managerial decision-making in healthcare. Emphasis is placed on information technology that supports the delivery of services, including the collection, storage, retrieval, and communication of data; information systems safeguards; ethical and legal issues; and information management that promotes patient safety and quality of care. Information literacy and basic hardware and software concepts are addressed. Fundamental software applications, including spreadsheets and healthcare databases, are considered.

### ***425—Evidence Based Health Care Management, 3 Cr.***

This course provides an introduction to the utilization of best evidence in managing healthcare issues. The curriculum emphasizes the importance of systematically integrating evidence to improve decision making and performance. Students will learn to clarify the issue surrounding decision, focus inquiry, develop strategies to gather supporting evidence in reliable literature, and solve management challenges based on the best evidence available.

### ***445—Quality Improvement in Health, 3 Cr.***

This course examines quality and safety issues within healthcare organizations. Student will be introduced to quality improvement science and risk management strategies that reduce the likelihood of injuries and financial

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loss in addition to quality management activities to assure that standards are met and to optimize the quality of healthcare. Topics include quality of service delivery, quality planning, physician-patient relationships, safety of health care, quality of health services research, health care evaluation and benchmarking, technology assessment, and clinical research related to quality of care.

**486—*Special Topics***—see page 104 for description.

**488—*Independent Study***—see page 104 for description.

**495—*Health Care Management Capstone, 3 Cr.***

The capstone provides an opportunity for student to synthesize the knowledge and skills gained from the program of study through a written paper or project. Students will complete a significant project drawing upon learning outcomes from their other healthcare management courses. This course must be taken in the student's final semester.

## **History (HIST)**

**100—*The Historian's Craft, 1 Cr.***

This course will introduce students to the discipline of history as a field of study and research. Course activities include using primary and secondary sources, and improving analytical skills related to historical study, especially the identification and critique of historical interpretations. Of particular interest is how historians research and use varied methodologies to write history. Department faculty will discuss with students their areas of expertise, interests, and careers. Required for all broad field social studies and history majors, but open to any interested students.

**101—*Western Civilization to 1600, 3 Cr.***

The story of civilization in the Mediterranean area and Europe from the earliest civilization of Egypt and Mesopotamia, through Greece, Rome, the Middle Ages, Renaissance, and Reformation to about 1600. Restricted to students with freshman and sophomore standing.

**102—*Western Civilization since 1600, 3 Cr.***

The story of civilization in the West from about 1600 to the present, including the Enlightenment; the social, political, and industrial revolutions of the 18th and 19th centuries; and the two great wars of the 20th century. Restricted to students with freshman and sophomore standing.

**105—*World History to 1500, 3 Cr.***

This thematic and comparative course surveys broad patterns of human development across cultures, the ways in which civilizations interacted, and recurring processes and problems encountered in global history up to 1500 C.E. Central themes are agricultural revolution, development of global trade networks, and the significance of disease in world history. Students will investigate social, cultural, religious, and political aspects of the different periods covered. Restricted to students with freshman and sophomore standing.

**106—*World History since 1500, 3 Cr.***

This thematic and comparative course surveys broad patterns of human development across cultures, the ways in which civilizations interacted, and recurring processes and problems encountered in global history from 1500 to the present. Central themes are the development of global trade networks, the significance of slavery in different world cultures, the foundations of the modern industrialized world, the rise of nationalism, and the effects of globalization. Students will investigate social, cultural, religious, and political aspects of the different periods covered. Restricted to students with freshman and sophomore standing.

**111—*The United States to 1865, 3 Cr.***

A survey of the political, economic, cultural, and social developments in U.S. history from Pre-Columbian America to the Civil War. Restricted to students with freshman and sophomore standing.

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**112—*The United States since 1865, 3 Cr.***

A survey of the political, economic, cultural, and social developments in U.S. history from Reconstruction to the present. Restricted to students with freshman and sophomore standing.

**153—*Introduction to Latin American History 3 Cr.***

A survey of Latin American history from Pre-Columbian civilizations to the present. The course emphasizes the complex agency of Latin American peoples in their cultural, social, political, and economic interactions.

**217—*Christianity in the Ancient World, 3 Cr.***

We begin our study with some context: the significant developments that established the social, political, economic, philosophical and religious foundations in which the Jesus movement entered. Combining the evidence from archeological discoveries with advances in scholarship made over the last two centuries in our historical and textual understanding of Christianity's origins, we gain a clearer understanding of the ancient struggle between Roman Power and the Jewish people's passionate belief in a just God. The course also surveys the diversity that existed in Christian interpretation even as "The Church" began to be constructed. The course concludes with travel to Italy for two weeks as we will experience the integration of our textual learning with archeological and historical site visits.

**218—*Christianity in the Ancient World, 3 Cr.***

Same as 217 without the travel and study abroad.

**220—*The City in History, 3 Cr.***

This course examines and traces the evolution of a specific urban center chosen for study by the instructor. Whether organized chronologically to investigate the social, economic, cultural, and political processes that shaped urbanization and urbanism and the human responses to them, or thematically to examine the city as political capital, entrepôt, cultural center, or as financial hub, to name a few possibilities, cities are human creations at the center of civilization. This course includes a period of travel and study in the chosen city and its environs. May be repeated for credit if the city chosen for study and travel is different.

**221—*The City in History, 3 Cr.***

This course examines and traces the evolution of a specific urban center chosen for study by the instructor. Whether organized chronologically to investigate the social, economic, cultural, and political processes that shaped urbanization and urbanism and the human responses to them, or thematically to examine the city as political capital, entrepôt, cultural center, or as financial hub, to name a few possibilities, cities are human creations at the center of civilization. This course does not include travel or study abroad.

**247—*World of Ideas, 3 Cr.***

This course examines significant concepts in the letters and sciences. Students will read seminal works and contemporary commentary. The interdisciplinary emphasis invites students to reflect upon the timelessness of these ideas throughout history and in their own life and times.

**254—*History through Film, 3 Cr.***

This course uses film and relevant texts to study themes in history. The course will critically analyze how the histories of peoples, nations and culture, as well as political, economic, cultural and social conflicts are portrayed and worked out in popular films. Students will develop critical thinking skills and learn to read films as historical and cultural texts.

**286—*Special Topics*—see page 104 for description.**

**288—*Independent Study*—see page 104 for description.**

**295—*Islam and Christianity in the Middle Ages, 3 Cr.***

A study of the three great religions/civilizations of the Mediterranean region in the middle ages—Islam, Byzantine Christianity, and western Christianity—from about 400-1500, focusing on their basic beliefs and religious practices, and their economic, social, political, and cultural characteristics. It also studies the points of

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contact and conflict among the civilizations, including the crusades, the Reconquista, and the Islamic intellectual influence on Western Europe through Sicily and Spain. The role and experience of the Jews through the centuries are also explored.

***304—The Holocaust, 3 Cr.***

A study of the development and implementation of the genocide known as the Holocaust. The course considers events in post-WWI Europe, investigates the roles of specific nations during the inter-war period and WWII, and concludes with the liberations of “the camps” and the creation of Israel in 1947–48.

***308—The Vietnam War, 3 Cr.***

The course traces the evolution of American involvement that culminated in a major land war in Asia, examines American and Vietnamese goals in Vietnam, analyzes the divisive impact of the war upon American politics and society, and assesses the consequences and lessons of the Vietnam War upon the American body politic.

***311—The 1960s: Liberation and Reaction, 3 Cr.***

This course covers the social, political, and cultural history of 1960s America. The course examines the political consensus of the 1950s and its breakdown in the 1960s. It also examines the various cultural and social movements of the decade and concludes by analyzing the resurgence of conservatism in the early 1970s.

***315—Building a New Europe, 3 Cr.***

This course analyzes the political developments in Europe since World War II. After examining the Cold War, focus shifts to the process of political and economic integration that has created the European Union. Examples are drawn from the leading nation-states on the European continent with a focus on Great Britain.

***330—Early Modern Europe, 1600-1815, 3 Cr.***

Modern European civilization in its transformation from religious to more secular and material perspectives: the birth of political absolutism and constitutionalism; the rise of science and the age of Enlightenment; the first great secular political revolution of modern times, the French Revolution.

***335—Ideas in European Society, 3 Cr.***

The history of Europe from the French Revolution to World War I (1789–1914), focusing on the role of ideas in the social and political changes of the time, including the rise of industry; the spread of democracy; the development of liberalism, nationalism, socialism, Marxism, imperialism, and national competition leading to war.

***342—Atlantic Revolutions, 3 Cr.***

This course will focus on the Atlantic Ocean and the four continents surrounding it – Africa, South America, Europe, and North America – to compare the connections, discontinuities, and possible trends from the late 1600s through mid-1800s. After examining the exchange of people, ideas, and good in the Atlantic systems after Columbus and ensuing networks of trade, slavery, and empire, the central part of the course will focus on the great revolutions which transformed the Atlantic world: the American, French, and Haitian Revolutions.

***344—The Enlightenment, 3 Cr.***

This course examines the main themes of the European Enlightenment, the conceptual and cultural revolution that transformed Europe between 1680 and 1800. Among the results of this upheaval are the birth of modern science, the development of representative democracy, a series of wars, and the birth of modern commercial society. The Scottish Enlightenment and eighteenth-century America will receive special attention. The principal objective is to understand the birth of the modern mind in the dilemmas and debates of this remarkable era.

***346—Colonial America to 1763, 3 Cr.***

This course explores topics in early American history from 1492 to the conclusion of the French and Indian War. Areas include European exploration in North America, the Atlantic exchange, free and forced migration, political, religious, and military relationships among American Indians, Europeans, and Africans, patterns of



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settlement, strategies of cultural adaptation, and the development of a uniquely American culture within the British Empire.

***347—Civil War and Reconstruction, 1850-1877, 3 Cr.***

This course describes and analyzes the causes, character, and consequences of America's greatest crisis. The time period is from the sectional crisis of the late antebellum period of the 1840s to the end of Reconstruction in 1877. The class will examine the roots of sectional conflict, the course, conduct and consequences of war, and the efforts to reconstruct the nation. The goal will be to understand how and why events happened as they did, whether the fundamental conflicts of the war were solved by Reconstruction, and why the Civil War has occupied such an important place in American history and memory.

***349—U.S.-Mexico Borderlands, 3 Cr.***

This course examines the border, or boundary, between Mexico and the U.S. We will seek to connect the border's historical origins with contemporary border issues. The course will examine the forces, policies, people, and events that produced the border as a "middle ground" of contact, conflict, and accommodation that occurs when two or more cultures come into contact with one another.

***351—The American West, 3 Cr.*** An analysis of the American West as both place and processes. Topics include western myths and realities, Native American-Euroamerican relations, environmental, economic, and political transformations, and western social relations. Prerequisite: three credits of HIST or junior standing.

***352—Women in American History to 1900, 3 Cr.***

This course explores the ways in which women in American have experienced and given meaning to their history from 1500-1900. This thematic analysis of the cultural roles and the social realities of American women examines such topics as family and private life, work and the economy, and community and public life.

***353—Women in American History since 1900, 3 Cr.***

This course explores recent U.S. history through the eyes of women. It analyzes how gender roles have changed over time by race, class, and culture. It examines women's experience in the family, religious, political, and social organizations. Topics of interest include the suffrage movement, settlement houses, prohibition, the labor movement, women in war and peace, and modern feminism.

***354—American Environmental History, 3 Cr.***

An analysis of the ways in which Americans have interacted with their natural environment over time: population pressures on the land, the impact of the market economy, technology, social structures and social relations involved in the use, exploitation, and conservation of a particular natural resource, and human attitudes toward the environment.

***355—Women's Work: Gender and Labor in U.S. History, 3 Cr.***

This class examines women as an economic force in American history. Topics will include women's unpaid and paid domestic work, women and industrialization, the growth of labor unions, female-dominated professions, and opportunities for women in higher education. Feminist frameworks of recognizing women's search for gender equality will inform the analysis of the role of race, class and ethnicity in creating sexual divisions of labor.

***359—The 20th Century, 3 Cr.***

A study of selected themes and topics in the history of the 20th century.

***370—Asia in the Modern World, 3 Cr.***

The history of the three major states and societies of Asia—China, Japan, and India, since 1750, including the coming of the West, the heyday of imperialism, nationalist stirrings and responses, and the 20th century transformations.

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**373—History of South Africa, 3 Cr.**

The course will consider the patterns of colonization, examples of cooperation and conflict between the various groups that came into contact in South Africa, strategies of resistance to imperial control, and connections to the broader global networks of trade, imperialism, slavery, and discovery. Special attention will be given to the topics of violence, assimilation, and institutionalized racism during the colonial imperial, and post-colonial periods of South African history.

**380—Women, Men, Love, and Family, 3 Cr.**

A study of the role of women and the relationships between women and men in Western society, from the ancient Greeks to the present, including the prominent gender roles, the attitudes toward sexuality and love, the patterns of sexual behavior, and the patterns of family life. Prerequisite: three credits of HIST or junior standing.

**385—The History of Medicine, 3 Cr.**

This course presents an introductory survey of the history of western medicine, the evolution of the major doctrines of health and illness, and the changing position of health care providers in society during the past 2500 years. It examines the ancient Greek innovations in healing, the medieval rise of hospitals and the changes to medicine brought about by the Scientific Revolution. The course culminates with the professionalization of medicine and the rise of the modern hospital system.

**465—Seminar I, 3 Cr.**

Study of the nature of history and of historical research techniques.

**466—Seminar II, 2 Cr.**

Preparation, composition, and presentation of an historical research paper or project.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Honors (HONR)**

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**355—Honors Seminar: Humanities Symposium, 1 Cr.**

Seminar course offered every spring for students enrolled in the honors program. Students will attend the humanities symposium hosted by the School of Letters and Sciences. In addition, the honors students will assist in leading a discussion for the public on the topic. The topic for the symposium changes every year. There will be scheduled course meetings prior to and after the symposium for discussions related to the symposium topic. Restricted to students enrolled in the honors program; and those with junior standing or higher. May be repeated for credit. May be taken as CR/NC.

**356—Honors Seminar: Ethical Leadership, 1 Cr.**

Seminar course offered every fall for students enrolled in the honors program. Students will attend lectures and discussions that are presented by the D.B. Reinhart Institute on Ethics in Leadership. These lectures address ethical issues in a variety of settings, including business, health care, science, religion, politics, and technology. In addition the course will meet once a week to discuss the lectures, and learn more about upcoming speakers. Restricted to students enrolled in the honors program; and those with sophomore standing or higher. May be repeated for credit. May be taken as CR/NC.

**486—Special Topics**—see page 104 for description.

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**488—Independent Study**—see page 104 for description.

**499—Honors Senior Seminar, 1 Cr.**

Capstone course for honors students offered every spring. Students will finalize their honors portfolios for review by the honors committee. In addition, students will present to the group results/summary of an individual research/creative project, a project in an upper-level course, internship or study abroad experience. Restricted to students enrolled in the honors program; and those with junior standing or higher.

## **Individualized Learning (INDV)**

**288—Independent Study**—see page 104 for description.

**300—Introduction to Prior Learning Assessment, 1 Cr.**

During this course, students in the Bachelor of Individualized Learning program will develop their individual plan for completing the degree. Students will be introduced to the concept of credit for prior learning assessment and develop a portfolio of their past personal and professional learning experiences. At the end of the course, students are able to submit their portfolio (pay the portfolio fees) for faculty review and possible credit. This course is open to students in other majors (undergraduate or graduate) who want to develop a credit for prior learning portfolio.

**488—Independent Study**—see page 104 for description.

## **Information Systems (INFO)**

**150—Integrated Software Applications, 3 Cr.**

This course focuses on the development of competency in the use of a current integrated software suite. Students complete lab assignments in commonly used applications including word processing, spreadsheets, databases, and graphics presentations applications.

**200—Management Information Systems Concepts, and Applications, 3 Cr.**

This course investigates the role of information systems in business operations, management decision-making, and the strategic success of organizations. The course prepares students for working in information-rich, networked world of business and introduces students to a variety of technical applications used for business communication and problem solving. Learners will research current topics pertinent in today's information technology revolution.

**220—Essentials of Information Technology, 3 Cr.**

This course will provide students with an overview of key skills used within the field of information technology. Learners will explore: common aspects of information security, an overview of networking fundamentals, web development, and basic programming techniques. Coverage will include both theory and practice. Prerequisite: MGMT 210.

**230—Object-oriented Programming Concepts, 3 Cr.**

This course is an introduction to the concepts of computer programming. The focus of this course is the proper and efficient way to design, debug, and test applications utilizing an event-driven, object-oriented language. Problem-solving techniques that will be used in advanced information systems courses and the professional environment will be introduced. Basic programming control structure methodology will provide the foundation necessary to design programs needed in the workplace. Prerequisite: 200 or MGMT 210.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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**303—Advanced Excel, 1 Cr.**

Effective use of Excel's advanced features allows for powerful data analysis. In this course, students develop skills in using advanced techniques including scenarios and data tables, consolidating and importing external data, conditional formatting, pivot tables, and custom controls.

**310—Data Communications and Networking, 3 Cr.**

This course provides the basic understanding of data communications and network systems needed in today's business environment. The range of material covered will include an overview of local area networks, wide area networks, protocols, topologies, transmission media, and security. The learner will obtain a strong fundamental understanding of the principles of data communication. Prerequisite: 200 or MGMT 210.

**320—Information Security I, 3 Cr.**

This course will provide the student with an overview of the field of information security and assurance. Students will be exposed to all aspects of security activities, methods, methodologies, and procedures. Coverage will include inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-incident procedures, technical and managerial responses and an overview of the information security planning and staffing functions. Prerequisite: 310.

**340—E-commerce Development and Implementation, 3 Cr.**

This course develops knowledge and practical skills relevant to e-business. Learners will concentrate on business and technical elements of electronic commerce. Learners are introduced to both the theory and practice of ecommerce. Also covered are the underlying business promises of e-business activity and technical details of a successful implementation. Prerequisite: 200 or MGMT 210.

**350—Database Management Systems I, 3 Cr.**

Learners are introduced to relational database concepts, terminology, and theory with a focus on the importance of effective data management to the strategic success of an organization. Learners will understand and apply the concepts of database normalization, entity relationship, structured query language (SQL), and application design. Prerequisite: 200 or MGMT 210.

**400—Systems Analysis and Design, 3 Cr.**

This course is a comprehensive study of procedures and techniques for developing technology-based enterprise-wide information systems in today's organizations. Learners will gain a better understanding of the roles and responsibilities of systems analysts and other stakeholders as well as investigate complex management decisions through feasibility analyses, data analysis, design strategy, process modeling, and requirements definition. Prerequisite: 200 or MGMT 210.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Integrated Studies (INST)**

**288—Independent Study**—see page 103 for description.

**495—Colloquium II, 3 Cr.**

This course is both a continuation of INST 395 and the culmination of the BS/BA in integrated studies. The purpose of the course is to assist students in designing and completing a research project that integrates the focus and support areas of their integrated studies major. Students will design and implement the components of the research process, including a proposed title, the development of a problem statement and rationale, research questions for investigation, a working hypothesis, and an annotated literature review. Students will synthesize and apply the knowledge they have attained through their coursework, reflect on their academic

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experience and career goals, execute an original research project, and disseminate the results in a presentation. Prerequisite: 395.

**488—Independent Study**—see page 104 for description.

## Interpreting Studies (INTP)

**288—Independent Study**—see page 104 for description.

### **301—Introduction to Interpreting Principles, 3 Cr.**

This course introduces students to principles of interpreting including the understanding and knowledge of the three different modes of interpretation, its code of ethics, theoretical aspects of the discipline of interpretation and their implications in the interpreting process. Prerequisite: grade of B or higher in 305 or entry exam for the interpretation certificate program.

### **444—Intercultural Competence and Ethics in Interpreting, 3 Cr.**

This course is structured to facilitate the observation, recognition, and assessment of facts and overall patterns of the contexts for the behavior and actions of individuals, families, and communities within and across cultures in order to promote appreciation, respect for differences, and effective communication. This course will also explore the role of ethics and ethical behavior when depicted against cultural and or spiritual beliefs. Prerequisite: 301 or concurrent.

### **452—Seminar in Legal Interpreting, 3 Cr.**

This is an intensive, highly student-directed hybrid seminar in legal interpreting. The course will cover different aspects of court interpreting as a profession, including the training needed, job opportunities and sources of work, standard business practices, free-lance status versus staff interpreting, extensive practical work in the three modes of interpretation used in the courtroom, the professional code of ethics, and professional development activities. The course aims to prepare students to interpret between Spanish and English by fostering awareness of the different nature of interpreting in legal settings, providing grounding in basic legal language and courtroom procedure. Prerequisite: 301 or admission to interpretation certificate program.

### **456—Seminar in Medical Interpreting, 3 Cr.**

This is an intensive, highly student-directed hybrid seminar in medical interpreting. The course will cover different aspects of medical interpreting as a profession, including the training needed, job opportunities and sources of work, standard business practices, free-lance status versus staff interpreting, extensive practical work in the three modes of interpretation used in the medical context with special emphasis on consecutive interpretation, the professional code of ethics, and professional development activities. The course aims to prepare students to interpret between Spanish and English by fostering awareness of the different nature of interpreting in medical settings, providing a panoramic overview of biomedical culture in the U.S., U.S. health care systems, body systems and anatomy, and medical terminology. Prerequisite: 301 or admission to interpretation certificate program.

### **481—Interpretation Practicum, 1 Cr.**

The interpretation practicum is designed to bridge the gap between theory and practice by offering students the opportunity to practice and consolidate the sight translation, consecutive and simultaneous interpretation strategies that they have been learning in their coursework. The practicum, tailored to reflect the specific needs and skills of the student, also plays a key role in preparing interpreters for future interpreting work in a variety of settings. In close collaboration with selected community partners, students will engage in supervised field work, and will integrate and reflect upon their educational, personal and professional experiences. Prerequisite: 301.

**488—Independent Study**—see page 104 for description.

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## Italian (ITAL)

### ***101, 102—Introduction to Italian, 3 Cr.***

An introductory course for students with no previous Italian study. Culturally-authentic technology and print materials at the introductory level are used to facilitate communicative skills in Italian for everyday conversations and interactions. Emphasis in culture and pronunciation. Prerequisite for 102: 101.

### ***201, 202—Intermediate Italian, 3 Cr.***

This is a continuation course of Italian using culturally-authentic technology and print materials at the intermediate level. This course facilitates communicative skills in Italian for everyday conversations and interactions. Emphasis in culture and pronunciation. Prerequisite for 201: grade of C or higher in 102 or departmental exam. Prerequisite for 202: grade of C or higher in 201 or departmental exam.

## Latin American Studies (LASP)

### ***200—Introduction to Latin American Studies, 3 Cr.***

This course will give students theoretical tools to understand Latin America from an interdisciplinary perspective. Using a wide range of cultural products, we will seek to understand the region beyond a descriptive approach by taking a closer look into its socio-historical formation. Among others, we will examine issues of class, race, and gender as well as political tradition and intellectual history.

***287—Internship***—see page 104 for description.

### ***312—U.S. Hispanic Cultures, 3 Cr.***

Life and culture of the Spanish-speaking populations in the U.S. This course focus is on the social, economic, political, historical, and religious issues that these populations confront within themselves and in relation to other cultural groups. Taught in English. Students may not receive credit for both LASP 312 and SPAN 312.

### ***316—U.S. Latino Literature, 3 Cr.***

Contemporary literature of men and women from primarily the Mexican-American, Cuban-American, and Puerto Rican-American cultures. This course will focus on the poetry, prose, fiction, and non-fiction writings reflecting the current cultural realities of these groups. Taught in English. Students may not receive credit for both LASP 316 and SPAN 316.

### ***336—Perspectives of Latin America Thru Film, 3 Cr.***

This course has been designed to introduce films focusing on the social, historical, and political dimensions of Latin America during the last three decades. The core of the course will be devoted to the examination of recent Latin American films and documentaries that reflect on contemporary issues such as dictatorships in the 20th century, neoliberal reforms, social movements, and immigration. This course is offered in English. Audiovisuals materials are in Spanish with English subtitles. Prerequisite: 100 and/or HIST 153 recommended. (Equivalent to SPAN-336.)

### ***350—Health Care in Latin America, 3 Cr.***

The purpose of this course is to explore health care in Latin America. The historical, social, economic, and political factors influencing health care quality, access, and cost will be discussed. Topics will include a global health perspective, an overview of Latin American health care, and a focus on health care in specific countries. Both Western medicine and indigenous health practices will be addressed.

***487—Internship***—see page 104 for description.

## Liberal Studies (LBST)

### ***212—Writing in the Liberal Arts, 3 Cr.***

This course will serve as both an introductory level liberal studies course and as a sophomore-level writing course open to any major. The course will draw on liberal studies disciplines in its examination of a theme or

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issue. Students will write two 10-page researched arguments and an annotated bibliography. (Equivalent to ENGL 212.)

**286—*Special Topics***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**340—*Interdisciplinary Perspectives, 3 Cr.***

An intentionally interdisciplinary course taught using two liberal studies disciplines that models interdisciplinary work at an intermediate level of interdisciplinary writing and research.

**399—*Thesis Proposal, 1 Cr.***

Intermediate level interdisciplinary writing and research methods class designed to help liberal studies majors develop a thesis proposal.

**486—*Special Topics***—see page 104 for description.

**488—*Independent Study***—see page 104 for description.

**499—*Liberal Studies Capstone, 2 Cr.***

The purpose of the course is to assist students in completing a senior capstone project that integrates the two major areas of study in their BLS degree program. In addition to the written paper, an oral presentation or poster presentation at the Seven Rivers Undergraduate Research Symposium in the fall semester or Scholar's Day in the spring semester is required.

## **Management (MGMT)**

**140—*Ethical Business Practices and Effective Oral Communication, 3 Cr.***

This course provides an overview of the business world in general and a specific look into the Dahl School of Business' view that business can be a powerful force for positive change in society. Students will be introduced to the concepts of values-based leadership, ethics, corporate social responsibility, and sustainability. Using these concepts, students learn to give effective oral presentations in professional settings. The course is guided by a theoretical framework that emphasizes strategic communication choices, expansion of communication styles, and adaptation to others within communication contexts. Students will give a minimum of two presentations in this course. In the course of doing these presentations, students develop outlines, create speaking notes, adapt content, and design and use supplementary materials.

**210—*Management Systems Concepts and Applications, 3 Cr.***

This course investigates the role of information systems in business operations, management decision-making, and the strategic success of organizations. The course prepares students for working in the information-rich, networked world of business and introduces students to a variety of technical applications used for business communication and problem solving. Prerequisite: ENGL 103 or 105 or 195.

**230—*Managerial Statistics, 3 Cr.***

This course demonstrates the use of application of statistics in business environments to inform decision-making. The course focuses primarily on statistical approaches to summarize data and make inferences about a population based on sample data. Specific topics include graphical descriptions of data, descriptive statistics, hypothesis testing about means and proportions, hypothesis testing for differences in means among groups and simple and multiple linear regression. Course emphasis is on real world application, drawing examples from multiple business settings and sectors. This course makes use of Microsoft Excel so that students will be able to apply the techniques with technology that is available in most workplaces.

**243—*Interpersonal Management Skills, 3 Cr.***

This course focuses on development of interpersonal management and communication skills necessary for leadership success. Designed to prepare students for effective collaboration on teams, the course format

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provides ample opportunities to practice skill building in a safe learning environment. Topics include the theory and practical application of: leadership, effective communication, listening, feedback, coaching/persuading, goal setting, resolving conflict, time and stress management.

**286—*Special Topics***—see page 104 for description.

**287—*Internship***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**300—*Business Reporting, 3 Cr.***

This course incorporates skill building in written communication and information literacy. Assignments cover many aspects of business writing, including constructing clear, concise emails and memos to the writing and research processes for a formal business report. Prerequisites: C or higher in ENG 104 or 105 or 195.

**305—*Project Management, 3 Cr.***

This course addresses project management from a management perspective. Focus is placed on the problems of selecting, initiating, operating, and controlling projects. Learners will be introduced to proven project-management processes, broadly tested techniques, and solid approaches to the successful management of projects in varying sizes and degrees of complexity. Upon completion of the course, learners will understand fundamental management concepts that will remain foundational.

**320—*Principles of Entrepreneurship, 3 Cr.***

This course provides an overview of the management practices and styles unique to small businesses. This includes the impact of the entrepreneur and small businesses on the economy, new business formation, financing the new venture, e-commerce startups, and managing growth of the new firm. It will discuss intrapreneurship as well as entrepreneurship.

**325—*Professional and Personal Branding, 2 Cr.***

This branding course focuses on branding YOU. It will be delivered in an experiential seminar format that uses directed discussion and cooperative learning to define a student's personal brand and develop clarity for those who do not have college or career objectives. It is a skills based course that includes topics such as identifying strengths, networking skills, learning to be a good mentee, communication skills, dressing for success, personal health, and managing your career. Students will develop a personal marketing plan which will include the development of a personal brand, resume, and networking strategy.

**330—*Systems Thinking and Change Management, 3 Cr.***

This course fosters skills for systems thinking and systems dynamic modeling useful to chart pathways for sustainable human development and pathways within various organizations. Objectives, fundamentals and implementation of organizational change management will be developed. Strategies for overcoming obstacles to change will be discussed. Prerequisite: 341. (Equivalent to SUST 330.)

**341—*Principles of Management and Organizational Behavior, 3 Cr.***

The focus of this course is to develop a strong understanding of managerial planning, organizing, implementing, and controlling as well as principles of organizational behavior. Topics include management theory and practice, motivation, personality, individual and group behavior, and organizational culture. Prerequisite: 243.

**342—*Human Resource Management, 3 Cr.***

This course provides an overview of all areas of human resource management (HRM). Students will examine and apply a variety of human resource management topics spanning the three major areas of HRM: staffing, development, and maintenance. Prerequisite: 243.



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***363—Nonprofit Organizations, 3 Cr.***

The purpose of this course is to provide an introduction to and overview of nonprofit organizations and of the environments in which these organizations operate. It includes an examination of nonprofit leadership and the skills required for effective nonprofit management.

***375—Leadership, Power, and Influence, 3 Cr.***

This course develops leadership skills through exploration of various theories on leadership analyzed through the use of power and influence in each. Students examine ethical influence processes in organizations to develop effective techniques for influencing others. Prerequisite: 341 or COMM 310.

***379—Ethics and Technology, 3 Cr.***

This course incorporates philosophical ethics, information technology case examples, research, and a project to investigate the ethical and human dimensions of Information Technology within organizations and in society. Learners will examine the ways in which traditional philosophical concepts and theories apply (or don't apply) to the world of information technology, and will explore topics such as intellectual property, privacy, risks and liabilities, and professional ethics. Prerequisite: 210 or INFO 200. (Equivalent to OMT 379.)

***385—Women as Leaders, 3 Cr.***

The major theme of this course is women's leadership. The unique leadership style of women is explored, analyzed, and developed. The value of women's leadership in organizations is acknowledged: including business, civic, domestic, education, and health. A brief historical account of women's work and cultural trends sets the tone for the course.

