

# LINCOLN UNIVERSITY

ACADEMIC

# C A T A L O G

2017



The 2017 catalog and future updates may also be found on the University website [www.lincoln.edu](http://www.lincoln.edu) via the Office of the Registrar homepage.

Lincoln University of the Commonwealth of Pennsylvania, in compliance with Title IX of the Education Amendment of 1972 and other Civil Rights laws, offers equal opportunity for admission and employment. The programs and activities of the University are offered to all students without regard to race, color, national origin, religion, age, sex, or physical disability.

### **University Catalog Disclaimer**

It is the responsibility of each student to read, understand and apprise themselves of all the terms, conditions, and regulations set forth in the current Lincoln University Academic Catalog.

Lincoln University reserves the right to change or amend the policies, rules, regulations and procedures described in this catalog and/or website. The calendar, course requirements, descriptions, tuition and fees are also subject to change.

# LINCOLN UNIVERSITY 2017

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## ACADEMIC CALENDAR 2017-2018

### Fall Semester

**2017**

Main Campus - 15 weeks

Semester Dates		Aug. 23-Dec. 8
New Undergraduate Students Orientation		Aug. 18-22
Returning student check in	Mon	Aug. 21
Undergraduate Classes Begin	Wed	Aug. 23
Last Day to Add and Drop Courses	Fri	Sept. 1
Labor Day – No Classes	Mon	Sept. 4
All University Convocation	Thu	Sept. 7
Graduation Applications (Fall Graduation)		Sept. 30
Mid-Term Examination Week	Mon-Fri	Oct. 9-13
Homecoming	Mon-Sat	Oct. 16-21
Mid-Term grades due	Mon	Oct. 16
Last Day to Withdraw	Mon	Oct. 23
Mandatory Registration begins	Fri	Oct. 27
Honors Convocation	Thu	Nov. 9
Graduation Applications (Spring Graduation)		Nov. 15
Thanksgiving Recess (No Class)	Mon-Fri	Nov. 20-24
Last Day of Class	Friday	Dec. 1
Reading Days	Sat-Mon	Dec. 2-4
Final Examinations	Tues-Fri	Dec. 5-8
Final Grades due by noon	Mon	Dec. 11
Fall conferral date (no commencement)		Dec. 15

### Spring Semester

**2018**

Main Campus - 15 weeks

Semester Dates		Jan. 10 - Apr. 27
New Student Orientation		Jan. 6-9
Returning student check in	Tues	Jan. 9
Undergraduate Classes Begin	Wed	Jan. 10
Last Day to Add and Drop Courses	Fri	Jan. 19
Martin Luther King, Jr.-No Classes	Mon	Jan. 15
Mid-Term Examination Week	Mon-Fri	Feb. 26 -Mar. 2
Mid-Term grades due	Mon	Mar. 5
Spring Break (No Class)	Mon-Fri	Mar. 5-9
Student Awards Convocation	Thu	Mar. 22
Last Day to Withdraw	Mon	Mar. 19
Mandatory Registration begins	Fri	Mar. 23
Easter Recess (Good Friday)	Fri	Mar. 30
FAFSA priority data		Apr. 1
Graduation Applications (Summer Graduation)		Apr. 1

Last Day of Classes	Fri	Apr. 20
Reading Days	Sat-Mon	Apr. 21-23
Final Examinations	Tue-Fri	Apr. 24-27
Final Grades due by noon	Mon	Apr. 30
<u>Spring Conferral and Commencement</u>	Sun	May 6

## Summer Semester

**2018**

### Main Campus

Registration		Mar. 23-May 20
Classes Begin	Mon	May 21
Classes End	Fri	June 29
Last Day to Add and Drop Courses	Fri	May 25
Last Day for Withdraw	Mon	June 11
Grades due	Mon	July 2
Summer conferral (no commencement)		Aug. 15

## THE UNIVERSITY

### A Message from the President

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Welcome to the Lincoln University family! I am pleased to send this greeting to you as you begin a transformative experience that will shape your future. As the “FIRST” degree-granting HBCU, Lincoln offers a large community of alumni, faculty, staff, friends and partners who will play a key role in the success of your journey. Take advantage of our many resources. The Lincoln University experience is transformative. It will prepare you to be and to do anything that you desire.



I know from experience that a Lincoln University education can prepare you to do anything you desire. On July 1, 2017, I returned to the *Dear Old Orange and Blue*, my Alma Mater, to serve as its 14<sup>th</sup> President— an honor that I never imagined when I received my degree from Lincoln many years ago. During the last few weeks, I’ve had time to revisit, review, and reflect on the road ahead for the institution. I am committed to doing all that I can to make Lincoln University the best that it can be.

Lincoln University has produced many graduates who went on to be world leaders. Individuals like Langston Hughes, ’29, world-acclaimed poet; Thurgood Marshall, ’30, the first African American U.S. Supreme Court Justice; and Kwame Nkrumah, ’39, the first president of Ghana. From Christian Fleetwood, ’60 who was the first African American Congressional Medal of Honor recipient in 1865 to Reggie Smith III, ’92, who became the first African American president of the Board of Directors of The United States Distance Learning Association in 2009, Lincoln University and our alumni have garnered more than 50 international and national “FIRSTS.” Read about them and understand that through education, dedication, and perseverance they achieved great success. But remember that they each began their journey here at Lincoln University, just as you are today.

I ask you to find your “FIRST” then use every resource that Lincoln offers towards achieving that goal. Remember that your success is only limited by your own imagination and willingness to work hard. Imagine big and work hard. Be creative in your thinking and bold in your explorations. Apply yourself and persevere to be prepared for your path forward. Embrace the campus, engage your faculty, and challenge yourself to reach for the stars. You will grow, you will mature, you will be successful. We are here to assist you on your journey.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Allen'. The signature is stylized and fluid.

Brenda A. Allen  
President

## The History of Lincoln University

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Lincoln University was chartered in April 1854 as Ashmun Institute. As Horace Mann Bond, '23, the eighth president of Lincoln University, so eloquently cites in the opening chapter of his book, *Education for Freedom*, this was “the first institution found anywhere in the world to provide a higher education in the arts and sciences for male youth of African descent.” The story of Lincoln University goes back to the early years of the 19th century and to the ancestors of its founder, John Miller Dickey, and his wife, Sarah Emlen Cresson. The Institute was renamed Lincoln University in 1866 after President Abraham Lincoln.

Lincoln is surrounded by the rolling farmlands and wooded hilltops of southern Chester County, Pennsylvania. Its campus is conveniently located on Baltimore Pike, about one mile off US Route 1 – 45 miles southwest of Philadelphia, 15 miles northwest of Newark, Delaware, 25 miles west of Wilmington, Delaware and 55 miles north of Baltimore, Maryland.

Since its inception, Lincoln has attracted an interracial and international enrollment from the surrounding community, region and around the world. The University admitted women students in 1952, and formally associated with the Commonwealth of Pennsylvania in 1972 as a state-related, coeducational university. Lincoln currently enrolls approximately 2,000 students.