***395—Social Problems in the Workplace, 3 Cr.***

This course presents an analysis of major contemporary social problems, especially in the U.S. Particular attention is given to the problems of poverty, racism, sexism, drug and alcohol abuse, and illiteracy, and their impact on the contemporary workplace. Consideration is given to diverse sociological perspectives regarding the causes, consequences, and solutions to these problems. (Equivalent to SOCL 395.)

***396—Diversity in the Workplace, 3 Cr.***

We live in a world that grows more diverse everyday. It is for this reason, essentially that we develop a deeper understanding of the value in becoming culturally competent individuals and organizations. This class seeks to broaden the thinking of participants using a variety of concepts and tools to explore the complexities of this often controversial topic. This course will highlight the dynamics of diversity: the problems, challenges, and opportunities.

***447—Production and Operations Management, 3 Cr.***

This course analyzes operating decisions commonly encountered in the production process. A study of quantitative scientific management techniques, including decision tree analysis and linear programming, with a strong orientation towards application. Topics include forecasting, inventory planning, aggregate planning and scheduling, plant layout, quality improvement, waste reduction, methods analysis, and work measurement. Case studies and projects are employed to provide practical applications of the topics discussed. Prerequisite: MATH 270.

***448—Organizational Behavior and Development, 3 Cr.***

A study of individual and group behavior in organizations covering topics such as social styles, personality, work-related attitudes, job satisfaction, motivation, networking, teams, communication, decision-making, leadership and culture. Prerequisite: 341. (See SOCL 448)

***449—Global Strategic Management, 3 Cr.***

An integrative course stressing the holistic view of organization leadership and management. A study and application of the techniques used to complete strategic audits of industries and companies to assess complex business problems and opportunities and to develop, implement, and control strategies to achieve organizational objectives. Prerequisite: FINA 331. Restricted to students with senior standing.

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**457—Major Field Test Review, 1 Cr.**

This course assists students in their preparation for the Major Field Test (MFT) and includes preparation and review questions in the eight content areas of the MFT: accounting, economics, finance, management, quantitative analysis and information systems, marketing, and the legal/social environment of business. This course meets one hour per week; outside work is also required. International business issues are included across the seven modules listed above. Must be taken concurrently with MGMT 449. Restricted to students with senior standing. Graded CR/NC.

**474—Systems Thinking and Leadership Seminar, 3 Cr.**

This seminar is designed to build advanced knowledge and skills relating to complex problem solving and organizational change. Through focused discussion, students will utilize a range of theoretical approaches (e.g. leadership theory, systems thinking, complex adaptive systems, creativity and innovation, change management, and organizational development) to investigate emerging issues or practices affecting the current business environment. Prerequisite: 341.

**481—Field Practicum, 4 Cr.**

Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with management professionals. This course combines 10-15 hours per week of on-site field experience with one hour of class time weekly. Students are placed with organizations which permits the student to interact with management professionals in their workplace. Selecting a site is a shared responsibility among the student and the instructor. Students may be required to attend information sessions during the semester prior to the start of their practicum. Consent of the instructor required.

**485—Research Methodology in Business, 3 Cr.**

The purpose of this course is to develop skills necessary for students to conduct original quantitative and qualitative research. This course teaches students to design a research question, find literature to motivate and support new research, and develop testable hypotheses. Furthermore, this course develops students' quantitative skills in order to apply appropriate statistical methods to answer research questions. Topics in statistics include hypothesis testing, nonparametric methods, analysis of variance, and multiple regression analysis. By the end of the course, students will have conducted their own unique research and described and defended their projects in writing and through a formal oral presentation. For those moving on to the Master of Business Administration program, this project will be the starting point for the master's thesis. Prerequisite: 230 or OMGT 305 or acceptance into the M.B.A. program.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**490—International Business, 3 Cr.**

This course focuses on conducting business on a global level. Students will evaluate the history and dynamics of global industries, global competition, and global strategies and examine topics such as international cooperation among nations, national trade policies, international marketing, technology, as well as the ethical and social responsibility challenges of global businesses. The roles of various stakeholders including the international institutions such as World Trade Organization, will be analyzed. Case studies will be used to analyze the impact of complex global factors on the management of multinational operations.

In some semesters, students will have the unique opportunity to experience field research in the country of focus. This 7-to 14-day trip will expose students to culture, geography, business practices of an emerging market and to a different academic environment. Students will gain an appreciation for both formal business aspects and informal social aspects of conducting business in another country.

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## Marketing (MKTG)

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

### **351—Principles of Marketing, 3 Cr.**

This course will introduce learners to marketing by providing a comprehensive overview of its function. The marketing concept and relationship to value will be used to provide context to the varying components of the marketing mix. An ethical and global approach to marketing principles will be embedded within each unit of study. Prerequisites: ECON 101 or 102, ENG 103 or 105 or 195.

### **352—Buyer Behavior, 3 Cr.**

The study of buyer behavior will seek answers to the question of what motivates and influences purchasing decisions. Focus will be on the process individuals and groups take in making purchasing decisions, and what steps sellers can take in an attempt to influence those decisions. Projects with area businesses will support learning in this course. Prerequisites: 351.

### **353—Market Research, 3 Cr.**

In this application-based course, students investigate the role of research in the marketing decision making process. Topics include designing, conducting, and evaluating primary and secondary research using quantitative and qualitative methodologies. Prerequisite: 351.

### **354—Social Media and Innovative Marketing, 3 Cr.**

This course will use an analytical approach to marketing strategy that leverages the power of technology. Emphasis will be placed on applied marketing applications such as social media and internet marketing. Creative decision making using customer relationship management systems (CRM) and analytical software will also be incorporated.

### **356—Professional Selling, 3 Cr.**

This course provides an introduction to the principles of professional selling and the roles and responsibilities of the professional salesperson. Using a skills-based approach to selling and relationship building, the course emphasizes effective interpersonal communication skills, including written proposals and oral presentations, throughout the sales process. The skills developed in this course are keys to success for students pursuing any major or career. Prerequisite: 351.

### **420—Advanced Professional Selling, 3 Cr.**

This course further develops the topics introduced in the first professional selling course. Through case studies and role playing, students will explore theory and practice skills necessary for understanding and managing relationships, building credibility and trust, managing personal productivity, and preparing for and executing negotiations. Prerequisite: 356.

### **450—Integrated Marketing Communications, 3 Cr.**

A comprehensive study of the theories and practices used to promote products, services, and ideas through various mediums emphasizing the development, implementation, and evaluation of varying marketing communication tools. This course takes an integrated approach to the function of the promotional mix variables in developing marketing plans and strategies by working with an area business to help with its marketing related needs. Prerequisite: 352.

### **451—Marketing Practicum, 4 Cr.**

Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with marketing professionals. This course combines 10-15 hours per week of on-site field experience with one hour of class time weekly. Students are placed with organizations which permits the student to interact with marketing

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professionals in their workplace. Selecting a site is a shared responsibility among the student and the instructor. Students may be required to attend information sessions during the semester prior to the start of their practicum. Consent of instructor required.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## Mathematics (MATH)

### **081—Just In Time Algebra Lab, 1 Cr.**

This course is designed to provide additional support for students enrolled in MATH 111 whose placement score indicates they would benefit from extra support. The course will meet in a laboratory environment for one hour per week and will look in detail at topics as they are coming up in MATH 111. Graded credit/no credit. Credits not applicable toward graduation.

### **083—Just In Time Statistics Lab, 1 Cr.**

This course is designed to provide additional support for students enrolled in MATH 130 whose placement score indicates they would benefit from extra support. The course will meet in a laboratory environment for one hour per week and will look in detail at topics as they are coming up in MATH 130. Graded credit/no credit. Credits not applicable toward graduation.

### **091—Elementary Algebra, 1 Cr.**

Math study skills. Introduction to statistics. Pre-algebra topics. Solving linear and multivariable equations. Graphing linear equations and inequalities. Ratio, rate, and proportion. Real number system, properties, and order of operations. Area and perimeter of rectangles, areas, and circles. Algebraic problem solving. Exponents and radicals. Factoring polynomials, algebra of rational expressions, solving equations by factoring. Credits not applicable toward graduation. Graded CR/NC on the Viterbo campus. Graded with Letter grades for face to face associate degree students on the WTC campus.

### **111—Intermediate Algebra, 3 Cr.**

This course covers a review of basic algebra, linear equations and graphing linear functions, systems of linear equations, exponents and logarithms, sequences and series, and combinatorics. Prerequisite: acceptable placement score or grade of C or higher in 091.

### **112—College Algebra, 3 Cr.**

This course covers linear equations and functions, systems of equations, quadratic equations and functions, functions and graphs, polynomial and rational functions, exponentials and logarithmic functions, and conic sections. In essence, it is the non-trigonometric portion of a pre-Calculus course. It serves as a prerequisite for MATH 113, 230, and 220. Prerequisite: acceptable placement score or grade of C or higher in 091.

### **113—Trigonometry, 3 Cr.**

This course focuses on the concepts and applications of trigonometry. The primary goal is to prepare students for their calculus course. Topics covered include the basics of the trigonometric functions and their graphs and applications, trigonometric identities and equations, the Law of Sines and Law of Cosines, vectors, complex numbers, conic sections, parametric equations and polar coordinates. Prerequisite: acceptable placement score or grade of C or higher in 111.

### **130—Introductory Statistics, 3 Cr.**

An introductory course which deals with the organization and processing of various types of data, normal and binomial distributions, estimation theory, hypothesis testing based on the normal distribution, the t-distribution, the Chi-square distribution, and the F-distribution, and correlation and regression. Prerequisite: acceptable placement score or grade of C or higher in 091 or 001.

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**155—Mathematics: A Way of Thinking, 3 Cr.**

An investigation of topics such as the history of mathematics, number systems, the mathematics of voting, graphing theory, geometry, logic, probability, and statistics. There is an emphasis throughout on problem-solving. Prerequisite: acceptable placement score or grade of C or higher in 091 or 001.

**220—Calculus I, 4 Cr.**

Limits and continuity. Derivatives and applications. Differentiation of polynomial, rational, trigonometric, logarithmic and exponential functions. L'Hopital's Rule. Prerequisite: acceptable placement score, or at least three years of high school algebra and trigonometry with at least a B average, or a grade of C or higher in 112 and 113.

**221—Calculus II, 4 Cr.**

The integral, Fundamental Theorem of Calculus, applications of integration, methods of integration. Parametric and polar functions. Area, volume, arc length, surface area. Offered each spring. Prerequisite: C or higher in 220.

**222—Calculus for the Life Sciences, 4 Cr.**

This course is intended to be a one-semester survey of calculus topics specifically for biology majors. Topics include limits, continuity, derivatives, integration, and their applications, particularly to problems related to the life sciences. The emphasis throughout is more on practical applications and less on theory. Prerequisite: placement score into 220 or grade of C or higher in 180.

**230—Elements of Statistics, 4 Cr.**

Probability, random variables, mathematical expectation, estimation of parameters, tests of hypotheses, regression, correlation, and analysis of variance are some topics covered. Computers are heavily used for problem-solving and data analysis. Prerequisite: acceptable placement score or grade of C or higher in MATH 112.

**255—Mathematics for Elementary and Middle School Teachers I, 3 Cr.**

Principles, goals, and methods of teaching elementary school and middle school mathematics. Topics include set theory, number systems, whole numbers, number theory and integers and the associated binary operations. Emphasis on problem solving. Offered every semester. Prerequisite: grade of C or higher in 155 or a Math ACT score of 22 or higher.

**260—Introduction to Abstract Mathematics, 4 Cr.**

Sentential and quantifier logic, axiomatic systems, and set theory. Emphasis is on the development of mathematical proofs. Prerequisite: grade of C or higher in 112.

**270—Managerial Mathematics, 3 Cr.**

Several topics applicable to the study of business are covered. In particular, the course considers systems of linear equations and linear programming, the mathematics of finance, and an introduction to probability. Emphasis in the course is on applications. Prerequisite: acceptable placement score or grade of C or higher in 111.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**320—Calculus III, 4 Cr.**

Infinite series. Multivariate calculus: three-dimensional coordinate system, vectors and applications, partial differentiation, multiple integration and applications. Offered each fall. Prerequisite: C or higher in 221.

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**321—Differential Equations, 3 Cr.**

Ordinary differential equations; series solutions for linear differential equations; linear operators. Offered as needed. Prerequisite: grade of C or higher in 221.

**330—Probability Theory and Statistics, 3 Cr.**

Theory and application of probability; discrete and continuous variables; the binomial, Poisson, geometric, normal, gamma, and chi-square are examples of distributions studied. Offered as needed. Prerequisite: grade of C or higher in 221; grade of C or higher in 130 or 230.

**340—Linear Algebra, 3 Cr.**

Vector spaces, matrices, and matrix operations; determinants; linear transformations. Offered every other year. Prerequisite: grade of C or higher in 221.

**344—Abstract Algebra, 4 Cr.**

Study of selected algebraic topics such as: groups, rings, and fields; ring of integers, polynomials; field of real numbers, complex numbers; finite fields. Offered every other year. Prerequisite: grade of C or higher in 260.

**355—Content and Methods in Mathematics for Elementary and Middle School Teachers II, 3 Cr.**

Principles, goals, and methods for teaching mathematics in elementary and middle school. Topics include rational numbers, real numbers, and geometry. Emphasis on problem-solving. Prerequisite: grade of C or higher in 255; admission to teacher education program.

**365—Mathematical Modeling, 3 Cr.**

An introduction to mathematical modeling and computer simulation. Students learn basic procedural programming skills in a program such as Matlab, and study various mathematical models along with their applications to physics, biology, chemistry, business, and other areas. Various deterministic, stochastic, and simulation models are covered, as chosen by the instructor. Requirements include modeling projects with written reports and class presentations. Prerequisite: acceptable placement score or grade of C or higher in 221.

**420—Real Analysis, 4 Cr.**

Study of selected topics from real variable theory such as: real numbers; topology of the real line; metric spaces; Euclidean spaces; continuity; differentiation; the Riemann-Stieltjes integral; series. Offered every other year. Prerequisite: grade of C or higher in 221 or 260.

**450—Geometry, 3 Cr.**

Topics in Euclidean and other geometries; foundations of geometry; place of Euclidean geometry among other geometries. Offered every other year. Prerequisite: grade of C or higher in 260.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**498—Directed Research Experience, 1 or 2 Cr.**

A student-driven research experience under the supervision of a faculty mentor. Two credits will be the standard credit given for this course. Research contracts will be required for everyone who registers, with fewer or additional credits given depending on the approved project and time commitment. Restricted to students with junior standing or higher. Permission of department required. May be repeated for credit to a maximum of six credits.

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**499—Mathematics Seminar, 1 Cr.**

Selected topics of current interest in mathematics are researched and presented. Students, faculty, and occasional guest speakers share in the presentations. Offered as needed. Restricted to students with junior standing or higher. Permission of instructor required. May be repeated for credit.

## **Music (MUSC)**

**001—Music Fundamentals, 2 Cr.**

This course presents the rudiments of music: elements of notation, the staff, the clefs, scales, chromatic signs, intervals and their inversions, rhythms and rhythmic patterns, time and key signatures, and basic chords and chord structures. Required of MUSC 151 Music Theory I students who lack college-level proficiency in music. Passing the Music Fundamentals Proficiency Test with a grade of “C” or higher is a condition to being in good standing as a music major and is a prerequisite for MUSC 152 Theory II. Meets concurrently with 151. Determination by placement test. Restricted to music majors and minors only. Credits not applicable toward graduation.

**101—Class Piano, 1 Cr.**

Piano instruction for the adult beginner designed to provide the student with basic piano skills. Students learn the fundamentals of music through keyboard patterns (including all major and minor penta-scales, triads, and major tetra-scales), creative improvisation of pentatonic melodies in appropriate styles, and the study of appropriate repertoire, all culminating in an end-of-the-semester recital. May be repeated for credit.

**103—Class Voice, 1 Cr.**

A study of basic singing techniques designed for the non-vocal music major. The class includes both individual and group instruction. There is the opportunity to explore different genres of singing with primary focus on classical and musical theatre repertoire. May be repeated one time for credit.

**105—Piano Proficiency I, 1 Cr.**

Keyboard skill development for music majors designed to provide the student with the skills needed to complete the required Piano Proficiency I Exam. Requirements for the course include the following patterns: all major and minor penta-scales, all major and minor arpeggios (one octave), all major and harmonic minor scales (one octave, hands separately), and all primary chord progressions (major and minor keys, RH root position chords). Other requirements include sight-reading at the elementary level, playing melodies by ear in any key, preparation of an elementary-level choral accompaniment and a two-part elementary choral piece (education majors only), and the study of appropriate repertoire. Students must pass the Piano Proficiency I Exam to obtain credit for the course. Graded CR/NC.

**109—Music Appreciation, 3 Cr.**

Designed for the general student, the course aims to enhance the student’s understanding and enjoyment of music through a survey of Western and non-Western musical styles. Activities include: assigned readings, listening, interactive class discussions, guest performers, and video presentations. Students are required to give class presentations on assigned topics and attend a minimum of two concerts during the semester in which the class is taken.

**116—Sight Singing Lab I, 1 Cr.**

This course will develop the ability to sight sing at an introductory level using solfege, Dalcroze eurhythmics, and a variety of other approaches. The course is designed to develop an aural foundation that complements MUSC 151. Graded CR/NC.

**117—Sight Singing Lab II, 1 Cr.**

Strategies for reading music including solfege and aural skills developed in 116 will be utilized in reading patterns of more harmonic and rhythmic complexity. This course will deepen aural skills and provide strategies to further strengthen music reading skills. Prerequisite: 116. Graded CR/NC.

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**135—Women’s Chorale, 1 Cr.**

A women’s chorus for all students and faculty that sings a variety of choral literature, including Broadway, jazz, folk, pop, and classical. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**136—Platinum Edition, 1 Cr.**

A select show choir ensemble drawn from all major areas in the college community. Emphasis on performing literature from the pop and Broadway repertoire. Combines voice, movement, and stage presence into one package. Opportunity to work with professional choreographers and to explore a wide variety of song styles and movement. Restricted to students with freshman and sophomore standing. By audition only. May be repeated for credit.

**137—Concert Choir, 1 Cr.**

A select 60-voice choral ensemble drawn from all major areas in the university. Literature from all musical eras is performed in two concerts each year in addition to a regional or national tour and every fourth year a tour of Europe. Chamber ensemble works such as madrigals and motets and opera and oratorio works with orchestra are studied over a four-year cycle. Admission by audition. Emphasis on excellence in musicianship and performance. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**139—9th Street Singers, 1 Cr.**

A select, small (12–18 voices) choral ensemble dedicated to performing classical, jazz, Broadway, and pop repertoire. Choreography and solo singing may be included in this versatile organization. Restricted to students with freshman and sophomore standing. By audition only. May be repeated for credit.

**151—Theory I, 3 Cr.**

Basic materials and structure of music including studies in notation, tonality, scales, intervals, transposition, chords and inversions, cadences, and melodic organization; application of above studied in analysis and creation of two- to four-part compositions. Sight singing and ear training correlated. Based on testing, some students may be required to take MUSC 001 concurrently.

**152—Theory II, 3 Cr.**

A course in basic musicianship for the music major/minor, MUSC 152 is a continuation of the studies in Theory I. This course will include analysis, written assignments from a workbook, classroom drill and discussion, group and individual sight singing, and ear training. Prerequisite: 151.

**200—Women in Music, 2 Cr.**

Women in Music is an overview of women as performers, composers, or sources of inspiration for works of music in the Western tradition, from earliest to contemporary artists. Influences in the lives of the musicians and their legacy will be examined. The class will include listening, research, performances, and discussion.

**205—Piano Proficiency II, 1 Cr.**

Keyboard skill development for music majors designed to provide the student with the skills needed to complete the required Piano Proficiency II Exam. Requirements for the course include the following patterns: all major and minor penta-scales with chordal accompaniment, all major and minor arpeggios (one octave, hands together), all major and harmonic minor scales (one octave, hands together), and all primary chord progressions (major and minor keys, RH incorporates inversions for proper voice leading). Other requirements include sight-reading at the late elementary level, playing melodies by ear in any key with a chordal accompaniment, preparation of an intermediate-level choral accompaniment and a three-part choral piece (education majors only), and the study of appropriate repertoire. Students must pass the Piano Proficiency II Exam to obtain credit for the course. Prerequisites: MUSC 105, 151. Graded CR/NC.

**206—Piano Proficiency III, 1 Cr.**

Keyboard skill development for music majors designed to provide the student with the skills needed to complete the required Piano Proficiency III Exam. Requirements for the course include the following patterns: selected vocalises, all major and harmonic minor scales (two octaves, hands together), and all primary chord



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progressions (major and minor keys; RH incorporates inversions for proper voice leading; insertion of supertonic). Other requirements include sight-reading at the intermediate level, playing melodies by ear in any key with an improvised accompaniment, preparation of an intermediate-level choral accompaniment and a four-part choral piece (education majors only), and the study of appropriate repertoire. Students must pass the Piano Proficiency III Exam to obtain credit for the course. Prerequisite: MUSC 152, 205. Graded CR/NC.

**237—Diction I, 2 Cr.**

A study of the symbols of the International Phonetic Alphabet as used in Italian and German languages. Emphasis is placed on the sounds of these symbols and their application to appropriate vocal literature. Class experiences include readings, discussion, speaking, singing, group activities, and listening.

**238—Diction II, 2 Cr.**

Continuation of the study of the symbols of the International Phonetic Alphabet as used in French and English languages. Emphasis is placed on the sounds of these symbols and their application to appropriate vocal literature. Class experiences include readings, discussion, speaking, singing, group activities, and listening. Prerequisite: 237.

**251—Theory III, 3 Cr.**

A study of music theory built on the foundational tools gained in Theory I and II. Harmonic vocabulary is increased to include diatonic seventh chords, secondary dominant and leading tone chords, as well as modulation techniques. Musicianship is expanded through the study of modality, chant, melodic imitation, and the treatment of consonance/dissonance in 16th-century polyphony. Sight singing, analysis, composition, and use of FINALE and MacGAMUT software will be incorporated into the course. Prerequisites: 105, 152.

**252—Theory IV, 3 Cr.**

A study of further developments in chromatic harmony, as well as an introduction to form and analysis. Application of chromatically altered chords (Neapolitan, borrowed, and augmented sixth chords) is followed by a study of atonal constructs of the 20<sup>th</sup> century. In addition to the study of harmony, students will be introduced to binary, ternary, rondo, variation and sonata forms. Required course work includes analysis, aural skills training, sight singing, composition, and use of FINALE and MacGAMUT software. Prerequisite: 251.

**265—Conducting, 2 Cr.**

Development of basic conducting skills with emphasis on beat patterns, baton technique, conducting gestures, score preparation and musical styles.

**284—Introduction to the Alexander Technique, 2 Cr.**

A class which explores application of the principles employed by F.M. Alexander in finding easier use of self in activity. While performing artists have found it useful, this technique is also valuable in everyday activities. Activities that require motion are particularly suited to this work. May be repeated for credit. Graded CR/NC.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Music for the Classroom Teacher, 2 Cr.**

This class provides the opportunity for future classroom teachers to develop basic understanding and skills in musical elements. Methods of using music in interdisciplinary settings and incorporating multicultural resources will be important components of the class. Teachers will learn how to help children communicate through personal expression, creative exploration, and action. Prerequisites: EDUC 150, 215.

**303—Music in the Middle/Junior High School, 3 Cr.**

A class designed for the music education major. The study of teaching and directing techniques for the middle/junior high school learner, with emphasis on the physical, psychological, and emotional development of adolescents. Course will include: 1) general music; 2) choral music; 3) curriculum design; 4) the changing voice; 5) selecting and evaluating age-appropriate repertoire; 6) playing fretted instruments, folk instruments, rhythmic

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instruments, melody instruments, and recorders in order to employ them as teaching tools. All students in the class will be assigned a small ensemble to sing in or lead. Prerequisites: 365, 366, EDUC 150, 215; admission to the teacher education program (music education majors).

***308—Piano and Harpsichord Accompanying, 2 Cr.***

Study and development of the skills associated with piano and harpsichord accompanying and collaboration. Students are required to prepare and perform representative literature for piano and other instruments or voices. Activities include directed readings, score examination and analysis, textual analysis, listening, coaching, and performing. Students will also survey the history and construction of the harpsichord, apply aspects of Baroque interpretation and technique, and apply knowledge of figured bass as part of the accompanying component in the course. Prerequisite: 152, 205, MUPI-171.

***327—Music History I, 3 Cr.***

Music History I is a study of western music history from the Medieval through Baroque periods. This survey of prominent composers, styles, genres, and forms will be contextualized by the influence of social, religious, and political trends. Directed reading, listening, score examination, analysis, and performance are offered as diverse and engaging modes of learning for retaining course material. Prerequisite: 152.

***328—Music History II, 3 Cr.***

A survey of the principal composers, genres, and forms associated with music of the Classic, Romantic, and Contemporary periods. Consideration of representative works from those periods through directed reading, score examination, analysis, listening, and performance. Exposure to available music research and reference materials in both printed and electronic formats. Prerequisite: 327, ENGL 104 or 105 or 195.

***332—Survey of Song Literature, 2 Cr.***

A survey of vocal music from approximately 1600 to the present in Europe and the U.S. Emphasis will be placed on broadening the repertoire of the performer and teacher through a study of major song composers of the German, French, Italian, and English cultures. Class activities will focus on stylistic characteristics of this literature through a combination of lecture and directed listening. Prerequisites: 152, 237, 238, 327.

***333—Keyboard Literature, 3 Cr.***

A survey of advanced literature for stringed keyboard instruments from the end of the 16th century to the present as it relates to both teaching and performing. Consideration of the principle historical eras, composers and genres of keyboard music. Includes a critical assessment of important stylistic and formal features of representative works through directed reading, score examination, listening, and performance. Prerequisite: 152.

***335—Women's Chorale, 1 Cr.***

A mixed chorus for all students and faculty that sings a variety of choral literature, including Broadway, jazz, folk, pop, and classical. Restricted to students with junior and senior standing. May be repeated for credit.

***336—Platinum Edition, 1 Cr.***

A select show choir ensemble drawn from all major areas in the university community. Emphasis on performing literature from the pop and Broadway repertoire. Combines voice, movement and stage presence into one package. Opportunity to work with professional choreographers and to explore a wide variety of song styles and movement. Restricted to students with junior standing or higher. By audition only. May be repeated for credit.

***337—Concert Choir, 1 Cr.***

A select 60-voice choral ensemble drawn from all major areas in the university. Literature from all musical eras is performed in two concerts each year in addition to a regional or national tour and every fourth year a tour of Europe. Chamber ensemble works such as madrigals and motets and opera and oratorio works with orchestra are studied over a four-year cycle. Admission by audition. Emphasis on excellence in musicianship and performance. Restricted to students with junior standing or higher. May be repeated for credit.

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**339—9th Street Singers, 1 Cr.**

A select, small (12-18 voices) choral ensemble dedicated to performing classical, jazz, Broadway and pop repertoire. Choreography and solo singing may be included in this versatile organization. Restricted to students with junior standing or higher. By audition only. May be repeated for credit.

**340—Music in the Elementary School, 3 Cr.**

A class designed for the music education major with emphasis on the development of children's listening, performance, literacy, and creative-expressive skills. Students will learn how to: 1) design age appropriate lesson plans; 2) structure the classroom environment; 3) apply classic techniques of Orff, Kodaly, Dalcroze and other emerging pedagogies; 4) measure and grade musical progress; 5) teach through the multiple intelligences; 6) teach multicultural music; and 7) provide opportunity for aesthetic experiences. This course will help students discover the joy and intellectual challenges that come from sharing music with children. Prerequisites: 365, 366, EDUC 150, 215, admission to teacher education program (music education majors).

**342—Choral Methods 9-12, 3 Cr.**

The study of teaching and directing techniques for the senior high school. Involves general music, choral music, repertoire, voicing, curriculum design, discipline, learning styles, teaching strategies, and philosophy. Emphasis on the total year's program in perspective with performances and understanding the non-musical responsibilities of a high school teacher. The course also focuses on the development, application, and refinement of musical and interpersonal skills needed for teaching in a secondary setting. Students will be assigned a small ensemble experiences as part of the course. Offered every third semester. Prerequisites: 365, 366, EDUC 150, 215; admission to the teacher education program (music education majors).

**353—Form and Analysis, 3 Cr.**

A study of the structural elements in music and their organization into small and large forms. Students will learn to analyze and identify common musical forms found in vocal and instrumental works from various style periods. Class experiences include reading, discussion, analysis, listening, and performing. Offered every year. Prerequisites: 205, 252.

**354—Congregational Repertoire for the Liturgical Year, 2 Cr.**

Criteria and sources used in selecting music for the assembly. Historical survey of hymnody. Examination of hymnals and other materials available. Specific repertoire recommendations for individual seasons, occasions, and rites of the Church. Practical application of skills needed to effectively lead an assembly.

**355—Choral Repertoire for the Liturgical Year, 2 Cr.**

Historical survey of sacred choral music. Exploration of quality choral music which is appropriate in a liturgical context. Specific repertoire suggestions for the liturgical year covering a broad spectrum of styles, periods, and difficulty.

**356—Organ Repertoire for the Liturgical Year, 2 Cr.**

Survey of quality organ compositions based on liturgical cantus firmi or having other explicitly liturgical connections. Specific repertoire suggestions for the liturgical year covering a broad spectrum of styles, periods, and difficulty.

**382—Opera Production, 1 or 2 Cr.**

This course is for students who audition for and are cast in a major or minor role in an opera production. This performance course encompasses learning an operatic score and staging the work. Chamber operas have minimal costuming and set, and they are performed in the Recital Hall. Full length operas are performed with full costuming and set with orchestra in the Main Theatre. Opera productions rehearse three hours per night and five nights per week for a period of seven weeks. Students with a major role in a full length opera may register for two credits. Students in a chamber opera or a minor role or chorus role in a full length opera may register for one credit. May be repeated for credit.

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**420—Vocal Pedagogy, 3 Cr.**

A course presenting the study and critical analysis of many pedagogical approaches of the teaching of singing. For the advanced vocal/choral student, it is a research and discussion course with a major research project. The course includes observation, practice teaching, and studio business practices of private teaching. Students use the vocal lab for research using VoceVista software and other technology. The teaching of private voice lessons is a practicum experience for the student teacher/singer.

**425—Student Teaching: Elementary, 5 Cr.**

Directed classroom observation and teaching in the elementary school; required for certification in Pre-K–12 and Choral 6–12. Prerequisite: 206; admission to the teacher education program; admission to student teaching; passing Praxis II score.

**429—Student Teaching: Secondary, 5 Cr.**

Observation and teaching in middle school and high school; required for certification in Pre-K–12 and Choral Music 6–12. Prerequisite: 206; admission to the teacher education program; admission to student teaching; passing Praxis II score.