Located in southern Chester County, Lincoln is accredited by the Middle States Association of Colleges and Schools and offers academic programs in undergraduate study in the arts, sciences as well as graduate programs in human services, reading, education, mathematics and administration. The University is proud of its faculty for the high quality of their teaching, research and service, and of its alumni, among the most notable of whom are: Langston Hughes, '29, world-acclaimed poet; Thurgood Marshall, '30, first African-American Justice of the US Supreme Court; Hildrus A. Poindexter, '24, internationally known authority on tropical diseases; Roscoe Lee Browne, '46, author and widely acclaimed actor of stage and screen; Lawrence (Larry) Neal, '61, one of the most influential scholars, authors and philosophers of The Black Arts Movement; Gil Scott-Heron, a legendary American soul and jazz poet, musician and author, attended Lincoln in the late 1960s; Lillian Fishburne, '71, the first African American female U.S. Navy Rear Admiral; Jacqueline Allen, '74, judge for the Court of Common Pleas, Philadelphia; Philip Banks, '84, New York City Police Chief; Fred Thomas, Jr., also '91, actor, director and three-time NAACP award-winning playwright; Comedian Will “Spank” Horton, who attended Lincoln in the late 90s, and Brittney Waters '13, professional women’s basketball player for the Ulster Rockets in Ireland.

Lincoln University has achieved the following national distinction during the past academic year;

- Lincoln University is ranked 20th in the nation among the Historical Black Colleges and Universities.

This national distinction is a continuation of Lincoln University’s tradition of educating an impressive list of African-Americans who have distinguished themselves as doctors, lawyers,

educators, businesspersons, theologians and heads of states. Many of Lincoln's international graduates have gone on to become outstanding leaders in their countries, including Nnamdi Azikiwe, '30, Nigeria's first president; Kwame Nkrumah, '39, first president of Ghana; Rev. James Robinson, '35, founder of Crossroads Africa, which served as the model for the Peace Corps; Sibusio Nkomo, Ph.D., '81, chairperson, National Policy Institute of South Africa; and Tjama Tjivikua, Ph.D., '83, First Rector of the Polytechnic of Namibia in Windhoek.

During the first one hundred years of its existence, Lincoln graduated approximately 20 percent of the African-American physicians and more than 10 percent of the African-American attorneys in the United States. Its alumni have headed over 35 colleges and universities and scores of prominent churches. At least 10 of its alumni have served as United States ambassadors or mission chiefs. Many are federal, state and municipal judges and several have served as mayors or city managers.

### Accreditation

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Since December 1, 1922, Lincoln University has been accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

The Department of Chemistry is accredited by the *American Chemical Society*.

Our Nursing program is accredited by *Commission on Collegiate Nursing Education (CCNE)*.

## BOARD OF TRUSTEES 2017-2018

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### Faculty Representative

To be announced

### Student Representative

To be announced

### Governor's Representative\*

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### Secretary of Education's Representative\*\*

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### Mrs. Diane M. Brown, Manager

Office of the Board of Trustees  
 484-365-8107  
 FAX: 484-365-7150  
 International Cultural Center

## CAMPUS FACILITIES

### Location

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Lincoln University is located on Baltimore Pike, approximately one mile west of the intersection of U.S. Route 1 and PA Route 896. Situated about 45 miles southwest of Philadelphia and 55 miles north of Baltimore, the main campus is part of a tract of 422 acres owned by the University. The over 30 main buildings and faculty residences are surrounded by rolling farmlands of southern Chester County, Pennsylvania. In addition, off campus centers are located in Philadelphia and Coatesville.

### Facilities

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#### Academic and Administrative Buildings

**ALUMNI HOUSE** was formerly used as a residence for the president of the University.

**MARY DOD BROWN MEMORIAL CHAPEL** is a Gothic structure of dark red brick completed in 1900. It contains a main auditorium seating 300, a fellowship hall with a capacity for 200, and staff offices. The Chapel was a gift of the late Mrs. Susan Dod Brown of Princeton, New Jersey. A complete renovation of the Chapel was accomplished in 2008.

**JOHN MILLER DICKEY HALL** was completed in 1991 with funds allocated by the Commonwealth of Pennsylvania. A 60,000 square feet, three-story structure, the facility houses Lincoln's main information technology function, various departments in the College of Professional, Graduate and Extended Studies, technologically equipped classrooms, tutorial rooms, and lecture halls, and faculty and staff offices. The building is named after John Miller Dickey who founded the University as Ashmun Institute in 1854, this facility is currently offline for major renovations. Adjacent parking for 123 cars is available.

**HAROLD F. GRIM HALL FOR THE LIFE SCIENCES** was erected in 1925 with funds contributed by the Alumni Association and other friends, including the General Education Board, and Mr. Pierre S. Dupont, and was doubled in size and completely modernized in 1968 with a grant from the Longwood Foundation. Originally housing life sciences, it was named for Harold Fetter Grim, who served for 50 years as Dean of the University and professor of biology.

**LADIES AUXILIARY GUEST HOUSE** was built and furnished in 1954 with funds raised by the Ladies Auxiliary of Lincoln University to provide accommodations for overnight guests and group activities.

**FRANK N. HILTON MAINTENANCE COMPLEX** was constructed in 1963 with funds provided by the Commonwealth of Pennsylvania. The complex houses a central heating and auxiliary maintenance shop as well as a storage building that was completed in 1965. The complex is named for Frank Nocho Hilton, who served Lincoln faithfully for over 55 years in various maintenance positions.

**INTERNATIONAL CULTURAL CENTER** is located on the northwest quadrant of the University's main campus and was constructed with funds from the Commonwealth of Pennsylvania. The

facility opened in fall 2009, and houses the President's offices, a Boardroom, several classrooms, offices, a food concession area, an art gallery, ticket booth, and a large 1049-seat theatre equipped with state of the art recording equipment. The theatre's stage area can accommodate a full scale operative production, concert orchestra performance or a full scale film presentation.

**LANGSTON HUGHES MEMORIAL LIBRARY** was completed in 1972 and is named after the late distinguished alumnus, Langston Hughes. The facility contains areas for microforms, periodicals, computer labs, reading lounges, individual and group study rooms, special collections and the University archives. Students are able to access the Library for after hour study through a separate designated entrance. Phase I of a total library renovation was completed in 2008. Phase II of the renovation was completed in 2012.

**LINCOLN HALL** was originally constructed in 1866 and completely remodeled in 1961-62. The facility houses administrative offices including those of the Registrar and Marketing and Communications.

**MANUEL RIVERO HALL** was completed in 1972, houses a 2000-seat capacity gymnasium, an Olympic-size swimming pool, classrooms, wrestling room, handball courts, dance studio, training room facilities and a recreation area, including an eight-lane bowling alley. Adjacent to the Gymnasium are fields for soccer intramural football, softball, and baseball; tennis courts; the Robert Gardner fitness trail; and the Wayne Coston track. Constructed with funds provided by the Commonwealth of Pennsylvania, it is named in honor of Emeritus Professor Manuel Rivero, the founder and chairman of the Health, Physical Education, and Recreation Department.

**IVORY V. NELSON CENTER FOR THE SCIENCES** was funded by the Commonwealth of Pennsylvania and completed in 2009. The building houses the departments of biology, chemistry, mathematics, computer science, nursing and physics. This facility contains state of the art technology, science laboratories and equipment for instruction and research.

**STUDENT UNION** serves as one of the centers for co-curricular activities, the faculty and student mailrooms, the student government association office, the television and radio facilities for the Communications program, and the bookstore. The offices of the Dean of Students, Residence Life, Housing Operations, Admissions and Financial Aid are located in the facility. The original construction in January 1964, and total renovation and expansion of this facility in 2009, were both accomplished with funds provided by the Commonwealth of Pennsylvania.

**UNIVERSITY HALL** is a three-story brick structure built in 1891 as a student center. The building now houses classrooms and offices for faculty members of the Department of Languages and Literature. The facility underwent a total renovation in 2007.

**UNIVERSITY CITY** is located at 3020 Market Street, just steps from Philadelphia's 30th Street Train Station. This site is accessible to the Northeast corridor via Amtrak, Regional Commuter Rail Lines and major bus services. Lincoln's graduate programs in Human Services, Education, Business, and Counseling as well as non-degree granting programs are offered at the University



City location. A complete renovation in 2009 included the addition of distance learning and other advanced technological capabilities.