**433—Piano Pedagogy, 3 Cr.**

A study of the art and science of teaching piano at the beginning and intermediate levels. Topics include teaching philosophy, learning styles and theories, individual and group instruction, teaching techniques, methods and materials, motivation and practice, technology, and the business aspects of creating and maintaining a private music studio. Class experiences include readings, discussion, presentations, observations, and practice teaching. Offered as needed.

**453—Arranging, 2 Cr.**

The course is designed as a practical introduction to choral arranging with exposure to pertinent elements of orchestration/instrumentation. Students will explore the art of choral arranging through critical evaluation, study of copyright, research of suitable source material, as well as examination of voicing, range, transposition, balance, notation, and texture. The course features guest speakers (brass and woodwind specialists) and culminates with a forum performance of student arrangements. Students will use FINALE or SIBELIUS software for all arranging projects. Prerequisites: 205, 252.

**465—Opera Literature, 2 Cr.**

Survey of the principle styles, composers, genres, and forms associated with opera from 1600 through the 21st century. Consideration of representative works from those periods through directed reading, score examination, analysis, listening, and performance. Prerequisites: 152, 237, 238, 327.

**487—Internship**—see page 104 for description.

## **Applied Music (MUPI, Piano) (MUVO, Voice)**

**168—Applied Lessons for Non-music Majors, 1 or 2 Cr.**

MUPI – The study of piano will begin with a level commensurate with the skill level of the student. It will include the study of healthy keyboard techniques and pedagogy and artistic expression. Restricted to students with freshman or sophomore standing. May be repeated for credit.

MUVO – Students will study healthy vocal technique and pedagogy utilizing a supported, balanced tone. Repertoire will consist of a combination of music literature including music theatre and art songs in English and other lyric languages of interest to the student (i.e. Spanish, Italian, Latin, French, German, etc.) Restricted to students with freshman or sophomore standing. May be repeated for credit.

**171—Applied Lessons, 1 or 2 Cr.**

MUPI – The study of piano will begin with a level comparable to the Bach Two-Part Inventions, classical sonata movements of Haydn, Mozart, and Beethoven, Chopin Waltzes, and Bartók Mikrokosmos Vol. IV. Restricted to students with freshman and sophomore standing. May be repeated for credit.

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MUVO – The study of applied voice will include vocal techniques and pedagogy, balanced natural tone, correct pitches and rhythms, and accurate phrasing. Repertoire consisting of art songs and arias in representative style periods and languages, including but not limited to Italian, French, English, and German. Music theater literature may be included, at the discretion of the instructor. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**172—Applied Vocal Coaching, .5 or 1 Cr.**

(MUVO Only)

The course is comprised each week of a half-period vocal coaching session with a faculty coach-accompanist and a half-period of collaborative work in the student's applied voice lesson. Vocal coaching will address the style, musical markings, tempo, language, phrasing, and interpretation of the applied lesson repertoire. Students registered for two credits of MUVO 171 must register concurrently for one credit of MUVO 172. Students registered for one credit of MUVO 171 must register concurrently for .5 credit of MUVO 172. Restricted to music majors. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**368—Applied Lessons for Non-music Majors, 1 or 2 Cr.**

MUPI – The study of piano will begin with a level commensurate with the skill level of the student. It will include the study of healthy keyboard techniques and pedagogy and artistic expression. Restricted to students with junior standing or higher. May be repeated for credit.

MUVO – Students will study healthy vocal technique and pedagogy utilizing a supported, balanced tone. Repertoire will consist of a combination of music literature including music theatre and art songs in English and other lyric languages of interest to the student (i.e. Spanish, Italian, Latin, French, German, etc.) Restricted to students with junior standing or higher. May be repeated for credit.

**371—Applied Lessons, 1 or 2 Cr.**

MUPI – The study of piano will continue with advanced technique and pedagogy with instruction tailored to the needs of the student and preparation of a public performance of a solo recital. Restricted to students with freshman and sophomore standing. May be repeated for credit.

MUVO – The study of applied voice will continue with advanced technique and pedagogy with instruction tailored to the needs of the student and the preparation of a public performance of a solo recital. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**372—Applied Vocal Coaching, .5 or 1 Cr.**

(MUVO Only)

The course is comprised each week of a half-period vocal coaching session with a faculty coach-accompanist and a half-period of collaborative work in the student's applied voice lesson. Vocal coaching will address the style, musical markings, tempo, language, phrasing, and interpretation of the applied lesson repertoire. Students registered for two credits of MUVO 371 must register concurrently for one credit of MUVO 372. Students registered for one credit of MUVO 371 must register concurrently for .5 credit of MUVO 372. Restricted to music majors. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**390—Half Recital, 2 Cr.**

The half-recital consists of a public performance of 20-25 minutes of memorized music from representative styles and periods.

MUPI – repertoire piano music of contrasting styles and different periods and composers.

MUVO – repertoire shall be art songs and arias in three representative style periods and languages, including but not limited to Italian, French, English, and German.

**487—Experiential Learning: Pedagogy Internship, 2 Cr.**

Internship experience related to the elective area of emphasis in vocal/piano pedagogy. The internship includes observation of voice lessons and the teaching of voice/piano lessons. Credit for the experience must be sought prior to the occurrence, and a learning contract must be submitted before the end of the first week of the semester. Restricted to students with junior standing or higher. Permission of department chair required. Graded CR/NC.

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**490—Full Recital, 2 Cr.**

A full recital consists of a public performance of 40-45 minutes in length of memorized music from representative styles and periods.

MUPI – repertoire shall be piano music of contrasting styles and different periods and composers. Prerequisite: 390.

MUVO – repertoire shall be art songs and arias in three representative style periods and languages, including but not limited to Italian, French, English, and German. Prerequisite: 390.

## **Music Theatre (MUTH)**

**170—Music Theatre Laboratory, 1 Cr.**

This course focuses on performance requirements and techniques for the singing, dancing actor, including the process of preparation to performance and the stylistic differences between genres. The course utilizes material from existing music theatre literature in a variety of musical styles. Solo and ensemble participation is expected of students. Restricted to music theatre majors. Restricted to students with freshman and sophomore standing. May be repeated for credit.

**171—Private Voice Lessons, 1 or 2 Cr.**

Private voice instruction. Restricted to music theatre and theatre majors. Restricted to students with freshman or sophomore standing. May be repeated for credit.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Acting For Singers, 3 Cr.**

This course explores the principles and practice of acting through song and verse. Its purpose is to explore a variety of theoretical and practical approaches that provide an integration of acting, vocal and stylistic techniques, so each supports and strengthens the other. Restricted to music and music theatre majors.

**326—Music Theatre Scene Study, 3 Cr.**

This course focuses on scene study and character development for the musical theatre performer, building upon the acting, voice, and dance foundations presented in THTR 107, 147, 121, 207 and 155, dance courses, and MUTH 170, 171, students will work to address the acting and stylistic requirements of the musical theatre genre and the requirements of the musical score. Prerequisites: THTR 207, four credits 170 (music theatre majors); or THTR 207 (theatre majors); or 300 and concurrent enrollment in MUVO 370 (music majors.) Restricted to music theatre and theatre majors and music majors by consent of instructor. Restricted to students with junior standing or higher. May be repeated for credit.

**339—Music Theatre History and Literature, 3 Cr.**

A survey of music theatre history and literature from 1866 to the present, this course provides an understanding of the continuing development of music theatre into the present day. Attention will be given to the writers and composers who greatly influenced and/or continue to influence the development of the form. Restricted to students with junior standing or higher. Prerequisite: ENGL 104 or 105.

**370—Music Theatre Laboratory, 1 Cr.**

This course focuses on performance requirements and techniques for the singing, dancing actor, including the process of preparation to performance and the stylistic differences between genres. The course utilizes material from existing music theatre literature in a variety of musical styles. Solo and ensemble participation is expected of students. Restricted to music theatre majors. Restricted to students with junior standing or higher. May be repeated for credit.

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**371—Private Voice Lessons, 1 or 2 Cr.**

Private voice instruction. Restricted to music theatre and theatre majors. Restricted to students with junior or senior standing. May be repeated for credit.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**490—Senior Project, 1 Cr.**

This senior-level capstone course allows students to work on a faculty-approved 30 minute recital of musical scenes, songs, monologues, and dance.

## **Nursing (NURS)**

**221—Gerontology Nursing: Concepts and Clinical Application, 3 Cr.**

This course provides knowledge of the older adult and related nursing skills. It introduces age related changes, their impact on the functional health patterns and issues concerning the older adult population. Clinical experience takes place in long-term care facilities and in the community with older adults. Prerequisites: 230, 290, 342, BIOL 296, complete immunization and health record on file in the university health services office, C.N.A. certification; CPR certification.

**230—Health Assessment Across the Life Cycle, 3 Cr.**

Designed to teach students the skills required to collect health history data and to perform a systematic physical examination. Developmental and trans-cultural considerations are addressed. Emphasis is placed on integrating the components of the nursing health assessment. Must be taken concurrently with 290, 342. Prerequisites: BIOL 114, CHEM 106 or 121, PSYC 100 or 171, SOCL 125, admission to professional nursing sequence.

**240—Professional Communication in Nursing, 3 Cr.**

This course focuses on basic communication skills essential for working with clients of various ages and with health care professionals. Content includes interpersonal communications and group dynamics. Students will practice communication skills with individuals and within groups. Prerequisites: 230, 290, 342, BIOL 296.

**290—Professional Nursing Concepts, 3 Cr.**

The course is designed to introduce beginning nursing students to the philosophy and conceptual framework of the School of Nursing and core professional nursing concepts. Students are introduced to historical foundations of nursing, selected nursing theories, ethical decision making, evidence based practice and the nursing process. Prerequisites: BIOL 114, CHEM 106 or 121, PSYC 100 or 171; SOCL 125, admission to professional nursing sequence.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**300—Parish Nurse Ministry, 2 or 3 Cr.**

Focuses on the seven roles of the nurse: health educator, integrator of faith and health, personal health counselor, referral agent, health advocate, volunteer coordinator, and support program developer. This course is endorsed by the International Parish Nurse Resource Center and prepares the RN to practice as a parish nurse.

**301—Death and Dying, 3 Cr.**

Students examine the behaviors, attitudes and practices related to dying, death, and bereavement. Focus is twofold: personal in surveying one's own attitudes about death and dying and professional in identifying the needs of others during the grieving process. Prerequisites: PHIL 100 or 101; PSYC 100 or 171.

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**302—Health Care Issues of Older Adults, 2 or 3 Cr.**

Focus is on current issues relevant to promoting and maintaining health in older adults. Discussion will include the major concepts and theories while exploring the aging process as it relates to the health care continuum. A third credit may be earned through an additional project related to the older adult. Restricted to students with junior standing or higher.

**303—Spirituality of Health and Healing, 2 or 3 Cr.**

This course will promote an understanding of the influence that spirituality, beliefs, and values have on human health and healing. Utilizing theories from nursing and theology and revisiting theories from the physical and social sciences, the student will be guided to explore a personal definition of spirituality and its application in professional nursing practice. This course will facilitate a personal holistic approach in the care of self, patients, families, and communities. Students will have the opportunity to meet and interact with persons from various spiritual traditions. Prerequisites: 221, 230, 240, 290, 342, 349; three credit hours RLST.

**322—Maternal-Newborn Nursing: Concepts and Clinical Application, 4 Cr.**

A holistic approach to the assessment and management of the healthy and high risk woman and her family during the childbearing cycle, as well as the healthy and high risk newborn is presented. Maternal newborn nursing concepts are applied on the hospital maternity unit and in the community by caring for normal and high risk childbearing women and newborns, within a family context. The clinical module includes a family care study in which the student completes a prenatal, intrapartum, and postpartum experience with a family. Prerequisites: 221, 230, 240, 290, 342, 349, PSYC 220 or concurrent.

**332—Child Health Nursing: Concepts and Clinical Application, 4 Cr.**

A family centered approach to health promotion and health alterations in children from birth through adolescence is used. Well-child and child health nursing concepts are applied in the school laboratory as well as in a variety of pediatric clinical and community settings. Emphasis is placed on application of developmental theory when providing nursing care to this population. Prerequisites: 221, 230, 240, 290, 342, 349, PSYC 220 or concurrent.

**340—Nursing Transitions, 3 Cr.**

BSN completion students are introduced to the curricular framework used in the School of Nursing. The developmental concepts based on the historical and educational perspectives of professional nursing are explored. Students are also introduced to concepts of computer literacy in nursing. This includes learning how to access and use concepts of computer literacy in nursing. This includes learning how to access and use information ethically, legally, and responsibly; determine the extent of information needed; evaluate information and sources critically; and use information to accomplish specific purposes. The American Psychological Association (APA) writing style and various styles of professional presentation are also introduced.

**342—Pathophysiology, 3 Cr.**

Concepts of disease/illness in the person's biological system are introduced. Focuses on the disease process, associated physiologic responses and manifestations, and diagnostic testing of selected health alterations. Must be taken concurrently with 230, 290, BIOL 296. Prerequisites: BIOL 114, CHEM 106 or 121, admission to professional nursing sequence.

**349—Pharmacology, 3 Cr.**

This course covers the general principles of drug therapy including absorption, distribution, metabolism and excretion of the agent. Also included are biochemical and physiological effects and how the agent is used in treatment of disease. Critical thinking in the application of the nursing process to drug therapy in individuals across the life span is stressed. Prerequisites: 230, 290, 342; BIOL 114; CHEM 106 or 121.

**351—Women's Health Issues, 2 or 3 Cr.**

Designed to examine women's health issues from a feminist perspective, this course explores the relationship of women to the health care system, discusses the historical role of women as providers and consumers of



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health care, and uses a holistic model to examine women's issues and concerns across the lifespan. The third credit is earned through an independent action project. (Equivalent to WMST 351.)

***353—Professional Nursing, 3 Cr.***

Current issues and trends in nursing are explored along with the theoretical foundations of the profession. A theme of cohesiveness within the nursing profession is interwoven throughout. The process of professional portfolio development is also included. Prerequisite: 340.

***365—Nursing Research: Methods and Application, 2 Cr.***

Nursing students will examine a variety of quantitative, qualitative as well as evidence-based research methodologies useful in their role as care provider and member of the nursing profession. Each step of the quantitative research process will be reviewed/critiqued and then presented by students. Students will read and analyze qualitative data. Additionally, ethical principles and values important to the conduct of research will be explored. Prerequisites: 221, 230, 240, 290, 342, 349; MATH 130 or 230.

***372—Adult Health Nursing: Concepts, 4 Cr.***

This course incorporates the nursing process theory related to care of adults needing restorative and maintenance care. The general concepts of pain, cancer, and the perioperative experience are discussed. In addition, a holistic approach will be emphasized in studying the following systems: musculoskeletal, respiratory, neurological, sensory, cardiovascular, endocrine/metabolic, gastrointestinal, reproductive, hematologic, immunologic, and genitourinary. Taken concurrently with 382. Prerequisites: 221, 230, 240, 290, 342, 349.

***382—Adult Health Nursing: Clinical Application, 4 Cr.***

Application of the nursing process to a diverse adult population needing restoration and maintenance care relating to the concepts and systems included in NURS 372. Taken concurrently with 372. Prerequisites: 221, 230, 240, 290, 342, 349.

***390—Mind Body Therapies: Applications to Health and Illness, 2 or 3 Cr.***

Current scientific research in the emerging field of psychoneuroimmunology (PNI) and the implications of this research in maintaining health and preventing illness are presented. Demonstration and supervised practice of a variety of mind-body therapies provide opportunities for hands-on experience. The third credit is earned through independent study and practice of one of the therapies presented during the course. Prerequisite: completion of a course in anatomy and physiology is strongly recommended.

***408—Organizational Management for Nurses, 3 Cr.***

BSN completion students are introduced to concepts of management from a nursing perspective which includes organizational structure and function, managing personnel, and employment laws. Interpersonal and interprofessional communication skills relevant to nursing leadership/management are emphasized. Prerequisite: 340.

***422—Adult Health Nursing: Advanced Concepts and Clinical Application, 4 Cr.***

This course continues adult health nursing theory and clinical applications in a variety of higher acuity inpatient settings. Students learn to apply theory to the care of adults needing complex restorative and maintenance health interventions. Clinical decision making in critical scenarios is strengthened through weekly simulation sessions. Prerequisites: 322, 332, 365, 372, 382.

***428—Reforming Approaches to Patient Education: Exploring New Skills and Strategies, 2 or 3 Cr.***

In nursing practice patient education is a core and critical responsibility. Competing demands and diverse patient populations in nursing practice make it increasingly challenging for nurses to provide effective patient education. This course focuses on interpretive teaching methodologies that provide the BSN completion student with approaches to patient education that are responsive to the complexity of providing patient education in contemporary health care settings.

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**442—Psychiatric/Mental Health Nursing: Concepts and Clinical Application, 4 Cr.**

This course focuses on a broad-based understanding and clinical application of mental health concepts and behavioral aberrations that occur in mental illness. Nursing students analyze the nursing process with a critical view towards the individual, family, ethical aspects, and resources for the mentally ill. Prerequisites: 322, 332, 365, 372, 382.

**443—Ethics in Nursing Practice: Genetics and Genomics, 2 or 3 Cr.**

This course examines ethical issues from a nursing perspective, with emphasis placed on the integration of genetics and genomics into ethical principles, ethical frameworks, and ethical decision making. Students will develop an understanding of the ethical and legal issues most commonly faced by nurses in regards to genetics and genomics in their healthcare practice. Students will also develop ethical decision making skills to integrate into their practices for dilemmas involving genetics and genomics. Prerequisites: 340 or senior standing, successful completion of pre-course quiz.

**447—Environmental Health in Nursing, 2 or 3 Cr.**

Environmental health as it relates to the 21<sup>st</sup> century practice of nursing is studied, with a particular emphasis on the interaction of ecology, human health, and toxicology. The impact of toxicants on human health from pre-conception and pre-natal exposure, as well as disease in children and adults related to environmental hazards are examined. Laws and regulations related to environmental health are investigated. The role of the nurse in promoting environmentally healthy communities, workplaces, and practice environments is explored. The role of the nurse as advocate for the protection of the environment, as well as advocate for vulnerable and at-risk populations is also emphasized. Prerequisites: 340 or senior standing.

**450—Public Health Nursing Theory, 3 Cr.**

Public health theory, health promotion, and the nursing process are studied and applied to individuals, families, groups, and communities across the life span in a variety of settings. Environmental health, epidemiology, health care systems, policy development, economics, and disaster nursing are studied. The roles of the public health nurse including care provider, educator, manager, patient advocate, researcher, and member of the nursing profession are examined. Prerequisites: 340.

**451—Public Health Nursing: Clinical Application, 1 Cr.**

Public health theory and the nursing process are explored in relation to individuals, families, groups, and communities. Clinical experiences incorporate principles of epidemiology, environmental health, communicable disease, and self-care. The roles of the public health nurse as care provider, teacher, manager, researcher, and member of the nursing discipline is examined and incorporated in a variety of selected community settings. Prerequisites: 3401

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**452—Public Health Nursing: Concepts and Clinical Applications, 5 Cr.**

The interrelationship among public health theory, health promotion, disease and injury prevention, and evidence-based practices are studied and applied to public health nursing practice for individuals, families, communities, and populations across the life span. Environmental health, epidemiology, health care systems, and regulations, policy development, economics, and emergency preparedness are examined. Grounded in social justice, students will explore the role of advocacy with a commitment to health and safety of vulnerable populations locally, nationally, and worldwide. Public health concepts will be applied in a variety of clinical settings to introduce the student to public health nursing practice. Opportunities for experiences in inter- and intraprofessional communication and collaboration, population-focused assessment and interventions, health promotion and clinical prevention, care delivery, and health teaching are offered. Prerequisites: 322, 332, 365, 372, 382.

**458—Introduction to Research and Qualitative Nursing Research, 2 Cr.**

Fundamental principles of nursing research and evidence based practice will be explored with an emphasis on understanding and application to professional nursing practice. The course will emphasize the qualitative research process as it relates to the general principles for understanding human phenomena. The course includes an emphasis on collecting, analyzing, critiquing, and understanding the qualitative research process.

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Students will explore the unique ethical considerations related to research and the contribution qualitative research has on expanding nursing knowledge. Prerequisite: 340 or concurrent.

***459—Quantitative Nursing Research and Application of Evidence Based Practice, 2 Cr.***

Methods and principles associated with quantitative nursing research will be explored. The course emphasis is on understanding quantitative research which includes hypothesis development, interpretation of data, critical analysis of the literature, and dissemination of findings. Concepts associated with evidence based practice are explored e.g. the PICO method for stating a concisely worded evidence in collaboration with members of a healthcare team and evaluate elements of providing safe and high quality patient outcomes in the healthcare system. Prerequisite: 340 or concurrent.

***460—Professional Nursing Leadership, 2 Cr.***

General concepts of nursing leadership roles and management functions are explored including organizational structure, employee recruitment, staffing, fiscal management, change theory, motivation, ethical issues, team building, and problem-solving of selected management issues. Students are introduced to leadership concepts and management skills necessary to function effectively within an organization. Prerequisites: 322, 332, 365, 372, 382.

***461—Professional Nursing Perspectives, 2 Cr.***

This course explores the major issues and trends facing the nursing profession and healthcare. Historical, philosophical, and social development are studied, through which nursing can increase its value to itself and to society. Students explore the process and prepare for the transition into the role of professional nurse. Prerequisites: 322, 332, 365, 372, 382, 460.

***465—Leadership in Professional Nursing Practice, 3 Cr.***

General concepts of nursing leadership are explored to improve patient outcomes and effectively manage resources. The professional nursing leadership roles and responsibilities in a rapidly changing, complex healthcare system are analyzed. Prerequisites: 322, 332, 365, 372, 382.

***472—Nursing Leadership Concepts, 3 Cr.***

BSN completion students are introduced to the concepts of leadership from an interprofessional perspective. Leadership issues of managing change, conflict, motivation, delegation, staff growth, professional advocacy and nursing empowerment are explored. Leadership issues that affect legislative processes, healthcare finance, and regulation are examined. Prerequisite: 340.

***474—Transcultural Nursing, 3 Cr.***

This course is designed to provide the professional nurse with beginning knowledge of individuals and families from different cultures, ethnic groups, and diverse ways of being in the world that the nurse may encounter in the ever-expanding nursing practice arena. Included in the course content will be explorations of how one's culture/ethnicity influence communication practices, space, time orientation, social interactions, health beliefs/practices, and use of alternative therapies and folk remedies. After explorations of similarities and differences in these dimensions, the nurses will reflect on how these dimensions influence nursing care for individuals from different cultures/ethnicities and diverse lifestyles.

***481—Clinical Synthesis Portfolio, 3 Cr.***

All graduates of the Viterbo University School of Nursing are expected to fulfill the program outcomes known as the Graduate Assessment Outcomes (GAO). Acknowledging the varied backgrounds of the BSN completion students and recognizing their uniqueness, the ability of the RNs to meet the graduate outcomes will be validated with the NURS 481 portfolio. Integration of the concepts, skills, and values acquired through the humanities, liberal arts, and other nursing courses will be evaluated through the use of the synthesis paper. Prerequisites: 340, 353, 458, 459.

***482—Professional Nursing: Clinical Synthesis, 4 Cr.***

This clinical course provides an opportunity for the practice of leadership and management skills, utilization of the conceptual framework, and the development of a personal philosophy of nursing in the clinical setting as

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well as through written work including journals, a professional manuscript, and a quality improvement paper. Taken concurrently with 461. Prerequisites: 422, 432, 452, 460.

**486—Special Topics**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**490—Health Assessment, 3 Cr.**

Assists the students in collecting appropriate subjective and objective data associated with obtaining a nursing history and performing a physical assessment. The emphasis is on knowing normal findings and normal variations in the healthy adult, well child, and the well elder person.

## **Nutrition and Dietetics (NUTR)**

**150—Vegetarian Nutrition, 3 Cr.**

Two hours lecture/two hours lab per week.

Study of the health benefits and definitions of various vegetarian diets. Key areas covered include complementing proteins and obtaining adequate intake of calories, protein, vitamins and minerals while following various vegetarian diets. Includes weekly cooking lab to reinforce principles learned in class and to experiment with vegetarian foods from different cultures.

**260—Nutrition for Physical Performance, 3 Cr.**

Role of nutrition in physical performance. Interrelated effects of diet and exercise on physical performance and health. Specific dietary regimens applicable to athletes/personal fitness programs, ranging from the training diet to fluid, electrolyte, and glycogen replacement. Related resources for health education and coaching particularly in the areas of eating disorders and adolescent nutrition.

**273—Food Science, 4 Cr.**

Two hours lecture/four hours lab per week.

Exploration of the chemical and physical properties of foods. Includes food preparation techniques relevant to health promotion. Prerequisite: CHEM 106.

**280—Nutritional Foundations for Nursing, 3 Cr.**

Study of nutritional needs and nutritional therapy across the lifespan defining nurses role in nutrition, wellness, and health promotion. Prerequisites: BIOL 114, CHEM 106 or 121.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**340—Human Nutrition, 3 Cr.**

Four hours lecture per week.

Study of nutrients and respective functions, food sources, and physiological needs; dietary guidance throughout the life cycle. Role of nutrition in prevention of select chronic diseases along with discussion and analysis of current controversies in nutrition. Prerequisites: BIOL 104, CHEM 106 or 121. BIOL 114 or 161 may be taken concurrently.

**341—Advanced Human Nutrition, 3 Cr.**

Three hours lecture per week.

A continuation of Nutrition 340, advanced study of nutrients including in-depth study of biochemical functions, physiologic needs and interrelationships among nutrients. Study of the scientific basis for the principles of dietary guidance covered. Prerequisite: 340.

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**351—Principles of Quantity Food Production, 3 Cr.**

Three hours lecture per week.

Introduction to food production in a non-commercial setting. Focuses on menu planning, sanitation, production, purchasing, kitchen layout and design, and equipment selection, and marketing. Restricted to students accepted into coordinated phase of the coordinated program.

**352—Foodservice Management, 3 Cr.**

Three hours lecture per week.

Principles of financial management and human resource management applied to foodservice operations.

Prerequisite: 351.

**355—Supervised Practice in Quantity Food Production, 1 Cr.**

Three hours supervised practice per week.

Supervised practice in a non-commercial setting. Students will participate in foodservice production.

Coordinated with 351 for CMD students. Graded CR/NC.

**356—Supervised Practice in Foodservice Management, 1 Cr.**

Three hours supervised practice per week.

Supervised practice in a non-commercial foodservice operation. Students will be engaged in quality improvement and marketing activities. Graded CR/NC.

**367—Nutrition Focused Physical Assessment, 2 Cr.**

This course assists the students in collection appropriate subjective and objective data associated with obtaining a health and diet history. This course provides an introduction to physical and diagnostic assessment of health status. Physical assessment competencies to be attained at the novice level include: assessment of body composition; measurement of vital signs; blood glucose; physical assessment of fluid status; assessment of 'normal' breath and heart sounds; intr- and extra- oral assessment, dysphasia screening; and clinical assessment of nutrition status. The emphasis is on knowing normal findings and normal variations in the health adult, well child, and the well elder person. Restricted to students in the DI program. Graded CR/NC.

**368—Health Assessment, 2 Cr.**

Three and a half supervised practice hours per week for CMD students; eight hours per week for four weeks for DI students.

This course assists the student in collecting appropriate subjective and objective data associated with obtaining a health and diet history. This course provides an introduction to physical and diagnostic assessment of health status. Physical assessment competencies to be attained at the novice level include: assessment of body composition; measurement of vital signs; blood glucose; physical assessment of fluid status; assessment of 'normal' breath and heart sounds; intra- and extra-oral assessment, dysphagia screening; and clinical assessment of nutrition status. The emphasis is on knowing normal findings and normal variations in the healthy adult, well child, and the well elder person. Prerequisite: 341. Restricted to students accepted into DI or the CMD program. Graded CR/NC.

**369—Supervised Practice in Developmental Nutrition, 4 Cr.**

Skills necessary for nutritional assessment and nutritional care of health individuals throughout the life cycle.

Supervised practice may take place in the County Health Department, preschools, community education programs, Viterbo University athletic department, and nursing homes. Restricted to students in the DI program. Graded CR/NC.

**370—Developmental Nutrition, 3 Cr.**

Three hours lecture per week.

Nutrition principles applied to human development in various stages of the life cycle: maternal and infant, childhood, adolescent, adult and elderly. Factors that help explain food/nutrient intake of individuals.

Prerequisite: 340 (non-majors); acceptance into CMD program (majors).

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**371—Supervised Practice in Developmental Nutrition, 4 Cr.**

Nine hours supervised practice per week for 15 weeks for CMD; 32 hours per week for three weeks for DI. Supervised practice experience in nutrition assessment and care planning which targets all stages of the life cycle. Participating practice facilities include a community education program, public schools, college athletic and employee health promotion programs, and nursing homes. Coordinated with NUTR 370 for CMD students. Restricted to students accepted into DI or coordinated phase of CMD program. Graded CR/NC.

**372—Nutrition in Health Promotion, 3 Cr.**

Three hours lecture per week.

Cardiovascular health and disease, weight management, eating disorders, and diabetes. Prerequisite: 340 (non-majors); 370 (majors).

**373—Supervised Practice in Nutrition in Health Promotion, 4 Cr.**

Nine hours supervised practice per week for CMD students; 22 hours per week for seven weeks for DI students.

Application of health promotion principles in community sites. Continued development of educational counseling, and professional skills. Introduction to written communication for professionals. Coordinated with 372 for CMD students. Prerequisite: 371. Graded CR/NC.

**400—Leadership in Foodservice Management, 2 Cr.**

Two hours lecture per week.

Leadership and management theories, strategic planning, communication skills, and decision-making in foodservice organizations. Prepares students to influence public policy through legislative action. Prerequisite: 352.

**401—Supervised Practice in Foodservice Management II, 2 Cr.**

Three hours supervised practice per week.

Supervised practice in a non-commercial foodservice operation. Students will be engaged in management projects. Coordinated with 400 for CMD students. Prerequisite: 356. Graded CR/NC.

**450—Management in Foodservice, 4 Cr.**

Nine hours supervised practice per week.

Supervised practice in the management of food production and service in a medical facility. Restricted to students accepted into the DI Program. Graded CR/NC.

**470—Medical Nutrition Therapy, 3 Cr.**

Three hours lecture per week.

Study of acute and chronic disease processes in relationship to the most current principles of the nutrition care process. Prerequisites: 372; BIOL 373. Restricted to dietetics majors.

**471—Supervised Practice in Medical Nutrition Therapy, 7 Cr.**

Fourteen to 16 hours supervised practice per week.

Students assume major nutritional care responsibilities for individual patients in the hospital and primary care setting. Continued emphasis on the development of professional, educational, and counseling skills.

Coordinated with 470 for CMD students. Prerequisite: 373 (CMD students); 371 (DI students). Graded CR/NC.

**472—Research in Community Nutrition, 2 Cr.**

Four hours lecture per week for eight weeks.

The process of conducting and evaluating research related to public health nutrition problems. Program planning and marketing strategies in public health nutrition. Also, the study of nutrition related legislation and existing public health nutrition programs. For CMD students, this course includes a comprehensive exam patterned after the Registration Examination for Dietitians. Prerequisite: 372, 373.

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**473—Supervised Practice in Research in Community Nutrition, 4 or 6 Cr.**

Eighteen hours per week for seven weeks for CMD students; 24 hours per week for eight weeks for DI students.

Students complete a community-based research project related to nutrition problems and needs of a sub-population group. Includes data collection and evaluation, development of a program plan and associated marketing strategies. This course is four credits for CMD students and six credits for DI students. For DI students only, this course includes a comprehensive exam patterned after the Registration Examination for Dietitian. Coordinated with 472 for CMD students. Prerequisite: 372, 373 (CMD students); 371 (DI students). Graded CR/NC.

**474—Supervised Practice in Nutritional Management of Disease, 12 Cr.**

Students assume major nutritional care responsibilities for individual patients in a nursing home and hospital setting. Continuing to emphasize on the development of professional, educational, and counseling skills. During the last six weeks of the semester, students will assume entry-level responsibility in each of these settings, functioning equivalent to a full-time staff member and following the schedule of a RD at the facility. Prerequisite: 367, 369. Restricted to DI students. Graded CR/NC.

**475—Supervised Practice in Community Nutrition, 11 Cr.**

Prevention of cardiovascular disease, diabetes, weight control, nutrition/exercise interrelationships, and nutrition counseling are covered. Supervised practice sites will be at sites throughout the various communities. Attendance at the Wisconsin Academy of Nutrition and Dietetics meeting or other state meeting is completed during this course. Interns are responsible for registration fees, travel, meals, and overnight accommodations during the conference. Students will also assess nutrition-related problems and needs of a subpopulation group. Developing related program plan and marketing strategies to help solve that problem. Prerequisite: 474. Restricted to DI students. Graded CR/NC.

**476—Leadership in Community-Medical Dietetics, 2, 9, 11, or 14 Cr.**

Forty hours supervised practice per week for eight weeks.

Entry level practice/management of health care. The art of health care in family medicine, acute/hospital care, and community health settings. This course is 14 credits for CMD students and 11 credits for DI students (may be offered in two and nine credit offerings). Includes presentation of one evidence analysis seminar and participation in two seminars. Prerequisite: 473.

**480—Leadership in Community Dietetics, 6 Cr.**

Entry level practice and management of the nutrition component of health care in one community (four weeks) and one acute care (four weeks) setting. Students will assume entry-level responsibility in the community nutrition setting, functioning equivalent to a full-time staff member and following the schedule of a RD at the facility. Student preferences are considered in the assignment of final rotations. Prerequisite: 475. Restricted to DI students. Graded CR/NC.

**486—Special Topics**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Organizational Management (OMGT)**

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**302—Business Communication, 3 Cr.**

This course incorporates skill building in written communications and information literacy. Clear and concise writing style is developed. Assignments cover many aspects of business writing – from e-mails and memos to

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full reports. Students utilize writing skills and research processes to complete a formal business report. Prerequisites: C or higher in ENG 104 or 105 or 195, INFO 150 or MGMT 210.

***304—Organizational Behavior, 3 Cr.***

This course examines individual and group behavior in organizational settings. Students will discover how individuals, groups and teams interact to affect an organization's culture through influence and politics. Students will analyze theories including motivation, conflict resolution, and change management. Emphasis will be placed upon methods used to build dynamic organizations.

***305—Methods of Statistical Research and Analysis, 3 Cr.***

This course focuses on what managers need to know about statistics. Students will learn the statistical techniques for collecting and analyzing data, and using it to make informed managerial decisions. Topical areas include data collection, tables and charts, descriptive statistics, basic and discrete probability distributions, and hypothesis testing. Specific statistical techniques explored in this course take advantage of Microsoft Excel for speed and accuracy in calculations.

***306—Managing and Leading in Organizations, 3 Cr.***

The focus of this course is to develop an understanding of managerial planning, organizing, implementing, and controlling as well as principles of organizational behavior. Topics include management theory and practice, motivation, personality, individual and group behavior, and organizational culture.

***308—Financial and Managerial Accounting, 3 Cr.***

This course examines the accounting equation, the accrual basis for accounting, information contained on financial statements, and managerial accounting topics. Students will develop relevant accounting-related skills and integrate their knowledge in the context of larger management issues such as cost analysis and budgeting.

***309—Managerial Marketing, 3 Cr.***

This course examines marketing theory, terminology, and practices. It is a comprehensive study of marketing principles and strategies including target market development and analysis, product development and positioning, pricing policies, communication strategies and promotional methods, and distribution systems within the marketing concepts. Ethics in marketing will also be emphasized.

***318—Managerial Finance, 3 Cr.***

This course examines financial statement analysis, the time value of money, asset pricing, the sources and uses of working capital, and the capital budgeting process. Students will demonstrate the ability to manage short and long-term financial policies. Some time will be devoted to determining the financial impact of the firm's corporate social responsibility initiatives. Prerequisite: ECON 101 or 102.

***379—Ethics and Technology, 3 Cr.***

This course incorporates philosophical ethics, information technology case examples, research, and a project to investigate the ethical and human dimensions of information technology within organizations and in society. Learners will examine the ways in which traditional philosophical concepts and theories apply (or don't apply) to the world of information technology, and will explore topics such as intellectual property, privacy, risks and liabilities, and professional ethics. Prerequisite: INFO 200 or MGMT 210. (Equivalent to MGMT 379.)

***400—Human Resource Management, 3 Cr.***

This course examines the theory and application of human resource management. Topics will include recruitment, training and development, compensation and benefits, and employee engagement strategies. Employment laws and regulations will be examined through a series of case studies and simulations.

***401—Strategic Management, 3 Cr.***

This course examines various techniques used to assess complex business problems and opportunities, and to develop, implement, and control strategies to achieve organizational objectives. Students will discover the significance of strategic planning in managing organizational change. Prerequisite: 306.



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**402—Ethical Leadership and Sustainability, 3 Cr.**

This course is designed to introduce and cultivate students' ability to apply the core concepts of values, ethics, corporate social responsibility, and sustainability within organizations. Students will engage in critical questioning about themselves and the business environment. Upon completion of the course, students will be able to utilize an ethical framework critically for decision making, understand how Viterbo University's values can be instilled in organizations and society, and apply the concepts of corporate social responsibility and sustainability.

**403—Project Management, 3 Cr.**

This course provides an overview of the tools, techniques, and philosophies that are used in managing projects involving multiple team members and multiple resources. Students will develop the skills necessary to serve as project team members, or to operate as project managers. Focus is placed on the problems of selecting, initiating, operating, and controlling projects of varying sizes and degrees of complexity.

**410—Operations Management, 3 Cr.**

This course examines how organizations define, measure, and manage the quality of its products and services. Emphasis will be on the criteria and methodologies associated with quality management, project management, continuous improvement and benchmarking.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**Organizational Studies (ORST)****495—Organizational Studies Capstone, 3 Cr.**

The purpose of the course is to assist students in designing and completing a research project that integrated the focus and support areas of their organizational studies major. Students will design and implement the components of the research process, including a proposed title, the development of a problem statement and rationale, research questions for investigation, a working hypothesis, and an annotated literature review. Students will synthesize and apply the knowledge they have attained through their coursework, execute an original research project, and disseminate the results in a presentation. Prerequisite: COMM 211.

**Philosophy (PHIL)****100—Introduction to Ethics, 3 Cr.**

The purpose of this course is to introduce students to the practice of responsible ethical reflection and judgment. Students will learn about the practice of moral analysis, examine many influential moral theories, such as, Virtue ethics, Deontological ethics, and Utilitarianism, and look at many contemporary moral debates in applied ethics, such as the issue of capital punishment, euthanasia, animal rights, and abortion. Restricted to students with freshman and sophomore standing.

**101—Introduction to Philosophy, 3 Cr.**

This course considers the origin, nature and value of philosophy as a discipline unique in its method of exposing the underlying values in the human experience. With specific regard to the history of the Western philosophical tradition, this course aims at the development of a broad and coherent world-view. Restricted to students with freshman and sophomore standing.

**105—Critical Thinking, 3 Cr.**

This course will examine different forms of reasoning, such as deductive and inductive arguments, syllogisms, informal fallacies, explanation, justification, and basic logical proofs, in order to enable students to better evaluate and compose good arguments.

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**244—*Philosophy of Education and the Role of Philosophy for Children, 3 Cr.***

This course will explore the philosophical assumptions behind different theories and methods of education, paying close attention to how views of education have developed and changed over the last few centuries. In addition to exploring fundamental questions surrounding the nature and purpose of education, the course will also examine the potential value of philosophy for K-12 education. The last few weeks of the course are dedicated to understanding some of the current debates surrounding education, and takes up issues like who should decide the school curriculum, should values be taught in schools, what kind of testing works best for student learning, and similar contentious issues to do with school reform.

**286—*Special Topics***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**302—*Environmental Ethics, 3 Cr.***

This course is an introduction to the study of the philosophy of nature as articulated in terms of the relationship between humans and the environment in which they live. Philosophical, scientific, and religious perspectives on the environment will provide the context for a discussion of the ethics of environmental philosophy.

**310—*Philosophy of Religion, 3 Cr.***

Philosophical examination of the assumptions of religion. Possibility of proofs for the existence of the Divine. Western and Oriental concepts of God. The contemporary scene: belief and unbelief. An examination of relations among God, humans, and nature. Prerequisite: 160, 342, VUSM 126, or 127.

**311—*Philosophical Readings— Ancient, 3 Cr.***

Students will cover selections from original and/or secondary texts on philosophers from a given historical period, learning the contrasts and developments of great ideas pertaining to such questions (among many others) as the existence or non-existence of God, the relationship between faith, skepticism, and reason, basis of human ethics, the nature of the mind/soul, and the role of senses versus reason in the origin of human knowledge. Time period covered is Pre-Socratics, Plato, Aristotle, and later philosophers through about 100 A.D. Students are strongly encouraged to have had either 100 or 101 prior to taking this course.

**312—*Philosophical Readings— Medieval, 3 Cr.***

Students will cover selections from original and/or secondary texts on philosophers from a given historical period, learning the contrasts and developments of great ideas pertaining to such questions (among many others) as the existence or non-existence of God, the relationship between faith, skepticism, and reason, free will and determinism, relationship between philosophy and the origins of science, the basis of human ethics, the nature of the mind/soul, and the role of senses versus reason in the origin of human knowledge. Covers medieval philosophy touching on Franciscan and other Catholic sources, as well as Islamic sources. Students are strongly encouraged to have had either 100 or 101 prior to taking this course.

**313—*Philosophical Readings— Modern, 3 Cr.***

Students will cover selections from original and/or secondary texts on philosophers from a given historical period, learning the contrasts and developments of great ideas pertaining to such questions (among many others) as the existence or non-existence of God, the relationship between faith, skepticism, and reason, free will and determinism, relationship between philosophy and the origins of science, the basis of human ethics, the nature of the mind/soul, and the role of senses versus reason in the origin of human knowledge. Time period covered is 16th through early 19th century with readings from some of the following thinkers: Descartes, Pascal, Hume, Locke, Leibniz, Spinoza, Kant, Hegel, Nietzsche, Kierkegaard. Students are strongly encouraged to have had either 100 or 101 prior to taking this course.

**315—*Ethics and the Law, 3 Cr.***

This course will examine the concept of law as a directive human enterprise from a historical and philosophical perspective, focusing on the American legal tradition. Natural Law and Legal Positivist approaches to law will be discussed. Philosophical questions to be addressed may include views on the propriety and impropriety of

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judges interpreting laws in terms of social values, the intent of legislators, particular moral codes, and/or the intentions of Constitutional authors. This may also include discussions about the advantages and disadvantages of approaches such as strict constructionism, judicial activism, and intermediate approaches to law. Some analysis of historically significant U.S. Supreme Court cases on a variety of subjects is likely.

***316—Philosophy in Literature, 3 Cr.***

This course will examine philosophical ideas about such topics as love, community, success, and death, using literature which examines these issues as a focus for the discussion.

***317—Philosophy of Science, 3 Cr.***

The goal of the course “Philosophy of Science” is to introduce students to many of the underlying assumptions, conceptual foundations, and implications of science as a distinctive approach to understanding the world. There is much contemporary debate on the different methodologies and types of reasoning used in science, and the extent to which science provides ‘objective’ knowledge of the ‘real’ world. Some of the specific themes the class will address are as follows: the presuppositions of scientific reasoning, the nature of scientific explanation, the problems of reductionism, induction and scientific realism, the question of how science progresses, the social character of science and whether science has any obligations to larger society. We will explore these themes both in a general way as well as through the lens of particular disciplines. For example: biology and the evolution/intelligent design debate, cognitive psychology and the nature of consciousness debate, physics (quantum mechanics) and the nature of reality debate, and astronomy/cosmology on the big bang and the question of ‘fine-tuning.’ The aim of the course is to show students that although science is clearly seen as separable from philosophy, deep philosophical assumptions continue to shape the character of scientific investigation in virtually all its manifestations.

***320—Logic, 3 Cr.***

Introduction of the basic concepts and techniques of both Aristotelian syllogism and Modern symbolic logic, designed to equip students to analyze and evaluate arguments employed in scientific and non-scientific discourse.

***321—Ethics, Life Decision, and Medicine, 3 Cr.***

The ethical issues of health care are some of the most controversial and interesting of our day. In this course, ethical theory is critically examined and applied to moral problems in health care, sometimes using the medium of films and case studies. Moral problems in contemporary medical practice and public policy such as informed consent, euthanasia, confidentiality, termination of treatment, HIV/AIDS, genetics, the allocation of scarce resources, surrogate decision making, advance directives, paternalism, and research involving human and animal subjects are analyzed and discussed. The early part of the course is organized around the principles of respect and autonomy, justice, nonmaleficence, and beneficence. Recommended for non-health care professionals.

***333—Philosophical Readings— 19<sup>th</sup> to 20<sup>th</sup> Century, 3 Cr.***

Critical examination of the most important philosophical trends of the 19th and 20th centuries. Pragmatism, positivism, Marxism, existentialism, linguistic analysis, and process philosophy. May be repeated for credit.

***340—Philosophy of the Human Person, 3 Cr.***

Philosophical examination of the nature, development, and destiny of the human person.

***346—Asian Philosophy, 3 Cr.***

Asian Philosophy is a course designed to acquaint students with the diversity of Asian philosophy and thought. It will include the many variant and competing philosophies within Hinduism, Buddhism, Confucianism, and Taoism. The purpose of this course will be to acquire an appreciation for the richness and depth of Asian thought, both historically and conceptually. Furthermore, conceptual comparisons will be made with Western philosophy to include points of historical interface between the two.

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**360—Political Philosophy, 3 Cr.**

A critical historical exploration of timeless political questions through the classical works of thinkers such as Plato, Aristotle, Locke, Machiavelli, Marx, and others. Central themes may include the moral/personal versus economic/social dimensions of justice, the dangers and advantages of various forms of government, the nature of human rights, the dangers and advantages of private property, the role of the family, religion, and money in society, the basis and limitations of governmental power, and the relationship of politics and ethics. This includes some application to contemporary political issues and theories. Offered every other spring. Students are strongly encouraged to have had either 100 or 101 prior to taking this course.

**365—Philosophy in Latin America, 3 Cr.**

The purpose of the course “Philosophy in Latin America” is to introduce students to the depth and diversity of philosophy in Latin America. The course examines how philosophy in Latin America develops in response to the larger socio-political context, re-thinking European ideas to make sense of the unique realities of Latin America. The course is designed historically, spending the first few weeks looking at the early reception of academic philosophy in Latin America in the 16th century, while the rest of the semester focuses on the major intellectual trends of the 19th and 20th centuries (Positivism, Marxism, Philosophies of cultural identity and liberation philosophy). Because the philosophical diversity in Latin America is so extensive, the course will largely focus on how philosophy is employed in the analysis of cultural institutions, racial identity, ideologies of subjugation, and dialogues of colonized resistance. In examining the different ways that philosophy is pursued in Latin America, students will also discuss the extent to which Latin American philosophy changes the nature of ‘doing’ philosophy.

**370—Philosophy of Art and Beauty, 3 Cr.**

The purpose of this class is to introduce students to the field of ‘aesthetics,’ which is a branch of philosophy that deals with questions concerning the nature of art. We will explore such questions as: What is beauty and why are human beings interested in it? What is the nature/purpose of art? Is there an exemplary type of aesthetic experience? What distinguishes a work of art from other cultural products, such as furniture or velvet Elvis paintings? Can a work’s aesthetic value remain independent of its moral and political message. In what way is natural beauty different from artistic beauty? Students will reflect on these and related issues through examining many of the most influential writers on aesthetics; for example: Plato, Kant, Hegel, Nietzsche, Dewey, and Danto. The overall goal of the class is to introduce students to the depth and range of artistic activities, help student recognize the various ways in which art appeals to human beings, and show students the larger implications that questions about art and beauty can have for understanding human nature.

**375—Philosophy and Film, 3 Cr.**

This course explores the relationship between philosophy and film by examining the ways that philosophy helps us understand film as a unique artistic medium, as well as how film helps us grasp complicated philosophical problems with newfound clarity. The first few weeks of the course use philosophy to analyze the deeper aesthetic foundations and socio-political implications of film as an artistic medium that ‘represents’ ‘reality.’ The remainder of the course uses films like the Matrix, Inceptions, The Dark Knight, Memento, Minority Report, and Contact to unpack traditional philosophical problems, such as, the distinction between appearance and reality, the problem of free-will, the conflict between faith and reason, the problem of self-identity, and issues of moral choice and obligation. The overall goals of the class are to deepen students’ appreciation for film as a mode of intellectual inquiry, broaden the relevancy of philosophy as a way of thinking about the world and enhance critical and creative reasoning.

**381—Philosophy of History, 3 Cr.**

A survey of influential interpretations of history from the Greeks to Foucault and Fukuyama. We will trace and analyze the major interpreters of history and historical knowledge through the influential Greek, Roman, and European epochs to finally globalization.

**400—Seminar: Ethics, 3 Cr.**

This seminar will examine various problems in ethical theory, with a view to explaining how they can be resolved within the framework of a virtue ethics. Readings will include classical texts such as Aristotle, Aquinas or Hume, as well as modern virtue theorists and their critics.

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**486—Special Topics**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**490—Practicum, 1–3 Cr.**

A community service-based experience arranged interdepartmentally which focuses on the actual application of ethical frameworks in a job-related setting. Permission of instructor required.

## **Physics (PHYS)**

**102—Physical Science, 4 Cr.**

Three hours lecture/two hours lab per week.

An introduction to the physical sciences stressing the processes and major concepts central to its development, such as energy, force, motion, and the structure of the universe. Stress on the reciprocal influence of this development in the changing social world.

**250—General Physics I, 3 Cr.**

Three hours lecture per week.

An introduction to the fundamental principles of physics using algebra and trigonometry designed primarily for biology and pre-health students. Topics covered include kinematics, dynamics, oscillatory motion and fluid mechanics. Offered fall semesters. Must be taken concurrently with 270. Prerequisite: placement into MATH-220 or concurrent enrollment into MATH-113.

**251—General Physics II, 3 Cr.**

Three hours lecture per week.

This course is a continuation of 250. Topics covered include gravitation, electricity, basic circuits, magnetism and optics. Must be taken concurrently with 271. Prerequisite: grade of C or higher in 250.

**260—University Physics I, 3 Cr.**

Three hours lecture per week.

A calculus-based introduction to the fundamental principles of physics designed primarily for physics, chemistry, biochemistry and pre-engineering students. Topics in kinematics, dynamics, oscillatory motion, and fluid mechanics. Offered fall semester. Must be taken concurrently with 270 and MATH 220.

**261—University Physics II, 3 Cr.**

Three hours lecture per week.

This course is a continuation of 260. Topics covered include gravitation, electricity, basic circuits, magnetism, and optics. Offered spring semester. Must be taken concurrently with 271. MATH 221 taken concurrently is also recommended. Prerequisites: grade of C or higher in 260; grade of C or higher in MATH 220.

**270—Introductory Physics Laboratory I, 1 Cr.**

Two hours lab per week.

Lab component for 250 and 260. Offered fall semester. Must be taken concurrently with 250 or 260.

**271—Introductory Physics Laboratory II, 1 Cr.**

Two hours lab per week.

Lab component for 251 and 261. Offered spring semester. Must be taken concurrently with 251 or 261.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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**305—Classical Mechanics, 3 Cr.**

Three hours lecture per week.

An intermediate level course on classical mechanics. Topics include particle dynamics, Lagrangian and Hamiltonian mechanics, central force motion, and dynamics of systems and rigid bodies. Offered fall semester of odd years. Prerequisites: grade of C or higher in 261 or 251 and MATH 221; MATH 320 highly recommended.

**311—Electricity and Magnetism, 3 Cr.**

Three hours lecture per week.

An intermediate level course on electric and magnetic fields. Topics include electrostatics, magnetostatics, induction, dielectric and magnetic materials, and Maxwell's equations. Offered spring semester of even years. Prerequisites: grade of C or higher in 251 or 261; grade of C or higher in MATH 221; MATH 320 highly recommended.

**321—Waves and Optics with Medical Physics Applications, 4 Cr.**

Three hours lecture/two hours lab per week.

An intermediate level course on acoustic and electromagnetic waves with emphasis placed upon their applications in medicine. Selected topics include the wave equation, reflection, refraction, diffraction, interference, radiation, absorption, scattering and medical ultrasonics. Offered fall semester of even years. Prerequisites: 251 or 261; MATH 221; MATH 320 highly recommended.

**338—Biomechanics, 3 Cr.**

Three hours lecture/discussion per week.

The course provides an overview of musculoskeletal anatomy, the mechanical properties and structural behavior of biological tissues, and biodynamics. Specific course topics will include structure and function relationships in tissues and organs; application of stress and strain analysis to biological tissues; analysis of forces in human function and movement; energy and power in human activity; introduction to modeling viscoelasticity of tissues. Finally, the course will include the beginning stages of a biomechanical design project. Prerequisite: grade of C or higher in 250 and 270 or 260 and 270, BIOL 482. (Equivalent to BIOL 338.)

**360—Thermodynamics, 3 Cr.**

Three hours lecture per week.

Theoretical treatment of the laws that govern chemical and physical change. Topics include an introduction to quantum mechanics including molecular energies and spectra, real gases, classical thermodynamics, solution thermodynamics, electrochemistry, and chemical kinetics. Prerequisites: grade of C or higher in 121, MATH 221, PHYS 251 or 261; MATH 320 highly recommended. (Equivalent to CHEM 360.)

**363—Modern Physics, 4 Cr.**

Three hours lecture/two hours lab per week.

The first half of the course will provide an introduction to the developmental history and theory of quantum mechanics using the wave mechanics approach. Topics include complementarity, basic solutions to Schrodinger's equation, and the application of quantum theory to the atom. The second half of the course will address additional topics in modern physics, including relativity, nuclear physics, applications of nuclear physics, particle physics and cosmology. Offered spring semester of odd years. Prerequisites: grade of C or higher in 251 or 261; grade of C or higher in MATH 221; MATH 320 and PHYS 321 highly recommended.

**486—Special Topics**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**498—Directed Research Experience, 1–4 Cr.**

A student-driven research experience under the supervision of a faculty mentor or an internship director. Two credits will be the standard credit given for this course. Research contracts will be required for everyone who registers, with fewer or additional credits given depending on the approved project and time commitment.

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Each faculty member will offer one section of this class per year. Prerequisite: grade of C or higher in BIOL or CHEM 397. Permission of the division chairperson required. May be repeated for a maximum of six credits.

## Political Science (POSC)

### ***120—Introduction to Political Science, 3 Cr.***

A study of how we understand politics, in what context political activity takes place, and how we as citizens act politically. The course also investigates what government does and how government works so that we may better understand change and its affect on politics.

### ***121—Introduction to American Government, 3 Cr.***

A study of the American national governing environment: the constitutional basis for our democratic evolution and the unique American political experience. Also, an investigation of the contemporary state of American government.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***320—American Public Policy, 3 Cr.***

A survey of the American national and state public policy environment. After focusing on the structures and functions of the American governmental institutions, the course will investigate the political outcomes of the current public policy agenda. Prerequisite: 121.

### ***382—Latin American Politics, 3 Cr.***

The course focuses on themes of political culture, civil society, institutions and policy-making processes and policy issues as these relate to the consolidation of democracy in Latin America and the Caribbean. Some emphasis will be placed on the larger countries in the region. Lectures will be presented on much of the material assigned in the course reading schedule. At times a seminar-discussion format in a collective search and evaluation of the reading assignments will be used.

***486—Special Topics***—see page 104 for description.

***487—Internship***—see page 104 for description.

***488—Independent Study***—see page 104 for description.

## Psychology (PSYC)

### ***100—Effective Behavior, 3 Cr.***

This course is an examination of the basic psychological nature of human beings. The focus is on behavior in both a personal and social context, and applications to achieve more effective behavior and personal growth in a complex and changing world.

### ***110—Human Sexuality, 3 Cr.***

Human Sexuality explores the biological, psychological, and social/cultural aspects of human sexual behavior. Students evaluate the emotional, behavioral, and cognitive interactions between personal values and societal expectations. (Equivalent to SOCL 110.)

### ***171—General Psychology, 3 Cr.***

This course introduces students to the study of behavior and mental processes including cognition, learning, memory, motivation, emotion, interpersonal interactions, psychological disorders, and much more. Students

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receive exposure to the breadth of the scientific field of psychology with an emphasis on evaluating behavior from a biopsychosocial perspective.

***205—Introduction to Chemical Dependency, 3 Cr.***

This course provides an overview of chemical abuse and dependence, examining the impact on society, families, and individuals. Students will be introduced to the scope and nature of the field of chemical dependency, including a historical perspective. Special emphasis will target the Biopsychosocial model of addiction, prevention, family dynamics, special populations, and treatment modalities.

***220—Lifespan Developmental Psychology, 3 Cr.***

This course will provide a survey of the major theories, research methodology, and research findings focusing on physical, cognitive, language, and social-emotional development, and the contexts that influence development. Prerequisite: 100 or 171.

***223—Applied Statistics for the Social Sciences, 3 Cr.***

Applied Statistics prepares students to understand and conduct statistical techniques commonly employed in any discipline involving scientific research. Descriptive techniques and related concepts include visual display of data, measures of central tendency, and variability. Inferential techniques and related concepts include probability, data distributions, hypothesis testing, t-tests, correlation and regression, analysis of variance, and nonparametric tests. Students will learn to use statistical software including spreadsheets and SPSS. Not open to students who are enrolled in or have earned credits in MATH 130 or 230. Prerequisite: acceptable math placement score or grade of C or higher in MATH 001 or 091. (Equivalent to SOCL 223.)

***230—Research Methods, 3 Cr.***

Research Methods focuses on the application of the scientific method in psychological research to empirically and systematically evaluate behavior and mental processes. Students develop skills related to measurement, sampling techniques, research design, descriptive and inferential statistics, information technology, APA format, and oral communication of research findings. Prerequisite: 171.

***250—Social Psychology, 3 Cr.***

Social Psychology examines human behavior as a function of the social environment. Students explore many concepts including gender and culture issues, communication and persuasion, conformity, peer pressure, aggression, prejudice and discrimination, attraction, and altruism. Prerequisite: 171 or SOCL 125. (Equivalent to SOCL 250.)

***261—Introduction to Biopsychology, 4 Cr.***

Three hours of lecture/two hours lab per week.

Introduction to Biopsychology provides a survey of the biological causes, correlates, and effects of normal and abnormal behaviors from neurobiological, neuroendocrine, and evolutionary perspectives. Topics covered include cognition, language, learning, memory, emotion, addiction, sex and gender, and psychological disorders. The weekly lab session employs experiential learning of the techniques and practices of biopsychology and includes oral communication of research findings. Prerequisites: four credits of BIOL, three credits of PSYC. (Equivalent to BIOP 261.)

***270—Interviewing and the Helping Relationship, 3 Cr.***

This course is an introduction to the generic aspects of interviewing in the helping relationships as well as providing opportunity to practice and develop interviewing skills and related oral communication skills. This course is recommended for any student planning to work within a helping profession.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.



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**305—Psychopharmacology, 3 Cr.**

This course examines the major categories of illicit and prescribed psychoactive drugs and their use, effects, and potential for abuse. The neural mechanisms of drug action, along with the physical and behavioral consequences of use and abuse, are explored. Emphasized concepts include the physiological and psychological mechanisms of addiction, tolerance, and withdrawal. Prerequisite: 171. Restricted to students with junior standing or higher.

**310—Child Psychology, 3 Cr.**

This course involves an advanced, in-depth study of influential theories, research methods, and research findings concerning child development. Students will learn about physical, cognitive, social, and emotional development; and how factors within the child, family, society, and culture influence developmental processes. Students will also explore how developmental theories and research can be applied in everyday contexts and used to promote health development. Prerequisite: 100 or 171.

**320—Psychology of Adulthood, 3 Cr.**

This course involves an advanced, in-depth study of influential theories, research methods, and research findings concerning development in adulthood. Students will learn about physical, cognitive, social, and emotional development in adulthood; and how factors within the individual, society, and culture influence developmental processes. Students will also explore how adult development theories and research can be applied in everyday contexts and used to promote healthy development. Prerequisite: 100 or 171.

**330—Critical Inquiry in Psychology, 3 Cr.**

In this course, students will refine and extend the knowledge and skills they have obtained in previous courses. Students will be required to prepare a comprehensive literature review and research proposal on a specific topics in psychology. This process will help students to develop competencies in understanding, summarizing, and critiquing professional literature in psychology; and in using prior literature to motivate and inform the design of new research projects. Prerequisite: 230 or 261 or BIOP 261. Restricted to students with junior standing or higher.

**335—Learning and Cognition, 3 Cr.**

This course provides an in-depth exploration of human learning and cognition, focusing on such topics as: perceptions, attention, memory, knowledge representation, language, decision making, problem solving, and intelligence. Students will learn about classic and contemporary questions in these areas and how researchers use scientific methods to study these questions. Students will also conduct and participate in research experiments to practice and demonstrate learned concepts. Prerequisite: 230. Restricted to students with junior standing or higher.

**340—Behavior Disorders, 3 Cr.**

Modern concepts of defining behavior disorders, detailing the causal factors and outcomes of various maladaptive patterns. This course also deals with assessment as well as treatment and prevention of abnormal behavior at both individual and group levels. Prerequisite: 100 or 171. Restricted to students with junior standing or higher.

**342—Health Psychology, 3 Cr.**

Health psychology is an exciting interdisciplinary field of study that explores the complex bi-directional relationship between psychological and physical health. This course examines the interactions between chronic medical conditions and psychological factors, such as stress, psychological states, and personality. Students will also learn about strategies for coping with stress and improving health and well-being, as well as the benefits of stress. Prerequisite: 171.