**VAIL MEMORIAL HALL** served as the University library until 1972 and now houses the administrative offices of the Vice President for Academic Affairs and Vice President for Fiscal Affairs. The building was originally constructed in 1898 and expanded in 1954.

**WARE FINE ARTS CENTER** houses visual and performing arts, foreign languages and music programs, offices, laboratories and classrooms. Teaching laboratories include a ceramic studio, 2D/3D design studio, printmaking studio, graphic arts studio, painting/drawing studio, 20-station language lab and music technology and clavinovalabs. The facility also houses a 187-seat auditorium, fully equipped for digital recording and transmission. Completely renovated in 2008, the building was originally constructed in 1965 with funds provided by the Commonwealth of Pennsylvania, and is named in memory of Clara and John H. Ware, Jr., friends of the University.

**WRIGHT HALL** was built in 1960, and is named in memory of Walter Livingstone Wright, who served successively from 1893 to 1945 as professor of mathematics, vice president, and president.

### **CAMPUS RESIDENCES**

The campus includes a limited number of residences for faculty, and administrators.

### **Residence Halls**

The University's residence halls can accommodate approximately 1800 students.

**AMOS HALL** was constructed in 1907 as the University student center. It was renovated in 1965.

**APARTMENT STYLE LIVING** was designed in two phases. Phase I opened in 2005 and Phase II opened in 2006. The air conditioned living units are organized in two four-story wings surrounding a central landscaped courtyard.

**ASHMUN HALL** was built in 1966 with funds provided by the Commonwealth of Pennsylvania.

**CRESSON HALL** was built in 1870 with funds secured from the Freedmen's Bureau through the efforts of General O. O. Howard, then a trustee of Lincoln University. It was reconditioned and refurnished in 1961 and 1966. The building is currently offline.

**FREDERICK DOUGLASS HALL** was built in 1968 with funds provided by the General State Authority.

**LORRAINE HANSBERRY HALL** was constructed in 1972 with funds provided by the General State Authority.

**HOUSTON HALL** was erected in 1882 as a gift of the late H.H. Houston of Philadelphia. The building is currently offline.

**LUCY LANEY HALL** was built in 1967 with funds provided by the General State Authority. It was refurbished in 2001.

**MCCAULEY HALL** is a three-story brick building erected in 1904 as a gift from the late Dr. Thomas McCauley and Mrs. Mary D. McCauley. It served as the University dining hall until the Student Union was completed in 1964.

**MCRARY HALL** was built in 1956 with funds provided by the Estate of Dr. Robert B. McRary and the Department of Housing and Urban Development.

**RENDALL HALL** was erected in 1931 and is named in honor of two former presidents of the University, Isaac N. Rendall and his nephew, John B. Rendall. It was built with funds provided by the General Education Board, the Julius Rosenwald Fund, Miss Carolina Howard, Mr. Pierre S. du Pont, Mr. J. Frederick Talcott, and other generous friends.

**THURGOOD MARSHALL LIVING LEARNING CENTER** opened in 1996 and was built with funds from the Commonwealth of Pennsylvania. It also houses the student dining facilities, rooms for University guests, computer labs, and meeting rooms.

## RESIDENCE LIFE

### Lincoln University Community – Principles

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Each student who is admitted to Lincoln University enters into a mutual agreement with the University in which the University assumes the responsibility for providing instructors, classrooms, library facilities, living spaces, and other resources for a program of higher education. The students, on the other hand, having accepted the privilege of admission to Lincoln University, assume the responsibility for making use of these resources for their intended purpose. For this reason each student should thoroughly understand the fundamental concepts, which guide the relationship between the student and the University.