**344—Sports Psychology, 3 Cr.**

This course discusses the application of psychological theory and research to sports and recreation. Topics will include motivation, competition and cooperation, arousal, stress and anxiety, group and team dynamics, group cohesion, intrinsic motivation, leadership, imagery, concentration, athletic injuries and psychology, burnout and overtraining, children and sport psychology, and aggression in sports. Prerequisite: 100 or 171.

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**345—Industrial Psychology, 3 Cr.**

Psychological principles, concepts, research and methods applicable to industry settings are explored. Topics include personnel selection, placement, training, motivation, social and group factors in work organizations, and human engineering. Prerequisite: 100 or 171.

**351—Psychological Testing, 3 Cr.**

This course explores the theory and methods of measuring human behavior. A survey of representative tests of intelligence, performance, achievement, interests, attitudes, personality, and special aptitude is predicted. Prerequisites: 171, 230, MATH 130 or 230 or PSYC 223 or SOCL 223. Restricted to students with junior standing or higher.

**352—Cognitive Behavior Therapy, 3 Cr.**

Behavior and cognitive therapy theory and techniques are applied to self-change. Assessment and treatment of mental health problems addressed in the light of current research. Prerequisite: 270, 340.

**365—Group Dynamics, 3 Cr.**

Understanding and competence in practice with a wide variety of treatment and task groups are explored with focal areas on individual group members, the group as a whole, and the group's environment. Generic skills for leading treatment and task groups are developed. Prerequisites: 270, 340.

**374—Positive Psychology, 3 Cr.**

Although psychology historically focused on negative aspects of life (psychopathology, retardation and aggression), Positive Psychology focuses on the more positive (mental health, creativity and pro-social behavior). Topics in this course will also include happiness, humor, human strengths, flow, peace, resilience, optimism, empathy and altruism, love and companionship, and relaxation and mindfulness. Emphasis will be on both scientific findings and the application of those findings in one's personal life. The course will include a significant self-change project. Prerequisite: 100 or 171.

**421—Family Therapy, 3 Cr.**

An overview of various family forms, the family life cycle, and healthy family functioning will be provided, followed by a review of the major theories of systemic family therapy. Basic family therapy process and outcome research will be reviewed. The code of ethics will be applied to clinical ethical dilemmas. A role play format will be used to practice basic therapy counseling skills. Prerequisites: 270, 340. Restricted to students with junior standing or higher.

**422—Theories of Counseling, 3 Cr.**

Two hours instruction/two hours lab per week.

Comparative study and application of major theories of counseling are experienced. This includes supervised laboratory experience in the techniques of individual and group counseling. Current empirical trends and evidence will be reviewed. Prerequisites: 270, 340, or concurrent.

**423—Alcohol and Drug Abuse Professional Issues, 3 Cr.**

Students in this course will develop a theoretical foundation and effective counseling skills for work in the specialized field of substance abuse disorders. Topics to be covered will include philosophies, practices, policies, and outcomes of the most generally accepted and scientifically supported models of treatment, recovery, relapse prevention, and continuing care for addiction and other substance-related problems. Prerequisites: 205, 270; 422 or concurrent enrollment. (Equivalent to ADCT 423.)

**424—Motivational Interviewing, 3 Cr.**

This course is designed to provide skills training for individuals who are exploring a medical or clinical based career. Motivational Interviewing (MI) is an evidence-based communication strategy that is useful for people who are ambivalent about change. MI has been adapted to a variety of health care settings and currently there are models of MI for physicians, nurses, dietitians, and social workers in addition to counseling professionals. Prerequisite: 171, 270 or NUTR 371.

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**425—History and Systems of Psychology, 3 Cr.**

This course consists of historical and philosophical development leading to modern psychological views. Prerequisite: 100 or 171. Restricted to students with junior standing or higher. Permission of instructor required.

**427—Alcohol and Drug Abuse Professional Skills, 3 Cr.**

This course focuses on the application of assessment and treatment planning to the field of substance abuse. Topics include assessment instruments and procedures, psychosocial interviews, development of behavior treatment goals, record keeping, case management and ethical considerations. Prerequisite: 340 or concurrent. (Equivalent to ADCT 427.)

**430—Behavioral Neuroscience, 3 Cr.**

Students in Behavioral Neuroscience will explore a variety of advanced issues in biopsychology related to both normal and abnormal expressions of behavior through current primary scientific literature. Example topics include neuroendocrinology, neurotoxicology, neurogenetics, cognitive neuroscience, and neuroethics. Prerequisite: 261 or BIOP 261 or BIOL 353. Restricted to students with junior standing or higher. (Equivalent to BIOP 430.)

**435—Qualitative and Interpretive Research, 3 Cr.**

This course explores the theoretical underpinnings for conducting qualitative and interpretive research. Students will learn and apply qualitative research design, develop skills in several data collection strategies including in-depth interviewing and field studies. Prerequisite: 171, 230. Restricted to students with junior standing or higher.

**481—Psychology Practicum, 2-4 Cr.**

Non-classroom experiences in the field of psychology plus one hour of class per week. Placements are off-campus, part-time, and with or without pay. Placements will be in agencies providing psychological services, and a mental health professional will be on-site to provide supervision. Students will participate in individual and/or group helping relationships designed to promote movement toward realization of the client's full potential and psychological well-being. Credit for experiences must be sought prior to occurrence, and learning contracts must be submitted before the end of the first week of the semester. Prerequisite: 340. Restricted to students with junior standing or higher. May be repeated for credit.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

**489—Advanced Research, 1-4 Cr.**

Students will carry out a research project. This may involve implementing the research they developed in 330 or developing a new project. The course includes a one-hour meeting of all students each week with the faculty directing the course. Prerequisite: PSYC 330. Restricted to students with junior standing or higher. May be repeated for credit. (Equivalent to ADCT 489.)

**499—Psychology Capstone, 2 Cr.**

In the capstone course, students prepare a formal report in APA style of an internship, advanced research, or other approved experience. Students also present their report to a scholarly audience, and refine their academic portfolio, which is then presented to the faculty for review prior to graduation. Restricted to students with junior standing or higher. Prerequisite: 481 or 487 or 489. (Equivalent to ADCT 499.)

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## Religious Studies (RLST)

### ***160—Introduction to Theology, 3 Cr.***

This class is designed to familiarize students with Christian tradition—its scripture, history, and documents—as well as with the resources and methods of Christian theology. It provides a foundation of readings and skills to prepare students for the further study of theology. Restricted to students with freshman and sophomore standing.

### ***215—Biblical Studies I, 3 Cr.***

This course is the first two years of a four-year program supported by the La Crosse Diocesan School of Biblical Studies. Year one offers Old Testament foundations: Genesis through 1 & 2 Kings discussing Creation, Abrahamic covenant, Moses and the exodus and the establishment of the nation and kingdom of Israel. Year two offers an introduction to the New Testament foundations: the Gospels and the life of Christ, early church development (Act of the Apostles), substantive Pauline literature (1 & 2 Corinthians, Romans), and a review of the Book of Revelation. Restricted to students in the Diocesan School of Biblical Studies. May be repeated once for credit. Graded CR/NC.

### ***216—Biblical Studies II, 3 Cr.***

This course is the last two years of a four-year program supported by the La Crosse Diocesan School of Biblical Studies. Year three offers the Old Testament history: the Babylonian captivity, the work of the major and Minor prophets, and the return from exile. Year four offers an introduction to the poetry and wisdom of the Old Testament, a review of the Gospel of Matthew, the Pauline pastoral letters, and the Catholic Epistles. A brief review of the Epistle to the Hebrews will conclude this course. Restricted to students in the Diocesan School of Biblical Studies. May be repeated once for credit. Graded CR/NC.

### ***222—Survey of Biblical Literature, 3 Cr.***

This course will review the history and writings of the Old Testament and New Testament of Christian sacred scriptures. A brief overview of the history and content of each book of the Bible and a general outline of each will be presented. Major narratives in both testaments will serve to explain the Christian worldview and the high regard many Christians have for the Holy Bible. Prerequisite: 160, 342, VUSM 126, or 127.

### ***230—Theology of Justice and Peace, 3 Cr.***

A study of the meaning of justice and peace: in the Biblical context, in social encyclicals and in our lives as Christians today. An examination of forms of violence and oppression in persons and in structures. Emphasis on possible positive responses: acting justly, making peace, liberating the oppressed. Prerequisite: 160, 342, VUSM 126, or 127.

### ***260—Servant Leadership, 3 Cr.***

The course is an orientation to the foundations of servant leadership. Principles of leadership, service, organizational development and community-building will be explored as theories and practiced as skills. Jesus Christ will be our primary example of servant leadership. Prerequisite: 160, 342, VUSM 126, or 127. (Equivalent to SVLD 260.)

### ***280—Liturgy and Worship, 3 Cr.***

An exploration of the historical, liturgical, and pastoral principles of Worship and Liturgy. This course will use the worship of the Roman Catholic Rite as the foundation for the study of worship in the Christian tradition. This course would be of use to anyone planning, leading, or seeking a greater understanding of liturgical traditions and celebrations. Prerequisite: 160, 342, VUSM 126, or 127.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

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**311—The Gospels, 3 Cr.**

A comprehensive exploration and study of the canonical Gospels and their place within Christianity. Prerequisite: 160, 342, VUSM 126, or 127.

**317—Theological Perspectives in Film, 3 Cr.**

As Christians, we believe that God is in all things. Often it is difficult to see God in the world. This course uses films (and similar media) to help participants develop an ability to recognize theological and Christian themes and practice methods of theological reflection. A variety of films will be shown, rated G-R, on themes of sacrifice, vocation, leadership, forgiveness, love, family, faith, and Catholic tradition. Prerequisite: three credits of RLST or junior standing. Restricted to religious studies and philosophy majors and minors and to students in the honors program. Prerequisite: 160, 342, VUSM 126, or 127.

**331—Church History, 3 Cr.**

A survey of the history of the Christian Church: its leaders, conflicts and development from the age of the Apostles to contemporary times..

**342—Perspectives in Christian Theology, 3 Cr.**

This course of study will focus on the systemic nature of Christian doctrine and its theological application in the life of the Christian Church. The theological and doctrinal life of the church from the first century to the present era will be reviewed with special emphasis on contemporary developments. As a Catholic, Franciscan, ecumenical University, this Viterbo course will emphasize the unique Christian theological experience and its application to personal and communal life. Christian morality, and spirituality will explain the Christian worldview as it intersects with the secular age. Restricted to students with junior standing or higher. Students may not earn credit for both 160 and 342.

**345—The Catholic Community, 3 Cr.**

The place of community in religious experience; the question of leadership; authority, membership, ministry, and life within the Catholic community. Issues particular to the Catholic Church in the world today. Prerequisite: 160, 342, VUSM 126, or 127.

**348—Franciscan Theology, 3 Cr.**

A survey of the major theological contributions of the Franciscan intellectual tradition that include the writings of Bonaventure, Scotus, and Occam. A study of the impact Franciscan thought has had on global Roman Catholicism. Prerequisite: 160, 342, VUSM 126, or 127.

**352—Women and Religion, 3 Cr.**

This course will examine historical, contemporary and emergent roles of women in communities of religious thought and practice, and will analyze systemic issues regarding gender, class, race, and ethnicity. It will investigate the ways in which women understand themselves in relationship to the divine, to the call to wholeness, and to worship. Prerequisite: 160, 342, VUSM 126, or 127.

**356—Applied Perspectives in Servant Leadership, 3 Cr.**

Servant leadership is an attractive model for managing work and outcomes for success in the world. The role model for servant leadership woven through this course material is Jesus Christ as taught in the New Testament of the Holy Scriptures. This course attempts to identify, articulate, and apply practical skills of a servant-leader, not merely from the Christian perspective but all traditions that borrow from the Christian witness. In addition, this course will explore ways various organizations apply servant-leadership within their commercial structure. Prerequisite: 260, 160 or 342 or VUSM 126. (Equivalent to SVLD 356.)

**360—Theology of Pastoral Ministry, 3 Cr.**

The ministry of Christ and the Churches. A historical overview of ministry in the Church. An exploration of ordained and non-ordained ministry and the emergence of ecclesial ministers in the Church today. Course includes theological reflections on the personal experience of the minister and its pastoral implications. Prerequisite: 160, 342, VUSM 126, or 127. Restricted to students with junior standing or higher.

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**380—Environmental Spirituality, 3 Cr.**

A course rooted in Biblical, Franciscan, and Catholic social teaching heritages which explores a spirituality that supports a Christian response to environmental issues. Social analysis and theological reflection skill development will enable students to make appropriate life choices and contribute to the health of the planet. Prerequisite: 160, 342, VUSM 126, or 127.

**425—Christology, 3 Cr.**

A selective survey on how Christian tradition has viewed Jesus Christ from Biblical to modern times; the centrality of the role and mission of Jesus for contemporary persons. A study of Biblical and contemporary metaphors for Jesus. Prerequisite: 160, 342, VUSM 126, or 127.

**433—Faith and Practice of World Religions, 3 Cr.**

Faith and Practice in World Religions is a course introducing students to diverse religious traditions. Coursework will review various faith practices in their contemporary applications. Students will explore the academic study of religion, reviewing the hallowed stories of sacred writings, aesthetic symbols, rites of passages, and ethical standards of popular and ancient religious traditions. This course of study will provide students a framework within which to reflect on their own experiences. Religions introduced include Judaism, Christianity, Old Order Amish, Latter Day Saints, Jehovah's Witnesses, Hinduism, Buddhism, Islam, Taoism, Wicca, Native American spirituality, and American-created cults and aberrations. Prerequisite: 160 or 342. Restricted to students with junior standing or higher.

**440—Religious Education and Youth Ministry, 3 Cr.**

A survey course concerned with how the faith community interpreted and carried out its mission of religious education throughout the history of Christianity. Course will include the contributions of great religious educators over the centuries. Models of adult catechesis and various teaching techniques will be studied. Prerequisite: 160, 342, VUSM 126, or 127. Restricted to students with junior standing or higher.

**450—Sacraments and Sacramentality, 3 Cr.**

Religious rites have celebrated initiation, adulthood, guilt and reconciliation, ministry and commitment, sickness and death. A consideration of the religious person's response to the Divine in sacramental celebrations. Prerequisite: 160, 342, VUSM 126, or 127.

**465—Christian Morality, 3 Cr.**

This course delves into the processes of moral interpretation and moral decision making. Students will understand the moral decision-making process and the various ways in which the moral decision-making process is utilized. They will look critically at various church documents which speak to specific moral issues. Students will be expected to be able to apply the processes they have learned to various moral issues. Prerequisite: 160, 342, VUSM 126, or 127.

**481—Seminar, 2 Cr.**

Designed to assist majors in their integration of doctrinal and moral teachings. Discussion of both contemporary issues and modern theologians. Consideration given to both theoretical and pastoral dimensions. Prerequisite: 160, 342, VUSM 126, or 127.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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## Servant Leadership (SVLD)

### ***260—Servant Leadership, 3 Cr.***

The course is an orientation to the foundations of servant leadership. Principles of leadership, service, organizational development and community-building will be explored as theories and practiced as skills. Jesus Christ will be our primary example of servant leadership. (Equivalent to RLST 260.)

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***310—Servant Leadership, Social Justice, and Community Advocacy 3 Cr.***

Students in this course will examine the major theories and practices related to servant leadership, social justice, and community advocacy. Special emphasis will be placed on how people and institutions creatively engage with their communities.

### ***320—Resource Management and Stewardship, 3 Cr.***

This survey course explores the major theories and concepts related to fundraising, grant writing, resource management/allocation as well as stewardship practices. The course also provides a comprehensive overview of the philanthropic landscape in the United States. Selected topics of study include: developing and communicating the case for support, various forms of fundraising, campaign planning and management, benefactor stewardship and retention, prospect research and analytics, and volunteer engagement.

### ***356—Applied Perspectives in Servant Leadership, 3 Cr.***

Servant leadership is an attractive model for managing work and outcomes for success in the world. The role model for servant leadership woven through this course material is Jesus Christ as taught in the New Testament of the Holy Scriptures. This course attempts to identify, articulate, and apply practical skills of a servant-leader, not merely from the Christian perspective but all traditions that borrow from the Christian witness. In addition, this course will explore ways various organizations apply servant-leadership within their commercial structure. (Equivalent to RLST 356.)

### ***415—Social Entrepreneurship, 3 Cr.***

This course teaches leaders to identify resources in the communities they are serving in order to create solutions for social problems. The course will provide the theoretical framework and the practical applications of social entrepreneurship through case studies and the development of a personal social entrepreneurship project.

### ***450—Building Community, 3 Cr.***

One of the key characteristics of servant-leaders is facility in building community while respecting and supporting the diverse gifts of individuals. This course will examine the dynamics of community, ways of nurturing community development, finding core values, healing divisions, and facilitating change in congregations and other organizations.

***486—Special Topics***—see page 104 for description.

***487—Internship***—see page 104 for description.

***488—Independent Study***—see page 104 for description.

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## Social Work (SOWK)

### ***210—Introduction to Social Work, 3 Cr.***

This course introduces students to the profession of social work within contemporary society including the historical, social, economic, and political context of social work practice. Students develop an understanding of the connection between social work practice and social welfare policy. Social work values and ethics, including the profession's commitment to social justice and valuing of diversity, will be emphasized. Students are introduced to the social service delivery system, the person-in-environment perspective, and generalist social work practice. The course will help students consider the social work professional as a career choice. (Equivalent to SOCL 210.)

### ***240—Introduction to Research and Analytical Writing, 3 Cr.***

This sophomore level writing emphasis course introduces social work students to the research process, critical thinking, and analytic writing. Students will learn to critically read and evaluate sources and scholarly writing. Emphasis will be placed on learning to write in APA style. An overview and basic understanding of the scientific research process, with an emphasis on quantitative research is stressed. Ethical issues in human subject research and evidence based practice in social work are examined. This is the first course in a two-course research sequence required for social work majors. Prerequisite: ENGL 104 or 105 or 195. Restricted to social work majors.

### ***275—Introduction to Professional Practice, 3 Cr.***

Usually taken in the sophomore year, this course explores the diverse field of social work practice in and outside the classroom through 25 hours of service in a social service agency. Generalist social work is introduced including strength and empowerment based practice. Students examine the congruence of personal values with professional values, study social work ethics and learn about professional boundaries. Diversity and underserved client populations encountered in social work are discussed. Students will develop an awareness of professional identity, expectations, and practice that integrates the knowledge, values and skills of a social worker. Prerequisite: 210 or SOCL 210 or concurrent enrollment.

### ***280—Interview Skills for Social Work, 3 Cr.***

Students will learn essential interviewing skills for an empowering and strengths-based social work practice. The skills necessary for ethical practice from engagement to assessment in the planned change process are defined, modeled, rehearsed, and evaluated. Practice skills sensitive to the needs of diverse and vulnerable populations are learned and practiced in an actual interview. The course includes a structured lab with recorded interviews, instructor, and peer evaluations. Prerequisites: 210 or SOCL 210, admission to the social work program.

***286—Special Topics***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

### ***321—Social Work Practices I: Individuals and Families, 3 Cr.***

This course will provide students with knowledge and skills of generalist social work practice with individuals and families. Students will develop interviewing and practice skills in relation to working with clients of diverse racial, cultural, class, and religious backgrounds, as well as address social work values and ethics. The planned change process, ethical and purposeful use of self, and use of theory to guide practice will be emphasized. Prerequisites: 280, 331; admission to the social work program.

### ***328—Understanding and Working with Mexicans in the U.S., 3 Cr.***

The objective of this course is to learn and respect cultural diversity through the study of the complex relationship between Mexico and the U. S. The focus of this course is the present day realities of Mexican people working and living in the US. The course will offer knowledge, values and skills necessary to understand and work with Mexicans in the US. Students will learn about selected historical, social, cultural, political and economic events that shape the life of today's Mexicans as well as current policy and political decisions that are impacting Mexican in the US.



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**331—Human Behavior in the Social Environment I, 3 Cr.**

This course focuses on theory and knowledge of individuals and families including biological, social, psychological, spiritual, and cultural factors that impact human development and behavior. Utilizing the generalist approach to social work practice, a social systems perspective is applied to understand the relationships between individuals, families and the broader social environment. Diversity is presented in its many facets covering ethnicity, culture, race, social class, gender, sexual orientation, age, and disability. The impact of discrimination and other forms of oppression on individual development and behavior are examined. Prerequisites: BIOL 203, PSYC 100 or 171, SOCL 125, admission to the social work program.

**332—Social Work with the Elderly, 3 Cr.**

Students will gain an understanding of long living individuals in contemporary society, the social service delivery system, and diverse needs of aging persons, social policies and issues impacting the elderly and gerontological social work practice. Students will gain social work assessment skills appropriate to the elderly and learn basic screens for depression, substance abuse, suicide and physical abuse or neglect. Prerequisite: 210 or SOCL 210 or 125 or PSYC 100 or 171.

**333—Child Welfare, 3 Cr.**

This course surveys the field of child welfare. Students will acquire an understanding of the issues that impact the welfare of children in our society, including poverty, substance abuse, violence, and mental health concerns, the relationship between these issues and child abuse and neglect. Students will examine the issues involved in providing services to children affected by child abuse and neglect, unplanned pregnancy, foster care, and institutional care. The student will acquire knowledge relevant to working with children, biological parents, foster parents, adoptive parents, and other systems involved in for the welfare of children. Prerequisite: 210 or SOCL 125 or 210 or PSYC 100 or 171. Restricted to students with sophomore standing or higher.

**334—Social Work with Families, 3 Cr.**

This course provides an overview of social work practice with families. Using a family systems and family life cycle perspective, diversity in families will be examined. The dynamics of families experiencing a wide variety of life challenges such as divorce, remarriage, family violence, caring for aging parents, or homosexual family life and social work interventions with these family issues will be explored. Students will have the opportunity to reflect on their own family for the purpose of better understanding family dynamics from a nonjudgmental perspective. Prerequisite: 210 or PSYC 100 or 171 or SOCL 125 or 210. Restricted to students with sophomore standing or higher.

**340—Social Work Research, 3 Cr.**

This course will provide an overview of research methods appropriate for evaluating all levels of social work practice. Students will study the logic and ethics of research designs and practice evaluation. Selected research strategies will include single subject design, needs assessment, and program evaluation. Diversity and ethical issues are examined in all phases of the research process. Prerequisite: 240, admission to the social work program.

**341—Social Welfare Policy I, 3 Cr.**

This course examines the historical, social, and economic context of social welfare policy. Special emphasis is placed on the structural components of economic injustice and poverty, welfare programs, and welfare reform. The vulnerability of women, children, and people of color to experiencing poverty and social injustice nationally and globally is examined. Students will learn about the major social welfare programs that address financial and basic human needs. Students will be introduced to social policy analysis. Prerequisite: POSC 120 or 121, admission to the social work program.

**360—Interpersonal Violence, 3 Cr.**

This course will provide an overview of common forms of interpersonal violence (sexual assault, relationship violence, stalking, sexual harassment, human trafficking, and prostitution/pornography). Students analyze the interrelationships and connections between these and other social problems such as poverty, homelessness, crime, and substance abuse in the context of a sexist and racist culture. The impact of interpersonal violence on special populations (LGBT, the elderly, persons with disabilities) will be examined. Throughout the course

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students will have the opportunity to learn about community resources and agencies that work to combat this type of violence. Prerequisite: 210 or SOCL 210, PSYC 100 or 171 or SOCL 125.

***366—Community Based Mental Health Services, 3 Cr.***

Social workers and other helping professionals perform critical roles in mental health treatment teams, community support programs, and as advocates for mental health issues. This course provides an introduction to the community based mental health care delivery system. The strengths perspective is stressed with an emphasis on biopsychosocial aspects of mental health, social constructionist perspective of mental illness, and generalist practice. Psychological diagnosis for common mental illness is introduced for the purpose of working in interdisciplinary teams and in supportive roles with families. Evidence-based, best practice approaches are reviewed. Prerequisite: 210 or PSYC 100 or 171 or SOCL 125 or 210. Restricted to students with sophomore standing or higher. (Equivalent to SOCL 366.)

***421—Social Work Practice II: Groups and Communities, 3 Cr.***

This course will further develop the knowledge and skills of generalist social work practice by applying the planned change process to groups and communities. Students will learn alternative intervention strategies with populations at risk, and examine ethical conflicts in work with groups and communities. Prerequisites: 280, 321, 431; admission to the social work program.

***431—Human Behavior in the Social Environment II, 3 Cr.***

This course focuses on the theory and knowledge needed to understand human interaction in the social environment from a mezzo/macro perspective, including groups, communities, and organizations. Emphasis will be placed on viewing human behavior and social challenges as multi-causal and dynamic. Students will develop an understanding of how human diversity impacts the functioning of groups, communities, and organizations with particular focus on race, ethnicity, gender, and sexual orientation. Prerequisites: 331, admission to the social work program.

***441—Social Welfare Policy II, 3 Cr.***

Students examine the process of policy formulation at the state and federal levels and develop competencies to advocate for human rights, social and economic justice and engage in policy practice. Policies and programs associated with civil rights, aging, health and mental health are examined. The impact of these policies and programs on the well-being of racial and ethnic groups and populations at risk is addressed. Students develop skills in articulating a policy position and analyzing the adequacy and effectiveness of social welfare policy. Prerequisites: 341, POSC 120 or 121, admission to the social work program.

***456—Capstone Seminar in Gerontology, 3 Cr.***

This course will apply an interdisciplinary perspective to understand aging focusing on the topics of quality of life, diversity in aging populations, values and ethics in working with elders, impact of aging on the family, and preparing communities and organizations for this growing segment of the population. The challenges of aging will be viewed through a multidisciplinary approach applying knowledge from various disciplines such as nursing, nutrition, sciences, humanities, sociology, psychology, social services, criminal justice and religion. Students will examine issues from the perspective of their own discipline and discuss multidisciplinary perspectives to address the challenges of aging. This course is intended to be a capstone course for the gerontology minor and should be taken as one of the last courses in the minor sequence. Prerequisite: SOCL 244 or 344. Restricted to students with junior standing or higher. (Equivalent to SOCL 456.)

***476—National Social Work Exam Preparation, 1 Cr.***

This course will help senior social work majors prepare to take the national social work exam. Students will learn about test construction and item format, content areas, how to review and prepare for the exam and test taking strategies. Resources for content review will be made available as well as group review using actual exam items. Restricted to senior social work majors. Graded CR/NC.

***479—Field Education Preparation, 1 Cr.***

This course provides students with an overview of the field education experience and focuses on the work required to obtain an approved field education placement. The course meets for one hour per week and covers

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material regarding admission to field education, agency sites, placement process, agency interviews, field education expectations, learning contracts, NASW Code of Ethics field issues, and upcoming field education and senior capstone course overview. Students will complete many of the course requirements outside of class. Prerequisite: concurrent enrollment or completion of social work professional courses except for 480 and 482. Restricted to students with senior standing.

***480—Field Education, 9 Cr.***

In this agency-based practicum students practice with the knowledge, values, and skills developed throughout the social work curricula. Students engage in a structured, individualized, educational experience in a community agency setting. Viterbo University faculty liaisons, agency instructors and students collaborate to facilitate the transition from classroom to generalist social work practice. During the semester student provide social work services 30 hours per week, for a minimum of 450 hours, in an agency setting approved by the Viterbo University social work field director. A learning contract describes the EPAS Core Competencies and corresponding 41 practice behaviors that the student will learn and demonstrate in their agency practicum. Prerequisite: admission to social work field education. Must be taken concurrently with 482. Graded CR/NC.

***482—Senior Capstone, 3 Cr.***

The capstone is designed as a transition from academia to generalist practice in the final social work major course. The capstone is designed to support the student in their field agency and assist in the integration of the social work curricula. Emphasis is on organizational practice including ethics in agency settings, supervision, organizational functions and client systems. Information on credentialing, licensure and career development further the students' identification as a professional social worker. Must be taken concurrently with 480.

***486—Special Topics***—see page 104 for description.

***488—Independent Study***—see page 104 for description.

## **Sociology (SOCL)**

***110—Human Sexuality, 3 Cr.***

Human Sexuality explores the biological, psychological, and social/cultural aspects of human sexual behavior. Students evaluate the emotional, behavioral, and cognitive interactions between personal values and societal expectations. (Equivalent to PSYC 110.)

***125—Introduction to Sociology, 3 Cr.***

This course will introduce students to the theories and scientific methods that sociologists use to explain human behavior and describe the organization of society. Students will acquire a sociological perspective to analyze how individuals are products of their social environments. Students will also examine the social patterns that comprise systems of social inequality and major social institutions within contemporary American society.

***149—Human Service Experience, 1 Cr.***

This volunteer experience requires a minimum of 30 hours in the community. The human service agency setting is selected by the instructor and the students in the course. SOCL 149 satisfies the general education, community skills-service learning requirement for criminal justice majors. Sociology majors are required to take 149 and 249 to satisfy this requirement. Only three combined credits of 149, 249, and 349 will count toward the sociology major. Graded CR/NC.

***150—Introduction to Criminal Justice, 3 Cr.***

This course will provide students with an overview of the criminal justice system. The structure and function of the police, courts, and corrections, as well as the policies these agencies use to control crime, will be examined. Students will also debate controversial issues related to criminal justice processing and compare the ideal of justice with the reality under this system. (Equivalent to CRMJ 150.)

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**210—Introduction to Social Work, 3 Cr.**

This course introduces students to the profession of social work within contemporary society including the historical, social, economic, and political context of social work practice. Students develop an understanding of the connection between social work practice and social welfare policy. Social work values and ethics, including the profession's commitment to social justice and valuing of diversity, will be emphasized. Students are introduced to the social service delivery system, the person-in-environment perspective, and generalist social work practice. The course will help students consider the social work professional as a career choice. (Equivalent to SOWK 210.)

**223—Applied Statistics for the Social Sciences, 3 Cr.**

Applied Statistics prepares students to understand and conduct statistical techniques commonly employed in any discipline involving scientific research. Descriptive techniques and related concepts include visual display of data, measures of central tendency, and variability. Inferential techniques and related concepts include probability, data distributions, hypothesis testing, t-tests, correlation and regression, analysis of variance, and nonparametric tests. Students will learn to use statistical software including spreadsheets and SPSS. Not open to students who are enrolled in or have earned credits in MATH 130 or 230. Prerequisite: acceptable math placement score or grade of C or higher in MATH 001 or 091. (Equivalent to PSYC 223.)

**244—Social Gerontology, 3 Cr.**

This course is an introduction to the field of gerontology. It is multidisciplinary, examining biological, psychological, and sociological issues related to the aging process. Major theories, research methods and concepts in the field of gerontology will be addressed. Cultural and historical changes related to the treatment of the elderly, common stereotypes and attitudes toward aging, and cross-cultural differences will also be addressed in this course. Future issues and trends in Gerontology will be discussed. This course will be one of the courses required in the gerontology minor. Restricted to students with freshman or sophomore standing.

**245—Sociology of Sport, 3 Cr.**

This course will examine the social aspects of sports and how sports are a social construction that influences how people think, feel, and behave. This course will address various aspects of sports such as social and cultural values, children and sports, stratification in sports, minorities and gender issues in sports, as well as contemporary trends in the field. Finally, this course will examine the relationship between the various institutions and sport (family, religion, politics, economy, mass media) as well as social problems in sport.

**249—Human Service Experience, 1 Cr.**

This volunteer experience requires a minimum of 30 hours in the community. The human service agency setting is selected by the instructor and the students in the course. SOCL 149 and 249 satisfies the general education, community skills-service learning requirement for sociology majors. Only three combined credits of 149, 249, 349 will count toward the sociology major. Graded CR/NC.

**250—Social Psychology, 3 Cr.**

Social Psychology examines human behavior as a function of the social environment. Students explore many concepts including gender and culture issues, communication and persuasion, conformity, peer pressure, aggression, prejudice and discrimination, attraction, and altruism. Prerequisite: 125 or PSYC 171. (Equivalent to PSYC 250.)

**265—Seminar I, 3 Cr.**

The primary purpose of this course is to assist students with the development of written and oral communication skills for an academic audience. Emphasis is placed on conducting a scholarly literature review that will result in a written paper and oral presentation. A secondary goal of this course is to assist students with career preparation in the fields of criminal justice and sociology. Students will explore career options in their chosen field, plan for the required internship experience, draft a professional resume and cover letter, practice professional interview skills, and learn about graduate school options. (Equivalent to CRMJ 265.)

**286—Special Topics**—see page 104 for description.

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**288—Independent Study**—see page 104 for description.

**310—Sociology of Gender, 3 Cr.**

This course is designed to provide students with a sociological framework for analyzing gender arrangements in contemporary American society. It will examine the significance of social forces in shaping differences between men and women as well as the social problems created by rigid gender expectations. It will also explore gender inequality within major social institutions, focusing on men's and women's different experiences of and opportunities within work, family, sexuality, and medicine. Prerequisite: 125.

**320—Racial and Ethnic Groups, 3 Cr.**

Major ethnic, racial, and religious groups of the United States; majority-minority relations; conflicts and changing relations with the dominant culture; nature of prejudice and discrimination and their effects; alternative policies and strategies in contemporary America; exploration of personal attitudes regarding human relations issues.

**330—Cultural Anthropology, 3 Cr.**

Culture of pre-literate and contemporary societies. Concept of culture; elements of culture, including technology, economic and political organization, family and kinship, associations, ideology, arts, and language; dynamics of culture stability and change.

**338—Quantitative Research Methods, 3 Cr.**

This course provides an introduction to the scientific methods of conducting social research. Students will develop skills in measuring variables, drawing samples, designing data collection instruments, analyzing data, and writing and presenting scholarly reports. Students will also use this knowledge to critically evaluate the research of others. Prerequisite: 125. Restricted to students with junior standing or higher.

**344—Social Gerontology, 3 Cr.**

This course is an introduction to the field of gerontology. It is multidisciplinary, examining biological, psychological, and sociological issues related to the aging process. Major theories, research methods and concepts in the field of gerontology will be addressed. Cultural and historical changes related to the treatment of the elderly, common stereotypes and attitudes toward aging, and cross-cultural differences will also be addressed in this course. Future issues and trends in gerontology will be discussed. This course will be one of the courses required in the gerontology minor. Restricted to students with junior or senior standing.

**345—Marriage and Family, 3 Cr.**

Marriage-family complex as a social institution: variations, interrelationship of family to other social institutions, dating, marriage, child raising, divorce, death, and remarriage, contemporary issues in marriage and family life, and future of marriage and family. This course will empower the student to make more informed decisions about marriage and family life choices.

**349—Human Service Experience, 1 Cr.**

This volunteer experience requires a minimum of 30 hours in the community. The human service agency setting is selected by the instructor and the students in the course. Only three combined credits of 149, 249, 349 will count toward the sociology major. Prerequisites: 149, 249. May be repeated for credit. Graded CR/NC.

**351—Crime and Delinquency, 3 Cr.**

This course will examine the nature, extent, and causes of criminal and delinquent behavior from a sociological perspective. Trends in offending and victimization, including research on violent crime, property crime, public order crime, organized crime, and white collar crime will be covered. The major theoretical explanations of criminal and delinquent behavior will also be explored. Prerequisite: 125 or 150 or CRMJ 150. (Equivalent to CRMJ 351.)

**353—Social Stratification, 3 Cr.**

This course will examine the social class structure within contemporary American society. Students will study the distribution of income, wealth, power, and prestige, as well as the systems that legitimize and maintain this

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inequality. Students will also explore the differing opportunities experienced across social class groups within the economy, politics, education, and medicine. Prerequisite: 125.

***354—Social Change and Social Movements, 3 Cr.***

This course provides an introduction to the field of collective behavior. It will examine contemporary and historical social movements, particularly those used to address social injustices. Theoretical perspectives used to explain and predict movements will be examined. Topics may include movements of the 1960s (e.g., Civil Rights, Black Power, American Indian, Women, Gays and Lesbians, etc.), as well as more contemporary movements (e.g., Environmental, the New American Right, Global Justice, etc.)

***359—Environmental Sociology, 3 Cr.***

This course will examine various environmental issues connected with contemporary society. It will address the connections, relationships and interactions between society and the environment. The major theoretical perspectives and methods used by sociologists to understand environmental issues will be explored. It will examine large social structures and organizations and how individuals affect nature and the environment. The impact of globalization on the environment, and its influence on diverse peoples will be discussed. Other topics may include population growth, sustainability, environmental justice and racism, social policy, humans' relationship with the natural environment, and activism related to environmental movements.

***364—Juvenile Justice, 3 Cr.***

This course is designed to give students an introduction to the field of juvenile justice. It will focus of the relationship between youth as victims and as offenders, the role of the juvenile justice system, delinquents' rights, and traditional and alternative ways of dealing with juvenile crime. It will briefly examine the social and etiological features of delinquency. (Equivalent to CRMJ 364.)

***366—Community Based Mental Health Services, 3 Cr.***

Social workers and other helping professionals perform critical roles in mental health treatment teams, community support programs, and as advocates for mental health issues. This course provides an introduction to the community based mental health care delivery system. The strengths perspective is stressed with an emphasis on biopsychosocial aspects of mental health, social constructionist perspective of mental illness, and generalist practice. Psychological diagnosis for common mental illness is introduced for the purpose of working in interdisciplinary teams and in supportive roles with families. Evidence-based, best practice approaches are reviewed. Prerequisites: 125 or 210 or SOWK 210 or PSYC 100 or 171. Restricted to students with sophomore standing or higher. (Equivalent to SOWK 366.)

***370—Homelessness, 3 Cr.***

The study of homelessness in America. The course will address homelessness as a social problem and as a critical essay on society, and homeless people as theological, humanistic, and experienced realities. Learning experiences will include sleeping outside in a cardboard box and living for several days in a homeless shelter. Prerequisite: 160, 342, VUSM 126, or 127.

***395—Social Problems in the Workplace, 3 Cr.***

This course presents an analysis of major contemporary social problems, especially in the U.S. Particular attention is given to the problems of poverty, racism, sexism, drug and alcohol abuse, and illiteracy, and their impact on the contemporary workplace. Consideration is given to diverse sociological perspectives regarding the causes, consequences, and solutions to these problems. (Equivalent to MGMT 395.)

***430—Sociological Theory, 3 Cr.***

The study and critique of sociological theory from Comte to the present: major theorists and schools of thought. Prerequisite: 125. Restricted to students with junior standing or higher.

***448—Organizational Behavior and Development, 3 Cr.***

A study of individual and group behavior in organizations covering topics such as social styles, personality, work-related attitudes, job satisfaction, motivation, networking, teams, communication, decision making, leadership and culture. Prerequisite: MGMT 341. (Equivalent to MGMT 448.)

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**456—Capstone Seminar in Gerontology, 3 Cr.**

This course will apply an interdisciplinary perspective to understand aging focusing on the topics of quality of life, diversity in aging populations, values and ethics in working with elders, impact of aging on the family, and preparing communities and organizations for this growing segment of the population. The challenges of aging will be viewed through a multidisciplinary approach applying knowledge from various disciplines such as nursing, nutrition, sciences, humanities, sociology, psychology, social services, criminal justice and religion. Students will examine issues from the perspective of their own discipline and discuss multidisciplinary perspectives to address the challenges of aging. This course is intended to be a capstone course for the gerontology minor and should be taken as one of the last courses in the minor sequence. Prerequisite: 244 or 344. Restricted to students with junior standing or higher. (Equivalent to SOWK 456.)

**465—Seminar, 3 Cr.**

This course is designed to facilitate the transition from the college classroom to the professional world or graduate school. Students will use the skills, knowledge, and lessons from their undergraduate criminal justice and sociology major courses to design and execute an original research project and disseminate the results of their research to the public via poster presentations. In addition, students will reflect on their personal and academic time at Viterbo University. Students will then engage in reflective writings on how they will apply their Viterbo experience to their post-college professional and/or academic lives. Prerequisite: 338. Restricted to students with junior standing or higher. (Equivalent to CRMJ 465.)

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## Spanish (SPAN)

**100—Language Study in the Spanish Speaking World, 3 Cr.**

A four-week, in-country summer course of language study instruction in small group classes with a native-speaking instructor according to the individuals' level of language proficiency for four–six hours a day, five days a week for three–four weeks. Placement is by assessment; registration for course number is according to this placement. (See SPAN 200, 300, 400.)

**101, 102—Elementary Spanish, 4 Cr.**

Culturally-authentic technology and print materials at the introductory level are used to facilitate communicative skills in Spanish for everyday conversations and interactions. Recommended for students with no previous Spanish study. Prerequisite for 102: grade of C or higher in 101 or departmental exam.

**200—Language Study in the Spanish-speaking World, 3 Cr.**

A four-week, in-country summer course of language study instruction in small group classes with a native-speaking instructor according to the individuals' level of language proficiency for four–six hours a day, five days a week for three–four weeks. Placement is by assessment; registration for course number is according to this placement. (See SPAN 100, 300, 400.)

**250, 251—Intermediate Spanish, 3 Cr.**

A continuation course of conversational Spanish using culturally-authentic audio, video and text materials at an intermediate level to facilitate communicative skills in Spanish for everyday conversations and interactions. Prerequisite for 250: grade of C or higher in 102 or departmental exam. Prerequisite for 251: grade of C or higher in 250 or departmental exam.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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***300—Language Study in the Spanish-speaking World, 3 Cr.***

A four-week, in-country summer course of language study instruction in small group classes with a native-speaking instructor according to the individuals' level of language proficiency for four–six hours a day, five days a week for three–four weeks. Placement is by assessment; registration for course number is according to this placement. (See SPAN 100, 200, 400.)

***301—Cultural Studies in the Spanish-speaking World, 3 Cr.***

A four-week, in-country summer course of study designed to explore the realities and cultures of the peoples of a particular area of the Spanish speaking world. This course will provide the students an opportunity to learn about social, political, historical, religious, and economic realities through visits to historic and contemporary sites, and interactions with the people.

***305—Conversation and Grammar I, 3 Cr.***

Intensive study of grammar for the purpose of oral communication toward an “advanced” level of proficiency. Includes some composition. Prerequisite: grade of BC or higher in 251 or departmental exam.

***306—Conversation and Grammar II, 3 Cr.***

Intensive study of finer points of grammar and idiomatic expressions for the purpose of oral communication toward an “advanced” level of proficiency. Includes some composition. Prerequisite: grade of BC or higher in 305 or departmental exam.

***307—Civilization of Spain, 3 Cr.***

An overview of the civilizations and cultures of the Iberian Peninsula. The geography, topography, and demography of the Peninsula will be studied as a backdrop to the historical and contemporary issues discussed in the course. Prerequisite: grade of BC or higher in 306, 340.

***308—Hispanic Films and Literature, 3 Cr.***

This course has been designed to introduce films and literature of the Spanish speaking world. It will focus on the study of literary masterpieces of both peninsular Literature and Latin America and their cinematic adaptations, considering the text in autonomous, literary terms and their adaptation into a film. Prerequisite: grade of BC or higher in 306, 340.

***310—Latin American Civilization, 3 Cr.***

An overview of the civilizations and cultures of the Latin American countries. The geography, topography, and demography of these countries will be studied as a backdrop to the historical and contemporary issues discussed in the course. Prerequisite: grade of BC or higher in 306, 340.

***312—U.S. Hispanic Cultures, 3 Cr.***

Life and culture of the Spanish-speaking populations in the U.S. Focus is on the social, economic, political, historical, and religious issues that these populations confront within themselves and in relation to other cultural groups. Prerequisite: grade of BC or higher in 306, 340.

***314—Survey of Spanish Literature, 3 Cr.***

Survey of writings from pre-medieval to present. Poetry, prose, fiction and nonfiction writings present an overview of the literary genre which reflect cultural and socio-political realities of Spain. Prerequisite: grade of BC or higher in 306, 340. SPAN 307 recommended. ,

***316—U.S. Latino Literature, 3 Cr.***

Contemporary literature of men and women from primarily the Mexican-American, Cuban-American, and Puerto Rican-American cultures. Poetry, prose, fiction, and non-fiction writings reflecting the current cultural realities of these groups focus this study. Prerequisite: 306, 340. SPAN 312 recommended.



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**318—Literature of Spanish America, 3 Cr.**

Survey of Latin American writings from pre-Colombian era to the present. Poetry, prose, fiction and non-fiction writings present an overview of the literary genre which reflect cultural and socio-political realities of the region. Prerequisite: grade of BC or higher in 306 or 340. SPAN 310 recommended.

**336—Perspectives of Latin America Thru Film, 3 Cr.**

This course has been designed to introduce films focusing on the social, historical, and political dimensions of Latin America during the last three decades. The core of the course will be devoted to the examination of recent Latin American films and documentaries that reflect on contemporary issues such as dictatorships in the 20th century, neoliberal reforms, social movements, and immigration. This course is offered in English. Audiovisuals materials are in Spanish with English subtitles. Prerequisite: 100 and/or HIST 153 recommended. (Equivalent to LASP 336.)

**340—Intermediate Reading and Writing, 3 Cr.**

This course emphasizes the development of reading and writing skills using authentic materials within the context of Spanish speaking cultures. Students will work predominantly on the development of main ideas using appropriate paragraph construction. Authentic readings will provide the point of reference for engaging in the creative process of writing critically and accurately. Students will acquire the skills to be able to generate connected discourse including secondary topic development and supporting examples. Students will build their vocabulary base while applying grammar structure at the Intermediate High level of the ACTFL. Recommended to be taken concurrently with 306. Prerequisite: grade of BC or higher in 305.

**361—Spanish for Business, 3 Cr.**

This course focuses on practical Spanish intended to strengthen students' communicative skills in Spanish for professions with an emphasis on business. It will also increase students' knowledge of the cultures of Spanish-speaking peoples and their awareness of the needs/opportunities in our diverse communities. Prerequisite: 305.

**364—Spanish for Social Work, 3 Cr.**

This course focuses on practical Spanish intended to strengthen students' communicative skills in Spanish for professions with an emphasis on social work. It will also increase students' knowledge of the cultures of Spanish-speaking peoples, ethical concerns, and their awareness of the needs/opportunities in our diverse communities. Prerequisite: 305.

**367—Spanish for Health Care Settings, 3 Cr.**

This course focuses on practical Spanish intended to strengthen students' communicative skills in Spanish for professions with an emphasis on health care settings. It will also increase their knowledge of the cultures of Spanish-speaking peoples and their awareness of the needs/opportunities in our diverse communities. Prerequisite: 305.

**400—Language Study in the Spanish-speaking World, 3 Cr.**

A four-week, in-country summer course of language study instruction in small group classes with a native-speaking instructor according to the individuals' level of language proficiency for four–six hours a day, five days a week for three–four weeks. Placement is by assessment; registration for course number is according to this placement. (See SPAN 100, 200, 300)

**405—Advanced Conversation, 3 Cr.**

A course designed to develop conversational strategies and socio-linguistic competence, and to refine grammatical and strategic accuracy for the “Advanced” level of the ACTFL Proficiency Guidelines. Use of culturally-authentic technology and print materials of current events, topics, and issues in Latin America and Spain to facilitate learning communicative and socio-linguistic skills in Spanish. Prerequisite: grade of BC or higher in 306.

**406—Advanced Composition, 3 Cr.**

A course designed to guide the learner to an “Advanced” level writing skill according to the ACTFL Proficiency Guidelines through varying forms of written Spanish, including copying, note-taking, writing notes

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and letters, narratives and descriptions, and essays. Use of culturally-authentic technology and print materials of current events, topics, and issues in Latin America and Spain to facilitate learning written communicative and socio-linguistic skills in Spanish. Prerequisite: grade of BC or higher in 306.

**410—Contemporary Issues in the Spanish Speaking World, 3 Cr.**

A seminar course focusing on the social, cultural, political, economic, and/or religious realities of a particular area of the Spanish-speaking world. Rooted in historical perspectives and contemporary realities, this course provides an analysis and synthesis of these realities. Topics and focus vary. Prerequisite: grade of BC or higher in 307 or 310, or concurrent enrollment. May be repeated once for credit.

**412—Introduction to Translation and Interpretation, 3 Cr.**

This course is an introduction to the theory, methods, techniques, and problems involved in translating and interpreting, as well as a class where we will improve language skills by using the translation as a tool. The emphasis is on general material taken from journals, newspapers, with some consideration of specialized material from the fields of business, literature, and the social sciences. Emphasis will be placed on translating and interpreting from Spanish to English, with some consideration given to English to Spanish translation. Required readings will be in both languages. Prerequisites: grade of BC or higher in 306, 340.

**415—Phonetics and Phonology, 2 Cr.**

The study of the phonetic and phonological features of the Spanish language with emphasis on the development of sufficient control of its phonology. A comparative analysis of Spanish and English, and basic principles of linguistic research are included. Prerequisite: grade of BC or higher in 306.

**416—Morphology and Syntax, 2 Cr.**

The study of the morphological and syntactic phenomena that underlie the structure of the Spanish language, as well as the social and cultural influences on linguistic usage. A comparative analysis of Spanish and English, and basic principles of linguistic research are included. Prerequisite: grade of BC or higher in 306.

**456—Social Movements in Latin America, 3 Cr.**

Social movements in Latin America is a course designed to explore the historical perspectives and the catalytic events that made it possible for the disenfranchised to face up to powerful regimens. The course will explore the historical background, the defining moments, and the origin of peasant movements, indigenous movements, environmental movements, feminism, and other movements now in gestation. National and global impact of these movements will be explored through research and discussion. Prerequisite: 306.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Sport Management and Leadership (SPML)**

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**320—Introduction to Sport Leadership, 3 Cr.**

This course introduces students to the various functional areas of the sport management profession. Current trends and issues in the sport management industry are explored as well as the concepts, models and techniques leaders in the sport and leisure industry use to deal with ethical issues.

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**330—Finance for the Sport Leader, 3 Cr.**

This course focuses on the application of the principles of finance to the sport and leisure industries. Students will examine various revenue sources for financing sport, including fundraising, sponsorships, public-sector financing, ticket sales, merchandise and concession sales, and licensing. Other topics will include budgeting, facility leasing and construction, business plan development, and the economic impact of sport events have on communities.

**340—Legal Environment of Sport, 3 Cr.**

This course examines regulations governing the sport industry including sporting association regulations, collective bargaining and codes of industry conduct. In addition, royalties, rights and licensing issues will be covered. Students are introduced to the laws which are applicable to the sport industry, including risk management and liability issues; facility, coaching, and employment contracts; ADA; Title IX; understanding the judicial system and litigation; labor law; duty of care; product liability; spectator issues; antitrust laws; and constitutional legal issues.

**350—Event and Facilities Management, 3 Cr.**

This course provides students fundamental knowledge and skills in designing and managing sport and recreational events and facilities. The course examines facility requirements and enhancements for both indoor and outdoor areas, planning for events from routine athletic schedules to special events and tournaments, scheduling of facilities and events, and equipment management, with attention to issues of liability and risk management. Students will explore the business development and the sales process of running an event, and planning principles learned can be applied to many different areas, including corporate and social events.

**360—Facilities Management, 3 Cr.**

This course provides students fundamental knowledge and skills in designing and managing sport and recreational facilities. This course examines facility requirements and enhancements for both indoor and outdoor areas, planning for events from routine athletic schedules to special events and tournaments, scheduling of facilities and events, as well as equipment management. Attention is given to the Americans with Disabilities Act regulations and maintenance of both facilities and equipment. Woven throughout the course are issues of liability and risk management. Field trips are required. Prerequisite: 350.

**455—Sport, Recreation, and Event Marketing, 3 Cr.**

A comprehensive study of planning, implementation, organization, and evaluation of marketing activities in the sport, recreation, and entertainment industries. Specific emphasis is placed on activities designed for immediate impact as well as long term positioning and strategic impact of these industries and activities. Other issues addressed include the impact of technology, global expansion, and cultural changes. Prerequisite: MKTG 351.

**481—Sport Management and Leadership Field Practicum, 4 Cr.**

Students gain practical experience, enhance skills learned in the classroom, and acquire contacts with professionals in sport leadership positions. The goal of the field practicum is to link those skills learned in the classroom over the course of the student's tenure in their program with their experiences in the business world. This course combines 10-15 hours per week of on-site field experience with one hour of class time weekly. Students are placed with organizations which permit him/her to interact with sport industry professionals in their workplace. Selecting a site is a shared responsibility among the learner, career services, and the instructor. Students may be required to attend one or two information sessions during the semester prior to the start of their practicum. Those currently employed within their field of study may request to substitute a research project for the practicum. Prerequisite: 350. Permission of instructor required.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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**490—Strategic Sport Leadership, 2 Cr.**

Students in this capstone course learn to develop and implement strategic direction of sport organizations. Students will investigate, analyze, and synthesize information using skills developed throughout the sport leadership curriculum. Students will further develop their sport management competencies while gaining experience in the formulation of an initiative for a sport agency or organization. Additionally, students will thoroughly prepare sport leadership portfolios documenting their accomplishments. Restricted to students with senior standing.

**Sport Science and Leadership (SPSL)****100—American Red Cross First Aid and Professional Rescuer Training, 1 Cr.**

This course will provide a general overview of basic principles in first aid. Students will learn methods of administering basic first aid, rescue breathing, cardio pulmonary resuscitation (CPR) and how to use an AED. After the successful completion of this course, individuals will receive Red Cross Certification in Professional Rescuer and General First Aid. A fee will be required for Red Cross certification. Graded CR/NC.

**110—Lifestyles, Health and Wellness, 3 Cr.**

The purpose of this course is to introduce students to the lifestyle behaviors that contribute to health promotion and disease prevention. The course integrates the basic components of fitness and wellness in understanding human health in order to achieve well-being. This course offers current information in the health field and provides self-assessments for health risk and wellness behaviors. Factors affecting health status will be identified and suggestions will be made as to how health-related behaviors, self-care, and individual decisions contribute to health and wellness. The class will meet three hours a week, including one hour at the Mathy Center for the fitness component of the course.

**200—Mental Health First Aid, 1 Cr.**

Mental Health First Aid is a training program designed to train lay responders on how to approach an individual experiencing a mental crisis as well as recognize that someone may be experiencing signs and symptoms of a mental illness. The program is not designed for individuals to diagnose a mental illness. It is designed for individuals who interact with the public including nurses, teachers, and other professionals in the community. The purpose of training in mental health first aid is two-fold. The program provides an explanation of selected illnesses; depression, anxiety disorders, psychosis, alcohol/drug use, and eating disorders. In addition, it teaches individuals how to appropriately respond to a potential situation and most importantly become better listeners. After successful completion of the course, participants would receive a three year Mental Health First Aid certification. After which, individuals may choose to become recertified. There is a fee for this course.

**220—History of Sport, 3 Cr.**

The course provides an introductory description and interpretation of the historical and philosophical development of sport from ancient civilizations to the present. The course will examine the major philosophical schools of thought in sport and trace the development of competitive sport. Sport and its many forms will be examined including historical forces, institutions, and personalities which have shaped sport. The focus ranges from sport in early civilizations of antiquity including Greece and Rome to the amateur ideal and Olympism of the 20th Century; and from the influence of religious forces on the mind-body dichotomy to developments in college athletics and elite sport of modern times. Recurring themes will be identified and significant individuals and events that have impacted the history and evolution of sport will be discussed to gain a better understanding and appreciation of the many inherent values of sport.

**286—Special Topics**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

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**331—Exercise Physiology, 3 Cr.**

Three hours lecture/discussion per week

Exercise physiology is an evaluation of the acute responses and chronic adaptations of the body to the stresses of exercise. This course will provide a broad introduction to exercise physiology. Topics covered will include cellular energy metabolism, pulmonary and cardiovascular responses to exercise, muscle physiology, training, nutrition, body composition, and exercise testing. Prerequisites: grade of C or higher in BIOL 114 or 160.

**338—Biomechanics, 4 Cr.**

Four hours lecture/discussion per week

The course provides an overview of musculoskeletal anatomy, the mechanical properties and structural behavior of biological tissues, and biodynamics. Specific course topics will include structure and function relationships in tissues and organs; application of stress and strain analysis to biological tissues; analysis of forces in human function and movement; energy and power in human activity; introduction to modeling viscoelasticity of tissues. Prerequisite: grade of C or higher in BIOL 104, PHYS 250, 270.

**430—Principles of Strength Training and Conditioning, 3 Cr.**

This course will explore the scientific principles, concepts and theories of strength training and conditioning. This course will focus on the principles in the exercise sciences and biomechanics and examine how they can be applied in designing effective and safe strength and conditioning programs. Prerequisite: four credits BIOL.

**486—Special Topics**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

## **Sustainability (SUST)**

**210—Foundations of Sustainability, 3 Cr.**

This course provides an interdisciplinary foundation of sustainability from a conceptual and applied perspective. The course builds an understanding of sustainability at a variety of special and temporal scales. Students will explore from different perspectives the link between environmental issues, poverty, consumption, population growth, economic globalization, and urbanization.

**225—Writing for Sustainability, 3 Cr.**

Writing for Sustainability is a general overview of non-fiction, memoir and poetry that explores ways in which humans interact with nature in sustainable ways. A primary focus of the course will be on how sustainable literature shapes and reflects our connections to the environment. Prerequisite: ENGL 104 or 105 or 195.

**287—Internship**—see page 103 for description.

**330—Systems Thinking and Change Management, 3 Cr.**

This course fosters skills for systems thinking and systems dynamic modeling useful to chart pathways for sustainable human development and pathways within various organizations. Objectives, fundamentals and implementation of organizational change management will be developed. Strategies for overcoming obstacles to change will be discussed. Prerequisite: 210. (Equivalent to MGMT 330.)

**350—GIS in Sustainability and Environmental Management, 3 Cr.**

This course introduces the field of geographic information systems (GIS) and how it is used in the field of sustainability and conservation locally and globally. Students will be introduced to the background and the methodologies of data collection in this science. They will also read articles and analyze results produced by GIS in the field of sustainability. This course will focus on the application of this science in the field, and research trends using this technology. Prerequisites: 210, BIOL 161 or ENVS 101, MATH 130 or 230.

**360—Sustainability Policy, Planning, and Governance, 3 Cr.**

This course will examine the historic and current context for sustainable decision making in terms of public policy, global and domestic economy, political and business agenda setting, science, technology and ethics. The

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course provides an overview of various sustainability planning frameworks and standards. This course focuses on implementation of sustainability at multiple levels. Prerequisite: 210.

**420—Sustainable Organizations, 3 Cr.**

This course builds a greater understanding of sustainability at an organizational level. Particular attention will be placed upon sustainability within the private, public, and nonprofit sector. The course will provide students with a comprehensive familiarity of how sustainability is implemented in a variety of organizational settings. Prerequisite: 210

**470—Sustainability Monitoring and Measurement, 3 Cr.**

This course will focus on sustainability metrics common in a variety of organizations. The course will introduce a process for measurement and monitoring in diverse settings. Mechanics for continuous improvement, goal setting, reporting and auditing will be developed. Prerequisites: 210, MATH 130 or 230.

**487—Internship**—see page 103 for description.

**495—Sustainability Capstone Experience, 4 Cr.**

This course will provide experiential learning in sustainability through an internship, field practicum, research experience or global experience. In addition, students will meet throughout the semester to connect their experience with the principles developed in the program. Restricted to environmental sustainability majors or sustainable management majors only. Restricted to students with senior standing or higher.

## Technology Education (EDUT)

**100—Adobe Photoshop, 3 Cr.**

(WTC course 201185) This course teaches photo manipulation and enhancement using the industry leading Adobe Photoshop software. Course will also cover composition images, illustration, color correction, file formats, scanning, importing into page layout documents, fixing damaged photos, understanding file size, resolution and quality and choosing correct color modes. A working knowledge of computers is required for this course, including the ability to save and organize files. This course uses Macintosh computers - previous Macintosh experience will be helpful.

**101—Web Design 1, 3 Cr.**

(WTC course 201127) Introduction to graphic design for the World Wide Web. Emphasis is on learning a popular HTML editor program and applying design principles rather than memorizing HTML code. Course will also cover project planning, image optimization and file formatting, basic animation, color and cross platform issues, as well as research projects on the Internet. Macintosh platform.

**104—Adobe Illustrator, 3 Cr.**

(WTC course 201109) This course teaches photo manipulation and enhancement using the industry leading Adobe Photoshop software. Course will also cover composition images, illustration, color correction, file formats, scanning, importing into page layout documents, fixing damaged photos, understanding file size, resolution and quality and choosing correct color modes. A working knowledge of computers is required for this course, including the ability to save and organize files. This course uses Macintosh computers - previous Macintosh experience will be helpful.

**105—Design Fundamentals, 3 Cr.**

(WTC course 201112) Creative ability of each student will be directed toward the layout, design and production of graphic design related projects. Through lectures, demonstrations and lab assignments, students will create and design projects utilizing a variety of materials and techniques.

**106—Flash Design, 3 Cr.**

(WTC course 201144) This course teaches the student the fundamentals of creating rich media content, motion graphics and animation in Adobe Flash for use with the Internet, mobile devices and video. Character animation, interactivity syncing to audio, project planning and mixed media will be explored and developed

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with multiple projects. Basic ActionScript will be studied and used throughout the course. Students should have basic design skills and experience creating content in Illustrator and Photoshop. Web Design I and Flash Design classes help graphic designers and motion graphic specialists compete in a diverse and expanding industry.

***108—Motion Graphics, 3 Cr.***

(WTC course 206141) Motion Graphics is an integrated course that brings together the worlds of design, sound and movement. Drawing on ideas from graphic design and video production, students will learn how to effectively communicate with a combination of still photographs, video and graphics. Aside from production planning and workflow, students will be introduced to advanced video filters and effects. The class will use compositing and keyframe editing in both 2D and 3D space to create short media pieces for display in television, film or the Web. Featuring Adobe's After Effects and Apple's Motion programs, students will gain a broader understanding of design, movement and the post-production process.

***111—Digital Photography, 3 Cr.***

(WTC course 203125) Students will use digital camera to create digital images. Basic image manipulation and output will be taught using Photoshop software. Topics and projects include the depth of field, production planning, studio flash photography, and producing a number of PowerPoint presentations. Before beginning this class, you should have a working knowledge of your computer and its operating systems. Students must provide their own cameras.

***120—Publication Design 1, 3 Cr.***

(WTC course 201104) This is a basic course in the use of the electronic publishing software QuarkXpress. The student will learn how to utilize basic tools and key strokes, place text and art, apply typographical formats to text, use style sheets and create tabs and master pages to create various types of publications.

***125—Prepress Technology, 3 Cr.***

(WTC course 201133) An introductory course, designed to introduce the concepts and terminology of offset printing. The student will obtain hands-on experience in each of the following areas: digital imaging, film assembly, platemaking, proofing, press and binding/finishing procedures. Other printing processes are discussed.

***152—Automotive Electronics, 1 Cr.***

(WTC course 404311) Basic fundamentals of electronics, diagnostic resources, semiconductor materials, diodes, zener diodes, transistors, analog and digital signals, auto computer, computer memory, processor inputs and outputs, fault codes and strategy based diagnosis are presented in a manner which relates the subject to the occupation.

***154—Engine Fundamentals, 3 Cr.***

(WTC course 404307) Provides skills and technical knowledge in basic engine operation, D I ignition, basic tune-up procedures and computer controls. Includes shop management techniques and parts computer room procedures. Automotive shop safety practices are introduced and safety sheets are signed.

***155—Basic Maintenance, 3 Cr.***

(WTC course 404313) Covers the diagnosis, maintenance and repair of the heating and cooling systems, tires and wheel balancing, vehicle safety, service and shop management and parts distribution. Automotive shop safety practices are also stressed.

***164—Cabinet and Furniture Making I, 3 Cr.***

(WTC course 409314) This course covers advanced instruction in the use of power woodworking machines and hand tools. Industrial production methods are studied and employed; including jigs, fixtures and layout rods.

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**165—Cabinet and Furniture Making II, 3 Cr.**

(WTC course 409315) Methods are applied to the actual building of cabinets and furniture. The student will be required to produce one 32mm style based cabinet and one face frame style cabinet which will be installed in the house that the class is building.

**166—Blueprint Reading 1, 1 Cr.**

(WTC course 410319) This course introduces the student to the symbols, notations, abbreviations, and conventions which are the architectural alphabet or language, and acquaints the student with the basic concepts upon which all construction drawings are read and interpreted.

**173—Building Science and Materials, 3 Cr.**

(WTC course 614115) Students will study the concepts associated with the theory, materials, and methods used in construction to include footings and foundations, walls, floors, roofs and roof materials, exterior finishes, interior walls, ceiling and floor finishes, insulation types, vapor and air infiltration, sound protection and building codes. Additionally, student will become familiar with blueprint reading and examine all the trades associated with construction including: electrical, HVAC, and plumbing. The safe use of the appropriate tools for each trade will also be covered.

**174—Estimating Bids and Specs, 1 Cr.**

(WTC course 410338) This course studies standard documents and specifications which forms contract agreements in the construction industry. Students will learn to “take off” information from plans and specifications to prepare material estimates. Students will estimate labor costs using standard labor rate tables. Given the plans and specifications for a commercial building, students will prepare a bid.

**176—Blueprint Reading II, 1 Cr.**

(WTC course 410329) This course is a continuation of Blueprint Reading I. The course includes print reading for detail and for related trade information. Students will study regional building code variations.

**177—Blueprint Reading III—Building Trade, 1 Cr.**

(WTC course 410339) This course is designed to provide print reading experience in heavy commercial construction. Students will study concepts regarding elements commonly found on prints of large structures. Included are types of construction, site work, structural steel construction, reinforced concrete construction and finish construction.

**179—Fundamental Building Construction II, 3 Cr.**

(WTC course 410357) Site selection and the use of the builder’s level, builder’s transit and the laser transit are studied. Building foundations, concrete and formwork are explained.

**180—Framing Techniques for Wood Construction I, 3 Cr.**

(WTC course 410366) This course studies various frame construction techniques as they apply to floor systems and layouts.

**181—Framing Techniques for Wood Construction II, 3 Cr.**

(WTC course 410367) This course studies wall layout and framing, rough-opening calculations and layouts for windows and doors. The Wisconsin Administrative Code and Zoning Regulations are emphasized.

**182—Interior Trim Wood Construction I, 3 Cr.**

(WTC course 410376) This course studies interior trim, mitering and coping scribing. Door hanging is studied and performed.

**183—Interior Trim Wood Construction II, 3 Cr.**

(WTC course 410377) Newel post, balustrades and handrails are studied, manufactured and installed. The Wisconsin Administrative Code is explained and stressed. Solid wood flooring is studied along with several ceiling tile applications. Installation of cabinets is examined and performed.



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**190—Basic Hydraulics, 2 Cr.**

(WTC course 412383) This course is a practical study of basic hydraulic systems, with a major emphasis on required knowledge for a diesel/heavy equipment technician. Hands-on work will reinforce the concepts discussed.

**194—CNC Lathe Programming Basic, 1 Cr.**

(WTC course 420312) An introduction to planning and writing programs for computer numerically controlled turning centers using G and M code. Participants learn to write basic programs for CNC lathes, proof programs, and run programs in CNC machine tools. Learners will set up work pieces in machines, enter programs, set tool offsets, enter tool compensation, and complete part projects. Programming basics will include multiple tool programs, tool nose compensation and canned styles.

**196—CNC Mill Programming Basic, 1 Cr.**

(WTC course 420310) An introduction to planning and writing programs for computer numerically controlled milling machines using G and M code. Participants will write basic programs for CNC milling machines, proof programs, and run programs in CNC machine tools. Learners will set up work pieces in machines, enter programs, set tool offsets, enter cutter compensation, and complete part projects. Programming basics will include multiple tool programs, macros, cutter compensation and canned cycles.

**198—CNC Basic CAM I, 1 Cr.**

(WTC course 420325) Introduction to computer aided machining of 2.5 dimension parts using CAM software. Participants will use CAM software to create and machine pockets, slots, bosses, holes and engraved details in milled parts and to turn and face round parts in CNC lathes.

**199—CNC Applications, 1 Cr.**

(WTC course 420340) This course provides application time for students to run projects and practice skills learned in CNC Programming and Setup courses.

**200—CNC Basic CAM II, 1 Cr.**

(WTC course 420335) Intermediate programming using CAM software. Participants will create 2.5 dimension details in parts to be machined in CNC machining centers and turning centers. Order of operations, multiple level machining of milled parts, and advanced turning will be covered. Programs will be run in the turning centers and machining centers.

**205—HVACR Refrigeration, 4 Cr.**

(WTC course 601101) This course emphasizes the operation, maintenance, testing and repairing of residential furnaces. Gas, oil, and electric furnaces will be covered. The learner will be introduced to the terms and concepts used in HVACR. Topics include heat transfer, energy conservation, indoor air quality, renewable energy, global warming, gas piping and carbon monoxide.

**206—HVACR Basic CAD, 2 Cr.**

(WTC course 601112) This is an introductory course in computer-aided drafting. Basic skills utilizing Auto CAD software will be emphasized. Course content includes: drawing setup, basic input procedures, drawing modifications and CAD concepts unique to producing drawings related to heating, ventilating and air conditioning.

**208—HVACR Forced Air Heating, 4 Cr.**

(WTC course 601107) This course emphasizes the operation, maintenance, testing and repairing of residential furnaces. Gas, oil, and electric furnaces will be covered. The learner will use hand tools and test instruments. Topics include combustion, combustion safety, venting, filters, thermostats, heat transfer, gas piping, and carbon monoxide.

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**209—HVACR Energy, 2 Cr.**

(WTC course 601134) This course studies the interrelationship of a building, its occupants and the systems in the building. Topics include ventilation, moisture, renewable energy, sustainability, LEED design, and energy use in buildings. Learners will use building diagnostic procedures such as testing for duct leakage, infiltration, and backdrafting.

**215—Welding Basics, 2 Cr.**

(WTC course 442384) This is a beginning course and is designed for the individual who has little or no welding experience. The student will be introduced to the following welding processes: SMAW, GMAW, GTAW, Oxy-Fuel Cutting and Plasma Arc Cutting. Theory and hands-on application. After completion of this course, it is recommended students take additional courses for more in-depth welding application. Course may be used as a requirement in the automotive program.

**219—Electricity 1, 2 Cr.**

(WTC course 660315) This course is a basic introduction to electricity. DC electrical theory and the quantities of voltage, current, resistance and power will be discussed. Ohm's Law, series circuits, parallel circuits and multi-meter usage are covered along with troubleshooting and safety. A brief introduction to AC concepts will also be included along with the required fundamental math concepts.

**220—Fundamentals of Electronics and Fabrication, 2 Cr.**

(WTC course 605138) Fundamentals of Electronics and Fabrications will introduce the student to basic AC and DC circuit theory, semiconductors, switches and relays, digital logic gates, circuit simulation software and test equipment. The course allows the student to learn by incorporating the electronics theory with the hands on fabrication of a DC power supply.

**228—Fabrication Techniques 1, 1 Cr.**

(WTC course 660101) First of two courses in electronic fabrication. This course stresses hands-on techniques including soldering, desoldering, hand tool usage and basic electrical connector technology.

**229—Fabrication Techniques 2, 1 Cr.**

(WTC course 660101) Second of two courses in Electronic Fabrication application of fabrication techniques is provided through construction of an electronic project.

**231—AC Circuits, 1 Cr.**

(WTC course 660314) This course covers the AC characteristics of inductors, transformers and capacitors. Reactive properties of series and parallel RC, RL and RLC circuits are discussed with emphasis on operation with minimal calculations. Topics include reactance, phase angle and fundamental AC power concepts such as power triangle and power factor.

**232—Electricity 2, 2 Cr.**

(WTC course 660315) This course is a continuation of Electricity 1 and will include concepts of series/parallel circuits, batteries, electromagnetism, and the DC characteristics of inductors;coils and capacitors. Properties of an AC waveform such as period, frequency, Peak, RMS and peak-to-peak will also be included. Three-phase voltage will also be introduced. Laboratory activities using the bench-top oscilloscope and handheld scope-meter are performed to verify theory.

**233—Electricity 3, 2 Cr.**

(WTC course 660317) This course is a continuation of Electricity 2 and will cover the AC characteristics of inductors, transformers and capacitors. Reactive properties of series and parallel RC, RL and RLC circuits are discussed with emphasis on operation with minimal calculations. Topics include reactance, phase angle and fundamental AC power concepts such as power triangle, power factor and True RMS measurements.

**240—Engineering Materials, 3 Cr.**

(WTC course 606119) Materials selection is a critical component of the design process. If the properties of the material selected do not meet the specifications, then product failure will result. You will be introduced to the

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properties, classification, and applications of the materials used in the design and manufacture of a product. You will access the characteristics of materials that impact their selection through lab activities, independent study and research.

***241—Manufacturing Processing/Machining CAM, 3 Cr.***

(WTC course 420120) This course examines primary and secondary manufacturing processes. You will use the tools of traditional material removal processes by "making a part." You will also study forming, casting, and other manufacturing techniques and their applications. Final assembly and finishing are examined. You will be required to visit manufacturing facilities to observe the day-to-day operations of modern manufacturing. The student will learn a computer aided manufacturing (CAM) software. They will model a part and then take the part into the CAM software and machine the part using the CNC machine.

***242—Parametric Design 1, 3 Cr.***

(WTC course 606115) This course is designed to introduce students to the concepts, commands, and techniques of parametric modeling. The student will construct "intelligent" solid models, create and constrain assemblies and create 2D drawings, balloons, parts lists and reference dimensions from the 3D models.

***244—Archi CAD 3D, 3 Cr.***

(WTC course 614106) Introduction of Architectural CAD commands and drafting techniques used to produce architectural drawings. Drawings are created using basic through advanced commands, settings, editing, dimensioning and plotting methods. Techniques include the creation of the building information model, families usage and sheet layouts.

***245—AutoCAD Level I, 2 Cr.***

(WTC course 606163) Students are introduced to the concepts, commands and techniques used to create two dimensional drawings using current AutoCAD software. Topics covered are draw and modify commands, display and inquiry commands, layering, annotating, dimensioning, and symbol creation methods. Paper/model space, view ports and layouts are used for plotting. Also introduced are external referencing, bill of materials and assembly drawings.

***246—AutoCAD Level II, 2 Cr.***

(WTC course 606173) The intent of this course is to expand the student's knowledge and experience using AutoCAD (current release) software. Topics include: paper/model space, advanced dimensioning, isometrics, blocks and attribute extraction, script files and slide shows. Concepts and commands used in three-dimensional space will be utilized including: UCS, wire frames, display controls, surfacing and creating and modifying solid models.

***247—Solid Works, 2 Cr.***

(WTC course 606184) Introduction to Solid Works 3D parametric modeling software. Create 3D parts and use these 3D parts to create 3D assemblies and 2D drawings. Students will learn to preserve design intent using dimension-driven systems and geometric relationships.

***248—Fluid Power Fundamentals, 2 Cr.***

(WTC course 620112) An introductory course dealing with theory, operation and application of industrial hydraulic and pneumatic systems. Emphasis is placed on component and system operation using practical lab applications. Maintenance, troubleshooting and electrical control of fluid power are included.

***252—Sketching and Auto CAD Mechanical Design, 4 Cr.***

(WTC course 606113) Students will learn the basics of design intent of a product/process through sketching and other technical communication skills. The course will develop the student's skill in reading engineering drawings including detail, assembly, welding, piping and electrical. Sketching instruction will be enhanced by disassembling, measuring and drawing the parts that make up an assembly. Students are simultaneously introduced to the concepts, commands and techniques used to create two-dimensional drawings using AutoCAD software. Development and improvement of skills through efficient use of the software is emphasized. The AutoCAD topics include draw and modify commands, display and inquiry commands,

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layering, annotating and symbol creation methods. Paper/model space, view ports and layouts are used for plotting. Development and improvement of skills through efficient use of the software is emphasized.

***253—History and Theory of Archi, 2 Cr.***

(WTC course 614102) This course allows architectural students to develop and awareness of architectural history and its impact on current design. The focus will be on architectural styles within the context of cultural expression. Instruction centers on influential buildings and architects throughout history and their impact locally and regionally.

***254—Hydraulic and Pneumatic Applications, 1 Cr.***

(WTC course 414384) A continuation of Fundamentals of Hydraulics and Pneumatics, theory operation and application of industrial fluid power equipment and systems. More components and applications are introduced including electrical control of fluid power. Maintenance and troubleshooting are included.

***263—College Technical Math IA, 3 Cr.***

(WTC course 804113) Topics include: solving linear, quadratic, and rational equations; graphing, formula rearrangement; solving system of equations; percent; proportions; and operations on polynomials. Emphasis will be on the application of skills to technical problems. Successful completion of College Technical Mathematics 1A and College Technical Mathematics 1B is the equivalent of College Technical Mathematics 1.

## **Theatre (THTR)**

***100—Theatre Appreciation, 3 Cr.***

This general course includes an examination of all aspects of theatre for the purpose of achieving a greater understanding of play production and an appreciation of the work of theatre artists.

***107—Acting I: Fundamentals, 3 Cr.***

This course explores the practical “nuts and bolts” of acting. Students will be challenged to expand their expressive potential as they exercise body, voice and imagination through improvisation, physical and vocal work and acting exercises. Restricted to theatre and music theatre majors and minors.

***119—Theatre Practicum, 1 Cr.***

This course is a hands-on learning experience in theatrical production for students with advanced production assignments or those who have completed four semesters of 119. Students will develop practical skills and essential knowledge of what it takes to mount a production for the stage by working in one of five production areas: scene shop, lighting, costume shop, props or public relations/management. The course is part of the active learning requirement for all theatre and music theatre majors and minors. The specific assignment will be made by the theatre faculty at the beginning of the semester taking into consideration each student's experience, their educational needs and the technical needs of each production. Students are required to fulfill 35-45 hours over the course of the semester.

***121—Voice and Speech I, 3 Cr.***

This practical performance laboratory explores the vocal and physical demands placed on the actor. Techniques are learned for gaining physical ease, and releasing tension to free the voice to become more expressive. Standard American Stage speech will be introduced and actors will develop a regime for exercising vocal and physical expressiveness. Restricted to theatre and music theatre majors.

***124—International Phonetic Alphabet, 1 Cr.***

A practical laboratory course for the exploration of phonetic foundations in the voice, this course includes work with the International Phonetic Alphabet and dialects. Specific notation techniques for pronunciation will be included.

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**147—Acting II: Fundamentals, 3 Cr.**

This is a continuation of the acting skills development begun in Acting I. The course examines the fundamentals of the acting process through exercises and scene study designed to strengthen such skills as trust, relaxation, listening, imagination, concentration, ensemble and observation. Upon completion of this course students will have a solid grounding in the fundamentals of acting and will be able to apply and demonstrate this knowledge in performance. Prerequisite: 107. Restricted to theatre and music theatre majors and minors.

**155—Text Analysis, 3 Cr.**

This course will engage the student in a search for production and performance values in a given play script. The student will learn how to read, interpret, and analyze dramatic texts as the essential basis for all theatre production work. A vital element of the course will be participation in all research, discussion, and involvement in the ‘virtual’ productions of each play and genre studied.

**160—Stagecraft, 3 Cr.**

This basic skills course is designed to acquaint students with safe and efficient use of shop and stage equipment. The development of skills for general scenic production and an understanding of materials, techniques, and construction processes constitute the primary emphasis of the course.

**175—Costuming, 3 Cr.**

An instruction and practical application of costuming skills are included in this course which focuses on an introduction to fashion history and the basic principles of costume design, familiarization with textiles and basic costume construction terminology, and training in hand and machine sewing.

**180—Makeup Studio I, 2 Cr.**

A practical approach to the design and execution of makeup for the actor is explored. Principles of character analysis and application are addressed. Skills serve as the basis for in-class projects.

**207—Acting III: Scene Study, 3 Cr.**

A continuation of Acting I, this course will focus on scene study and character development. Students will learn to use the script, research, and their imaginations to enter the world of the play and bring characters to life. Memorization and rehearsal outside of class are required for most projects. Prerequisites: 107, 155.

**217—Acting IV: Advanced Scene Study, 3 Cr.**

This course is a continuation of the scene study and character development work begun in Acting III. Students will solidify and deepen their ability to listen actively, play with authenticity and make bold, specific acting choices that create compelling dramatic situations. Memorization and rehearsal outside of class are required for most projects. Prerequisites: 107, 155, 207.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**221—Voice and Speech II, 3 Cr.**

This course continues exploration of the physiological and phonetic foundations of voice for the actor. Students will extend the use of voice and body to play heightened language texts, and learn to use the International Phonetic Alphabet as a tool for dialect study. Prerequisite: 121.

**225—Introduction to Directing, 3 Cr.**

This introduction course is designed to examine and explore the history and process of the play director. It will introduce the student to the basic elements of stage direction and its function in the production of stage performance. Prerequisites: 107, 155.

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**227—Acting V: Movement, 3 Cr.**

This is an experiential, movement-based acting class designed to cultivate physical strength, flexibility, and expressiveness in the actor. Through exercises and explorations, students will increase awareness of their own physical use and expand their movement vocabulary. Students will discover that words alone can sometimes be deceiving, but the body never lies. Prerequisites: 107, 155.

**230—Principles of Theatrical Design, 3 Cr.**

This introductory design course is intended to acquaint students with a general understanding of the various aspects and issues of design in the theatre, and to encourage students to explore interests and abilities in design. Emphasis will be placed upon the process of design for sets, costumes, lights, and properties, as well as upon period historical styles as reflected in design.

**243—Theatre in the City, 1 or 2 Cr.**

A study of plays, current production, playwrights, actors, and theatrical practices in selected cities, either in the U.S. or abroad. This course culminates in a required field trip which allows on site observation of theatrical practices, and consists of attending productions and guest lectures as well as backstage tours. Additional fees required. May be repeated for credit with different content. Graded CR/NC.

**244—Survey of Western Theatre History and Literature, 3 Cr.**

A comprehensive survey course that encompasses the study of important periods of Western theatre history and dramatic literature from the Greeks through the present. The course will look in depth at the people who have created theatre by perfecting traditional forms or developing new ones. Highly influential dramatic texts in the Western Canon will be read and analyzed. Upon completion, the student will have an understanding of the forces which shaped the past, and be able to relate present theatrical styles, theories, and plays to the past. Intended for students of varied backgrounds and majors who want to gain an overview and understanding of the development of theatre. Prerequisite: ENGL 104 or 105 or 195.

**250—Stage Management, 3 Cr.**

This course will address the role of the stage manager as assistant to the director during rehearsals and in the management of backstage activities during productions including scheduling, company and union rules, rehearsal procedures, time management, scene shifts, running, and touring.

**256—Design and Production Studio, 1 Cr.**

This course will provide students an opportunity to explore the dynamics of theatrical production. The process will be explored from early idea development through post-production evaluation. The course will also provide an opportunity for students to develop practical skills in the areas of leadership, team building, collaboration, production communication and creative problem solving. The content of this course work will be designed to amplify the education benefit of practical experience gained through the departmental production assignments. Prerequisites: 160, 175. Restricted to students with sophomore standing or higher. May be repeated once for credit.

**260—Stage Lighting, 3 Cr.**

This course establishes a foundation for general stage lighting practices, with a focus on lighting equipment, control, and design. Students will complete a variety of practical projects both live and in the classroom. The student will be challenged to solve basic lighting problems.

**265—Drafting for the Stage, 3 Cr.**

This course is intended to give the technical theatre and design students a comprehensive use of technical drafting for communication with the theatre. Students will encounter all drafting skills involved in lighting and set design. Computer-aided drafting and visualization programs will be utilized in the course.

**276—Acting Studio, 1 Cr.**

This course focuses on performance requirements and techniques for the actor, including the process of preparation to performance, and the stylistic differences between genres. The course utilizes material from existing theatre literature in a variety of styles. Solo and ensemble participation is expected of students.

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Restricted to theatre majors. Restricted to students with freshmen or sophomore standing. May be repeated for credit.

***281—Theatre History and Literature I, 3 Cr.***

This course is a survey of Western theatre practice and dramatic texts from the Greeks into the 17th century. Students examine, in addition to the dramatic texts of the period, the impact of performance spaces, aesthetic theories, religious beliefs, and the contemporary politics of a given era on the development of drama. Prerequisite: ENGL 104 or 105 or 195.

***286—Special Topics***—see page 104 for description.

***287—Internship***—see page 104 for description.

***288—Independent Study***—see page 104 for description.

***291—Theatre History and Literature II, 3 Cr.***

This course is a continuation of 281. It is a survey of Western theatre practice and dramatic texts from the 17th into the 19th century. Students examine, in addition to the dramatic texts of the period, the impact of performance spaces, aesthetic theories, religious beliefs, and the contemporary politics of a given era on the development of drama. Prerequisite: 281.

***300—Performing Arts Management, 3 Cr.***

Particular problems relating to theatre, music, dance, and presenting organizations will be addressed in this introductory course. Contractual agreements, balancing the necessities of performers and technical staff, scheduling, touring, and coping with performance situations in a presenting house will be addressed. Arts education and outreach and planning repertoire and program development, both artistically and financially, will be included. (Equivalent to AADM 300.)

***301—Theatre History and Literature III, 3 Cr.***

This course is a continuation of 281 and 291. It concludes the survey of Western theatre practice and dramatic texts by focusing on the trends and playwrights that shaped the theatre from the turn of the 20th century to the present. Prerequisite: 291.

***307—Acting VI: Period Styles, 3 Cr.***

In this advanced-level acting course students will explore acting styles and techniques needed to perform plays from a variety of historical periods and genres. Through research, monologue, and scene study students will be challenged to expand their physical, vocal, and emotional range to create characters appropriate to a play's period style. Prerequisites: 107, 121, 207, 217, 227.

***318—Stage Management Studio, 1 Cr.***

This course is designed to give the student a comprehensive understanding of stage management and an opportunity to apply that understanding as a part of the stage management team. Through advanced problem solving techniques and group organizational dynamics, students will apply their understanding of basic management theories as they relate to the profession. Students will be provided with an overview of stage management and the fundamental skills it demands, through both simulated and practical exercises. The use of computers in the field will be addressed. Students will have an opportunity to experience stage management in a practical setting through service to departmental applications. Prerequisite: 250. May be repeated for credit.

***319—Theatre Practicum, 1 Cr.***

This course is a hands-on learning experience in theatrical production for students with advanced production assignments or those who have completed four semesters of 119. Students will develop practical skills and essential knowledge of what it takes to mount a production for the stage by working in one of five production areas: scene shop, lighting, costume shop, props or public relations/management. The course is part of the active learning requirement for all theatre and music theatre majors and minors. The specific assignment will be made by the theatre faculty at the beginning of the semester taking into consideration each student's

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experience, their educational needs and the technical needs of each production. Students are required to fulfill 35-45 hours over the course of the semester. Prerequisite: 119 (four semesters).

***320—Drama of the American Repertory, 3 Cr.***

This intensive reading course explores those plays that are at the forefront of the American professional theatre repertory. Content is adjusted to reflect those works that are currently the most produced theatrical works in the U.S. Many are very recent, but others are solid older texts that continue to generate audiences and revenue each year for regional theatres.

***321—Modern Latin American Drama, 3 Cr.***

An introductory survey of late twentieth century drama in Latin America. Representative plays will be read in translation. Beginning with a brief overview of U.S. Latino theatre and playwrights, as well as the work of Brazilian playwright and theorist, Augusto Boal, the course will explore how modern Latin American dramatists focus on the unique national issues and concerns that have confronted their individual countries. Prerequisite: ENGL 104.

***325—Directing, 3 Cr.***

This course examines and applies the fundamentals of play direction: play selection, casting, blocking, movement, interpretation, and production organization. Prerequisite: 225.

***327—Verse Drama, 3 Cr.***

The focus of this advanced-level acting class is learning to play Shakespeare. Students will explore and strengthen the actor's basic tools (body, voice, and imagination) as they learn to analyze text for playable clues to character and circumstance. Specific attention will be given to understanding scansion and learning to identify basic figures of speech that will increase understanding, strengthen character development and, above all, help the actor play with clarity, purpose, and humanity. Prerequisites: 107, 121, 207, 217, 227.

***331—Scene Design, 3 Cr.***

An extension of 230, this course allows the student designer to continue to investigate and apply basic principles of design in the creation of appropriate theatrical environments. The course focus is project and presentation based, giving students problems to solve in drafting, rendering, and model making. Script analysis, period research, and oral design presentation afford student designers the opportunity to develop portfolio work for future professional development. Prerequisites: 230, 265.

***332—Costume Design, 3 Cr.***

This study of clothing as a communication tool in the theatre places an emphasis on the psychology and sociology of color and form. Play analysis, historical research skills, and the principles of design are the focus of in-depth study. Costume rendering and construction techniques are gained. Prerequisites: 175, 230.

***333—Lighting Design, 3 Cr.***

A practical approach to stage lighting techniques, this course offers the student opportunities to experiment with methods of graphic presentation, theoretical approaches and practical execution of class projects. Prerequisites: 230, 265.

***334—Properties Design, 3 Cr.***

This course encompasses the area of properties research, design, construction and painting. The student involves himself in a variety of prop-related problems and finds the most effective solution possible. Prerequisite: 230.

***351—Theatre Rendering Techniques, 3 Cr.***

This course focuses on the major painting mediums, styles of illustration, and techniques utilized in the visual presentation of scenic, costume, properties, and lighting designs for the theatre.



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**354—Sound Studio, 3 Cr.**

This course covers the basics of sound use in live performance venues. System design, assembly, and use are discussed, as well as some theory and applicable electrical principles.

**355—Scene Painting, 3 Cr.**

A study of application techniques for the theatre painter, the course focus is on class projects designed to provide the student with opportunities to handle a wide range of subject matter and to employ a variety of painting methods. Emphasis is placed upon the ability to reproduce details, colors, and styles.

**356—Design and Production Studio, 1 Cr.**

This course will provide students an opportunity to explore the dynamics of theatrical production. The process will be explored from early idea development through post production evaluation. The course will also provide an opportunity for students to develop practical skills in the areas of leadership, team building, collaboration, production communication and creative problem solving. The content of this course work will be designed to amplify the education benefit of practical experience gained through the departmental production assignments. Prerequisite: 256. Restricted to students with sophomore standing or higher. May be repeated once for credit.

**361—Technical Direction and Production Management, 3 Cr.**

This course is intended to continue the exploration and development of technical theatre and production management skills introduced in 160, Technical Production. Advanced technical issues associated with rigging, computer technology, and special effects as well as budgeting, purchasing and the role of a production manager will be addressed. The focus will be on training future technical and production managers. Prerequisites: 160, 250, 265.

**365—Computer Aided Drawing, 3 Cr.**

The main objective of this class is to teach the basic components of the common computer drafting programs (such as Auto CAD and Vector Works) as they relate to theatre. Through lectures, demonstrations and weekly projects the student should grasp the basic understanding of the programs and how to use them in a theatrical environment. Prerequisites: 230, 265.

**368—Costume Crafts, 2 Cr.**

Costume crafts is a hands on, studio course that examines the materials and techniques that students will use to make various costume accessories including but not limited to: hats, ruffs, footwear, wigs, fans, gloves, chain mail, and masks.

**375—Advanced Costuming, 3 Cr.**

The purpose of this advanced costuming course is to allow students to further explore, develop, and apply skills and techniques introduced in 175. This course will focus on such advanced costuming skills as draping, cutting, pattern-making, construction, and basic tailoring. Prerequisite: 175.

**378—History of Theatrical Design, 3 Cr.**

This course gives students an understanding of the history of scenic, costume, and lighting design from the theatre of Shakespeare through the modern era. Students will explore the trends and techniques that continue to influence the work of influential theatrical designers, making them well versed in the history of their profession and craft.

**390—Educational Methods, 2 Cr.**

Principles and general methods for teaching theatre in secondary education are discussed, explored, and applied. Prerequisite: EDUC 330.

**407—Acting VIII: Audition, 1 Cr.**

This course for senior performance majors, addresses the practical issues of beginning an acting career. Students will develop an extensive repertoire of audition monologues, learn basic stage and camera audition techniques, research career opportunities and graduate schools, hone their résumés and increase their

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understanding of what it takes to become a professional actor. Restricted to students with junior standing or higher. Restricted to music theatre and theatre (acting) majors

**424—Advanced Stage Management, 3 Cr.**

This course is a further examination of practical and theoretical considerations in the process of stage management as it applies to both producing and presenting organizations. The student will be introduced to financial, contractual, facility, administrative, and management considerations unique to the production of performance and arts events in both professional and academic environments. The focus of this course centers on stage management for the commercial theatre with an emphasis on process and the current conditions in the industry as a whole. Topics will include associated issues in working with unions (AEA and IATSE), interpersonal skills and the negotiation of conflict resolution. Prerequisite: 250.

**440—Race in American Theatre, 3 Cr.**

This survey course reflects how contemporary playwrights of color (1960 to the present) have utilized theatre and drama to examine racial tension in America. All the plays deal directly with the experience of living in a racial or ethnic micro-culture, and are studied in their historical context. Content includes works by African-, Hispanic-, Native-, and Asian-American playwrights. Prerequisites: ENGL-104 or 105 or 195, VUSM 200 level.

**443—Theatre in the City, 1 or 2 Cr.**

A study of plays, current production, playwrights, actors, and theatrical practices in selected cities, either in the U.S. or abroad. This course culminates in a required field trip which allows on site observation of theatrical practices, and consists of attending productions and guest lectures as well as backstage tours. Additional fees required. May be repeated for credit with different content. Graded CR/NC.

**453—Advanced Theatrical Design, 3 Cr.**

This is a studio class that will provide students with a high level experience in theatrical design. Students may elect a concentrated project experience in one or two of the following design areas; sets, costume, lighting. Students will explore the advanced design problems of style, collaboration, and conceptualization. Through this course each student will complete and present two fully developed design solutions. Prerequisites: two courses from 331, 332, 333, 334.

**456—Design and Production Studio, 1 Cr.**

This course will provide students an opportunity to explore the dynamics of theatrical production. The process will be explored from early idea development through post production evaluation. The course will also provide an opportunity for students to develop practical skills in the areas of leadership, team building, collaboration, production communication and creative problem solving. The content of this course work will be designed to amplify the education benefit of practical experience gained through the departmental production assignments. Prerequisite: 356. Restricted to those of sophomore standing or higher. May be repeated for credit one time.

**465—Playwriting, 3 Cr.**

The art of dramatic writing is explored, as well as the production of scripts for stage presentation. Prerequisite: ENGL 104

**476—Acting Studio, 1 Cr.**

This course focuses on performance requirements and techniques for the actor, including the process of preparation to performance, and the stylistic differences between genres. The course utilizes material from existing theatre literature in a variety of styles. Solo and ensemble participation is expected of students. Restricted to theatre majors. Restricted to students with junior standing and higher. May be repeated for credit.

**486—Special Topics**—see page 104 for description.

**487—Internship**—see page 104 for description.

**488—Independent Study**—see page 104 for description.

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**490—Senior Thesis, 1 Cr.**

This senior-level capstone course allows students to work on a faculty-approved production project in their primary area of focus and concentration. This course is required of all BFA and BA theatre majors; student teaching is considered the “capstone project” for students in the BS in theatre education major. Restricted to theatre majors. Permission of department required.

## **University Studies (UNST)**

**101—Learning Strategies, 1 Cr.**

The goal of the course is to encourage students to develop and apply effective study strategies and gain greater self awareness. Topics include time management, effective textbook reading, note taking, test-taking preparation, and other learning techniques. The class format is a combination of lecture and small group activities. Restricted to students with freshman or sophomore standing.

**102—College Reading Strategies, 1 Cr.**

The purpose of this course is to teach strategies that improve college-level reading and study skills. Students learn how to improve reading rate, textbook comprehension, and concentration. The class format is a combination of lecture, small-group activities, and in-class reading labs. Restricted to students with freshman or sophomore standing.

**105—Success Strategies for Pre-Nursing, 2 Cr.**

This course is designed to help prepare students who wish to petition to enter the nursing major. The course will further develop the skills necessary for success in the college learning environment and beyond, with a particular focus on the demands of the nursing program. Restricted to students in the pre-nursing preparation program.

**110—Career and Life Planning, 2 Cr.**

Course is designed to facilitate life and career decision making. Students will be involved in activities that encourage examination of personality characteristics and interest, personal and occupational values, as well as abilities, skills, and aptitudes. Students will explore the world of work and requisite academic preparation, generate occupational and academic goals, and make knowledgeable and appropriate decisions. This course is designed for entering and undeclared students.

**126—Introduction to Campus Leadership and Involvement, 1 Cr.**

This course is designed to prepare new and future student leaders. Students will learn about their own leadership styles and basic leadership theories and concepts. Students will also complete a course project. The class format is a combination of lecture, small/large group discussion and field experience.

**195—First Year Seminar, 3 Cr.**

This writing and reading intensive course provides university transfer students an introduction to the academic and social elements of college. Students will explore what it means to be a critical thinker and a part of the college community. Students will gain an appreciation of the importance of general education within a liberal education. In the exploration of these concepts students will develop the skills to be a successful college student. Restricted to students in the Associate of Arts or Associate of Science program.

**286—Special Topics**—see page 104 for description.

**287—Internship**—see page 104 for description.

**288—Independent Study**—see page 104 for description.

**295—Capstone Associate Degree Seminar, 2 Cr.**

This course is completed during the last semester of the Associate of Arts and the Associate of Science programs. Students will explore the interrelationship between the courses they have completed in their

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programs. They will also explore, using appropriate research methodology, an approved topic related to their future program of study or future professional goals. This is a writing intensive course.

***301—Information Literacy, 1 Cr.***

In this course students learn and apply the concepts of academic integrity, to identify research needs, to use the Viterbo University library to help locate relevant information, and to evaluate, integrate, and responsibly share the results of their research. This course is designed for transfer students and degree-completion students who do not complete ENGL-103, 104, 105, or 195 at Viterbo University. Restricted to students with sophomore standing or higher.

***310—Career Planning II, 1 Cr.***

A course designed for students who have declared an academic major and wish to further refine their career planning goals. Students will investigate possible career paths and research the feasibility of internships, graduate school, and other career enhancing activities.

***410—Job Search Strategies, 1 Cr.***

This course provides an opportunity for students to develop and enhance skills necessary for an effective job search. Students will learn the elements of an effective job search, develop a resume and cover letters, learn and utilize available resources. This is a half-semester course. Restricted to students with junior standing or higher.

***486—Special Topics***—see page 104 for description.

***487—Internship***—see page 104 for description.

***488—Independent Study***—see page 104 for description.

## **Viterbo University Mission Seminar (VUSM)**

***100—Franciscan Values and Traditions, 3 Cr.***

Viterbo University was founded in 1890 by the Franciscan Sisters of Perpetual Adoration. This entry-level course examines that heritage and what it means to be and behave like a Franciscan. These courses will use the works of Saints Francis, Clare, and Rose of Viterbo as a foundation for exploring the university's core values of hospitality, integrity, contemplation, stewardship and service. Students may not earn credit for more than one VUSM course at the 100 level.

***101—Leading by Serving, 3 Cr.***

Students will learn the principles of Servant Leadership, examine Franciscan values, and participate in leadership experiences, which build a foundation for leadership in any career. Students may not earn credit for more than one VUSM course at the 100 level.

***110—Relationships, Health, and Well-Being, 3 Cr.***

Using the stories of Francis, Clare, and Rose as a lens to reflect on contemporary and personal narratives, this seminar introduces Franciscan values and traditions as they relate to relationships, health, and well-being. Students may not earn credit for more than one VUSM course at the 100 level.

***120—The Franciscan Tradition and Christian Theology, 3 Cr.***

Students will explore how the values that the university community holds are found in the lives of Francis, Clare, and Rose of Viterbo. Students will also trace these values back to Scripture, the source of Francis. Because these values are so key to the university, students will explore how to implement them in their own lives on campus as well as after graduation. Includes units on Scripture, Christology, ecclesiology, morality and spirituality. Students will learn how theological concepts were significant for Francis and Clare. Students may not earn credit for more than one VUSM course at the 100 level.

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**125—*Choosing, Changing, or Confirming Your Calling, 3 Cr.***

This course will review the life of St. Francis from the perspective of career/vocation choices and the struggles that led him to such a magnificent life. Students will examine values as they apply to vocation and will hear presentations from local business, Church, and community leaders on their vocational choices. Students may not earn credit for more than one VUSM course at the 100 level.

**126—*Franciscan Joy, Franciscan Friendship, 3 Cr.***

The joy of the Gospel is present in the life of St. Francis. The source of his joy is ours: faith and friendship. We will explore the development of both using St. Francis as a guide. Students may not earn credit for more than one VUSM course at the 100 level.

**127—*Francis and the Feminine, 3 Cr.***

Using the lens of St. Francis of Assisi and St. Clare of Assisi, students will be introduced to Franciscan women saints, the Franciscan Sisters of Perpetual Adoration and the Viterbo University community and the distinct ways in which they live(d) out Franciscan values. Students will consider how these models might mirror their own lives and faith journeys. . Students may not earn credit for more than one VUSM course at the 100 level.

**140—*Bartolomé de las Casas Legacy: a Search for Peace and Justice in the 21th Century, 3 Cr.***

This course will approach the life and major works of Dominican priest Bartolomé de las Casas (1484-1566) from a cultural studies perspective with a Franciscan emphasis. The seminar format will allow for in-depth conversation using an ample range of materials—articles, books, films, and others—and also will encourage students to look for additional peer-reviewed materials. Students may not earn credit for more than one VUSM course at the 100 level.

**150—*Music and More, 3 Cr.***

This course will explore the life of Francis through an integrated approach that melds classical music with Viterbo University's core values (hospitality, integrity, contemplation, stewardship, and service). Two weeks of introduction to Franciscan values and traditions will set the stage for an exploration of music that has been organized into five categories: I. Creation and the Good Earth; II. Self-Giving Love and Perfect Joy; III. Peace, Justice and What It Means to Hug a Leaper; IV. A Caveman's Guide to Prayer and Contemplation; and V. God with Us: The Mystery of the Incarnation. While pertinent musical selections will serve as study material, the Viterbo core values will guide assignments and project throughout the semester. Students may not earn credit for more than one VUSM course at the 100 level.

**151—*Beauty and Art in the Franciscan Tradition, 3 Cr.***

Students will study St. Francis and his love of beauty and the relationship of beauty to concept of art. This course asks students to understand how art is defined, and specifically how the theatrical arts reflect the Franciscan tradition of celebrating beauty in art. Students may not earn credit for more than one VUSM course at the 100 level.

**160—*Shaking Words: Examining Franciscan Virtues through Young Adult Literature, 3 Cr.***

This seminar examines five Franciscan values through the lens of contemporary young adult literature and the narratives of Saint Francis. The award-winning books and the St. Francis narratives address the questions, challenges, and truths embedded in Viterbo University's goal to teach hospitality, integrity, contemplation, stewardship, and service. Students may not earn credit for more than one VUSM course at the 100 level.

**170—*Franciscan Sustainability Praxis, 4 Cr.***

In this course students will explore the Franciscan perspective and traditions of caring for creation, a sustainability praxis. Students will examine the tensions and synergy between science/technology and theology/spirituality in the context of local, national, and global sustainability issues. Students will engage in laboratory activities to understand the origin and limitations of scientific knowledge. Through class activities, media, readings, discussion and nature experiences, students will learn to articulate a personal worldview and sense of place. Students will learn how worldview differences, held beliefs, and lack of scientific knowledge cause sustainability conflicts and hinder successful solutions. Five hours lecture/lab per week. Students may not earn credit for more than one VUSM course at the 100 level.

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**180—*Franciscan Values and Social Justice, 3 Cr.***

This course serves as an interdisciplinary connection between sociology and Franciscan values. Students will be introduced to real-life examples of how practicing sociologists work toward social change and social justice. In the process, it will examine the Franciscan values that ask us to create a peaceful and socially just world, develop compassion for the poor, display hospitality and service, and advocate for human rights and environmental causes. Social patterns in society, sociological theories, methods of research and their application in the real world will also be discussed. Students may not earn credit for more than one VUSM course at the 100 level.

**200—*Living in a Diverse World, 3 Cr.***

This seminar is designed to increase students' awareness, understanding, and appreciation of diversity, broadly defined (e.g., diversity in race and ethnicity, social class, gender, age, sexual orientation, disability, and religion). Students will build skills for becoming responsible citizens and advocates for cultural competency. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**201—*Cultural Diversity in Global Business, 3 Cr.***

This course examines cultural diversity and its value in a global business environment. Students will examine the interactive effects of demographic, historical, socio-cultural, political/legal, economic and technological forces as they relate to resolving dilemmas; all cultures have the same dilemmas to solve, but the approach to solving the dilemmas depends on one's culture. Through analyzing cultural differences, students will become more self-aware and learn how to leverage differences to effectively reconcile dilemmas. Additionally, they will understand how privilege and oppression might vary in different cultures. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**226—*Diversity in Religious Perspectives, 3 Cr.***

One great challenge facing our society is the diversity within the country's borders, diversity that includes races, religions, persuasions, and worldviews. We're challenged to overcome the biases and prejudices that are deeply rooted within us. This course will approach racial, economic, age, sexual orientation, and religious diversity through the lens of the Judeo-Christian tradition. The course will also provide students opportunities to model leadership in a diverse culture. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**240—*Caribbean Women Writers, 3 Cr.***

The content of this course focuses on novels written between 1983 and 2004 by women who identify as Caribbean even though they may not live or have been born in that part of the world. All but one of the novels used in the course were originally written in English. *I, Tituba* was written in French and translated into English. The novels to be read are set in several different countries (Haiti, the Dominican Republic, Barbados, Antigua, Cuba); but as Caribbean women's fiction, they share common themes and ways of perceiving the world. Our goal this semester is to try to see through the eyes of Caribbean women writers in order to understand a world recovering from slavery and colonialism and responding to sexism and the Western world. Prerequisite: any 100 level VUSM course or transfer student placement.

**252—*Women in Theatre, 3 Cr.***

At its best, theatre helps us understand who we are; it can explain, examine, ridicule, or celebrate the human condition. Gender is a fundamental aspect of personal and social identity. It is a biological, psychological, and cultural category of paramount importance. In addition, gender is often a criterion for social stratification and differing political treatment, as well as a favored symbol for expressing essential values and beliefs. This course examines specific examples of the representation of women on the American stage, focusing on what this dramatic literature says and implies about women. The course illuminates ideas about the "nature" of women and the changing perceptions of their roles in both the family and society throughout the last 100 years. The course also addresses how these changes impact the role of men in American society. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

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**253— *Diversity in the Mass Media, 3 Cr.***

In this course we'll examine how diverse population have been represented in news and popular programming on radio and television, as well as in newspapers, from early America to the present. We'll also look at public acceptance of media spokespeople who are from culturally diverse groups. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**260— *Multicultural American Literature, 3 Cr.***

Multicultural America Literature addresses questions of cultural difference through analysis of contemporary hyphenated-American narratives by authors such as Tori Morrison and Jhumpa Lahiri. Students will examine how character choices and options are culturally shaped and socially bordered. Against the background of dominant white culture, students will explore the common ground among these hyphenated cultures—conflicts between genders and generations as well as assimilation pressure. Students will also compare their own cultural identities with those represented in the narratives they analyze. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: ENGL 104 or C or higher in 105 or C or higher in 195, any 100-level VUSM course or transfer student placement.

**280— *Diversity and Social Justice, 3 Cr.***

This course will examine the background, structures and effects of bias, prejudice, and discrimination in society. Students will consider social and cultural differences related to race and ethnicity (e.g., Hmong, Native Tribes of Wisconsin), social class, religion, sex, sexuality, ableism, age, and their intersections. Students will begin to develop servant leader characteristics and explore how institutional and societal. This course will also introduce a model of cultural competence. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**281—*Understanding Mexicans Living and Working in the U.S., 3 Cr.***

This course studies the complex relationship between Mexico and the U.S. through the experience of Mexican people living in the U.S. Students will learn about selected historical, social, cultural, political and economic events that shape the life of today's Mexicans as well as current policy and political decisions that are impacting Mexicans in the U.S. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**290—*Introduction to Women's Studies, 3 Cr.***

This course familiarizes students with the social, economic, psychological, and political issues that challenge contemporary women locally and internationally. It also encourages students to further their personal progress toward understanding and dealing constructively with women's issues. Students may not earn credit for more than one VUSM course at the 200 level. Cross-listed with WMST 100. Prerequisite: any 100-level VUSM or transfer student placement.

**291—*Communication across Barriers, 3 Cr.***

This course explores the barriers to effective communication between members of different classes, races, generations, abilities, and gender. Students will examine how prejudicial discourse develops and sustains attitudes, values, and beliefs that separate individuals and impede understanding and communication. Students will also investigate how the media, politicians, and the educational system institutionalize intolerant discourse. The course also teaches students to identify strategies to overcome the existing barriers to effective communication. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**292—*Awareness through Experience in the Spanish-speaking World, 3 Cr.***

This course develops student awareness of the cultures and peoples in the Spanish-speaking world through an immersion experience abroad. The experience includes opportunities to interact with people in rural and urban communities to learn about political, social, religious, and economic realities. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

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**293—Introduction to Latin American Studies, 3 Cr.**

This course will give students theoretical tools to understand Latin America from an interdisciplinary perspective. Using a wide range of cultural products, students will examine the region beyond a descriptive approach by looking into its socio-historical formation. Among other topics, students will examine class, race, and gender as well as political tradition and intellectual history. Cross-listed with LASP 200. Students may not earn credit for more than one VUSM course at the 200 level. Prerequisite: any 100-level VUSM course or transfer student placement.

**300—Serving the Common Good, 3 Cr.**

Following in the Franciscan tradition and Viterbo's value of service, this seminar asks students to actively participate in civic engagement and connect course content to those experiences. Students will engage in activities designed to foster the common good while reflecting on their values and practices of community, service, and collaboration. Collaborations with community partners will allow students to demonstrate community engagement and responsibility. Students must complete 25 hours or 10 instances of service in the full-semester version of the course. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

**325—The Common Good in the Life of a Christian, 3 Cr.**

The notion of "The common good" originated over two thousand years ago in Plato, Aristotle, and Cicero. Vatican II defined the "common good" as "the sum of those conditions of social life which allow social groups and their individual members relatively thorough and ready access to their own fulfillment." The common good, then, consists primarily of having the social systems, institutions, and environments on which we all must depend and work in a manner that benefits everyone. This course will examine the environments that establish and enhance the common good. Using philosophical principles, ethical theories, and religious traditions, students will learn the utilitarian aspects of the common good while pursuing a just, compassionate, and virtuous worldview. Students must complete 25 hours or 10 instances of service. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

**330—Classical Conceptions of the Common Good, 3 Cr.**

This course introduces students to the early development of the idea of the common good in ancient Greek and Roman philosophy. Through their conception of virtue, politics and "the Good," Socrates, Aristotle, Cicero, and Marcus Aurelius provided the foundation for many later Christian notions of the common good. The class will contrast classical conceptions of the common good with later Christian perspectives (Aquinas' idea of Natural Law and recent Catholic social teachings) and at least one contemporary perspective (that of John Rawls). Philosophy for Children uses philosophy to empower children to be respectful, tolerant, and morally responsible. Students must complete 25 hours or 10 instances of service. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

**340—Serving the Common Good: The Lakota of the Great Plains, 3 Cr.**

This seminar examines Northern Great Plains Indian history, specifically the history of the Lakota from pre-contact times to the present. In addition to exploring and defining the common good, the reading will cover Lakota history, with special attention given to the importance of the Black Hills to the Lakota. The history portion of the course provides an overview of past and contemporary Plains Indian cultures and societies. Students must complete 25 hours or 10 instances of service. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

**381—Mentoring: The Praxis of Psychology, 3 Cr.**

This mission seminar will focus on working with children in our community, specifically with children and/or their parents at Hamilton Early Learning Center in La Crosse. This seminar will cover the following: (a) prevention theory; (b) cultivating resilience in children; (c) defining service learning; (d) attitudes and actions regarding servant leadership, social justice, and the common good; (e) the different kinds of models of service learning; and (f) intercultural experience from multiple perspectives. Respect for and support of the common good will be emphasized in all aspects of the seminar. Because the course requires working with



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children/minors, all students who will work directly with the children must agree to a background check and complete a volunteer form through Hamilton Early Learning Center. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200 level VUSM course or transfer student placement.

Class work will emphasize discussion of the readings and journaling to record your reflections. This *Common Good* seminar provides an opportunity for students to experience civic engagement through a required spring break service-learning trip to the Cheyenne River Youth Project (CRYP) on the Cheyenne River Reservation in Eagle Butte, SD. This service trip to the CRYP provides students the opportunities to interact with Native American pre-school through high school youth, as well as elderly residents. There is a fee for this section to defray travel and lodging costs for the week-long service trip. Prerequisite: any 200 level VUSM course or transfer student placement.

***390—Religion, Politics, and Servant Leadership in U.S. Politics, 3 Cr.***

This mission seminar will focus on the U.S. elections as a lens for examining what it might mean to live lives of “faithful service and ethical leadership” in public office. Students will draw on a variety of fields (e.g., sociology of religion, political science, philosophy, history, and leadership studies) to locate elections in the complex and contentious debates about the relationships among religion, politics, and public leadership in the U.S. Through engagement with readings, the real-time events of campaigns, and participation in service, students will learn to evaluate the limits and possibilities for servant-led communities. In addition to scholarly work on the subject, readings may include candidate auto/biographies, newspapers, and blogs. Students must complete 25 hours or 10 instances of service. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

***392—Half the Sky: Turning Oppression into Opportunity for Women Worldwide, 3 Cr.***

Based on the widely acclaimed book by Nicholas Kristof and Sheryl WuDunn, this course explores the issues underlying and resulting from oppression of women. Their stories illustrate the economic progress that lies in unleashing women’s potential. Across the globe, courageous individuals are confronting oppression and developing real, meaningful solutions through health care, education, and economic empowerment for women and girls. The linked problems of human trafficking, forced prostitution, gender-based violence, and maternal mortality present a critical opportunity to change the world. Students must complete 25 hours or 10 instances of service. Students may not earn credit for more than one VUSM course at the 300 level. Prerequisite: any 200-level VUSM course or transfer student placement.

***400—The Ethical Life, 3 Cr.***

The Ethical Life builds upon students’ ethical reasoning to examine moral values and explore real world dilemmas. Students will examine virtue ethics, deontological ethics, and utilitarianism. By the end of the course, students should be able to identify and analyze their own ethical values and should be able to apply ethical principles to clarify a range of issues. Students may not earn credit for more than one VUSM course at the 400 level. Prerequisite: any 300-level VUSM course or transfer student placement.

***430—Ethical Reasoning and Moral Wisdom, 3 Cr.***

In this seminar students will consider ethical values, both their own and those of others, in multiple contexts to assess the values involved in living a good life. Students will learn about the practice of moral analysis, examine many influential moral theories, look at many contemporary moral debates in applied ethics, and consider the relevancy of ethics across disciplines. Students may not earn credit for more than one VUSM course at the 400 level. Prerequisite: any 300-level VUSM course or transfer student placement.

***431—The Ethical Life From the New Testament Gospels, 3 Cr.***

The question “What did Jesus do?” remains the hallmark of the Christian Church’s message and identity. “What *would* Jesus do?” is the major question this course will ask. What are the determined features of the ethical life Jesus modeled and taught? How do the narratives of the four gospels offer people an ethical foundation? How can we understand Jesus’ ethics in relation to ideas of truth, consequences, fairness, and character? Students may not earn credit for more than one VUSM course at the 400 level. Prerequisite: any 300-level VUSM course or transfer student placement.

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**432—*Moral Psychology, 3 Cr.***

This course introduces students to recent debates surrounding the nature of psychological investigation in relation to morality. Some of the questions the course will address are as follows: What is distinctive about moral motivation? Is morality an instinct? How does a psychological understanding of moral behavior differ from a philosophical one? Can morality be adequately explained as an evolutionary adaptation? What is the nature of moral emotions, such as shame and guilt? The final third of the course explores some of the moral debates that arise from the psychological explanation of, and therapeutic approach to, morality. Prerequisite: any 300 level VUSM course or transfer student placement.

**471—*Unified Mission Seminar I, 2 Cr.***

This intensive Mission Seminar combines the learning outcomes of the first two of the four Mission Seminars of the university's core curriculum: Franciscan Values and Traditions and Living in a Diverse World. Students must develop an approved service-learning project which they complete in VUSM-472. This service-learning project requires eight sessions or 20 hours of service. Restricted to Center for Adult Learning students. Restricted to students with junior standing or higher.

**472—*Unified Mission Seminar, 2 Cr.***

This intensive Mission Seminar combines the learning outcomes of the last two Mission Seminars of the university's core curriculum: Serving the Common Good and The Ethical Life. Students complete a service-learning project developed and approved in VUSM 471. This service learning project requires eight sessions or 20 hours of service. Restricted to Center for Adult Learning students. Restricted to students with junior standing or higher.

## **Women's Studies (WMST)**

**100—*Introduction to Women's Studies, 3 Cr.***

This course familiarizes students with the social, economic, psychological, and political issues that challenge contemporary women locally and internationally. It also encourages students to further their personal progress toward understanding and dealing constructively with women's issues.

**286—*Special Topics***—see page 104 for description.

**288—*Independent Study***—see page 104 for description.

**351—*Women's Health Issues, 2 or 3 Cr.***

Designed to examine women's health issues from a feminist perspective, this course explores the relationship of women to the health care system, discusses the historical role of women as providers and consumers of health care, and uses a holistic model to examine women's issues and concerns across the lifespan. The third credit is earned through an independent action project. (Equivalent to WMST 351.)

**400—*Seminar in Women's Studies, 3 Cr.***

This course examines the tools and methods of feminist scholarship and culminates in a research project which relates the student's major to issues in women's studies. This course meets formally two hours per week and includes a 14-hour service project. Prerequisite: 100.

**486—*Special Topics***—see page 104 for description.

**488—*Independent Study***—see page 104 for description.

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# Academic Calendar

	2014-2015	2015-2016	2016-2017	2017-2018
<b>SEMESTER I</b>				
Classes Begin	August 25	August 31	August 29	August 28
Labor Day	September 1	September 7	September 5	September 4
Mid-semester Break	October 17	October 23	October 21	October 20
Thanksgiving Break	November 26-30	November 25-29	November 23-27	November 22-24
Final Exams	December 8-12	December 14-18	December 12-16	December 11-15
Commencement	December 13	December 19	December 17	December 16
<b>SEMESTER II</b>				
Classes Begin	January 12	January 11	January 16	January 15
Spring Break	March 9-13	March 7-11	March 13-17	March 12-16
Easter Break	April 2-6	March 24-28	April 13-17	March 29-April 2
Final Exams	May 4-8	May 2-6	May 8-12	May 7-11
Commencement	May 9	May 7	May 13	May 12
Out-Service	May 11-15	May 9-13	May 15-19	May 14-18
<b>SUMMER</b>				
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	June 29-August 14	July 5-August 19	July 3-August 18	July 2-August 17

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Chemistry, major	50	Family Educational Rights and Privacy Act (FERPA)	29
Chemistry, minor	51	Fees	9
Class level	21	Finance, courses	145
Clinical laboratory science, courses	121	Financial aid	9
Clinical laboratory science, major	51	French, courses	146
College Level Examination Program (CLEP)	19	French studies	100
Commencement	38	General studies, courses	146
Contact hours	21	Geography, courses	146

German, courses	146	Music, applied	98
Gerontology, minor	57	Music, applied, courses	171
Global study, courses	147	Music education, major	73
Grade appeal	24	Music performance, major	74
Grade forgiveness policy	24	Music theatre, courses	172
Grade point average	24	Music theatre, major	75
Grades	23	National College Credit Recommendation Service (CCRS)	19
Graduate courses, enrolling in	32	Natural science, major	76
Graduate programs	3	Non-degree students	6
Graduation	38	Non-discrimination	4
Graduation rate	30	Nursing, courses	173
Health care management, courses	147	Nursing, major	76
Health care management, major	58	Nursing, BSN completion major	78
Health care management, minor	59	Nutrition and dietetics, courses	177
Health care science, major	59	Nutrition and dietetics, major	80
High School College Credit Program	6	Organizational communications, major	81
History, courses	148	Organizational management, courses	181
History, major	60	Organizational management, major	81
History, minor	60	Philosophy, courses	183
Honors, courses	153	Philosophy, major	84
Honors, graduation	37	Philosophy, minor	84
Honors Program	100	Physics, courses	186
Incomplete grade	24	Physics, minor	84
Independent study	25	Political science, courses	188
Individualized learning, courses	153	Political science, minor	84
Information systems, courses	154	Pre-chiropractic	101
Integrated studies, courses	155	Pre-dentistry	101
Integrated studies, major	61	Pre-health advising	100
Integrative information technology, minor	61	Pre-law	102
International Baccalaureate (IB)	19	Pre-medicine	101
Internships	25, 100	Pre-optometry	101
Interpreting studies, courses	155	Pre-pharmacy	101
Interpreting studies, certificate	99	Pre-physical therapy	101
Interpreting studies, minor	62	Pre-veterinary	101
Italian, courses	156	Privacy, right to (FERPA)	29
Latin American studies, courses	157	Probation	17
Latin American studies, minor	62	Psychology, courses	189
Leave of absence	26	Psychology, major	85
Legal studies, minor	62	Psychology, minor	85
Liberal studies, courses	157	Registration	27
Liberal studies, major	62	Religious studies, courses	195
Majors	2	Religious studies, major	86
Management, courses	158	Religious studies, minor	86
Management, minor	67	Repeating courses	28
Management and leadership, major	63	Retrospective Spanish credit	19
Management information systems, major	67	Reserve Officers Training Corps (ROTC )	102
Marketing, courses	161	Sacred music, minor	86
Marketing, major	69	Science, minor	86
Marketing, minor	71	Senior citizen enrichment	7
Mathematical physics, major	71	Secondary education	86
Mathematics, courses	162	Second degree	37
Mathematics, major	71	Second major	37
Mathematics, minor	72	Servant leadership, minor	87
Mid-term grade	24	Sexual harassment policy	28
Military deployment	26	Social work, courses	198
Ministry, minor	72	Social work, major	87
Minors	3, 37	Sociology, courses	201
Mission Seminars	34	Sociology, major	88
Mission Seminars, courses	227	Sociology, minor	89
Music, courses	165	Spanish, courses	206
Music, major	73	Spanish, major	89
Music, minor	73		

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Spanish, minor	90
Spanish, retroactive language credit	19
Sport leadership, minor	90
Sport management and leadership, courses	209
Sport management and leadership, major	90
Sport science and leadership, courses	210
Sport science and leadership, major	91
Student records	29
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Study abroad	102
Substance abuse counseling, minor	91
Suspension	17
Sustainability, courses	212
Sustainability, major	93
Sustainable management, major	91
Technology, student accounts	30
Technology education, courses	213
Technology education, major	93
Theatre, courses	219
Theatre, major	94
Theatre, minor	96
Transfer articulation agreements	32
Transfer credit	31
Transcripts	31
Tuition	9
Undeclared (exploring), major	100
University of Wisconsin-La Crosse (UW-L)	22
University studies, courses	225
Visual communication, major	96
Western Technical College (WTC)	39
Withdrawal	32
Women's studies, courses	233
Women's studies, minor	97
Youth Options program	6