To be a student at Lincoln University is a privilege. As such, any student who enrolls in the University should be aware that the University reserves the right, after due process, to dismiss him or her if the student does not abide by the rules and regulations of the University and the laws of the state of Pennsylvania and the nation. Penalties for violations of regulations may vary from a fine or reprimand to expulsion. Penalties are determined by the Judicial Board or Dean of Students and may be appealed to the Associate Vice President for Student Development.

Each student, therefore, must assume the responsibility for always behaving in such a way as to reflect positively upon the University. No student possesses the right to interfere with the achievement of the scholastic goals of other students. To do so is to risk separation from the University.

In seeking the truth, in learning to think objectively, and in preparing for a life of constructive service, honesty is imperative. Honesty in the classroom and in the preparation of papers is therefore expected of all students. The regulations on Academic Integrity are included in the Academic Regulations section of this catalog.

The University expects that, in a community of students, accepted standards of good conduct will be exemplified through citizenship and respect for the rights of others. For detailed information concerning guidelines and regulations governing student deportment, see the "Lincoln University Student Handbook."

### Residence Life

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The Office of Residence Life is located in the Student Union Building and has primary responsibility for the development of a co-curricular program consistent with the overall aims and objectives of the University. These programs are educational, cultural and social in nature.

Lincoln University enhances the quality of student life and develops a well-rounded student body through a series of activities that promote social interaction, respect for others, campus participation and preparation for leadership. It makes great contributions to the development of its students through quality extra-curricular programs, including Student Government, Mister

and Miss Lincoln, religious activities and organizations, student clubs and honor societies, student publications and broadcasting, and both inter-collegiate and intramural athletics.

### Student Government Association

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The Student Government Association (SGA) is entrusted with the governance of the student body of Lincoln University. The SGA includes executive, legislative, and judicial Branches. The principal officers are elected and assume their duties near the end of the spring semester and are provided free room and board during the summer, a salary during the academic year, and office facilities. The many student organizations elect representatives to the Student Senate. The SGA appoints five of the nine Justices on the Judicial Board and the Vice Presidents for Student Affairs and Academic Affairs each appoint two Justices from their respective divisions. The SGA Constitution is printed in the Student Handbook.

The President of the SGA is a voting member of Lincoln University Board of Trustees.

### Mister and Miss Lincoln

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Students elected as Mister and Miss Lincoln participate in various major University activities and serve as representatives of Lincoln University at off-campus events such as college fairs, recruiting visits to high schools, and events sponsored by the Offices of Development and Alumni Relations. They also assist with the planning of the Homecoming activities and the pageants for campus Queens and Kings.

### Religious Activities and Organizations

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The University considers spiritual growth to be an important part of the development of the individual. It does not support any single denomination, sect or religion; rather the University seeks to create an open atmosphere for spiritual inquiry and development. The campus supports a number of religious organizations with varying roles, views and beliefs.

The University Chaplain conducts public worship, and, in consultation with the Committee on Religious Activities, maintains and serves as inspiration for the religious life of the University. The Chaplain also serves as the coordinator of religious activities for the University.

## Student Organizations and Clubs

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Class Clubs (4)	Deuce Deuce Drill Team
Forensic Society	Fun 4 Life
International Club	Lincoln University Concert Choir
Lincoln University Dance Troupe	Lincoln University Gospel Choir
Lincoln University Jazz Ensemble	Lincoln University Volunteer Center
National Association for the Advancement of Colored People (NAACP)	National Coalition of 100 Black Women
National Council for Negro Women	Students Against A.I.D.S.
Student Leader Network	We Are One
Ziana Fashion Club	

## Student Publications, Radio, and Television

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Newspaper: The Lincolnian  
 Yearbook: The Lion  
 Campus Radio Station: WWLU  
 Cable Television Station: LUC-TV

## Honor Societies

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Alpha Chi National Honor Scholarship Society  
 Alpha Kappa Delta National Sociology Honor Society  
 Alpha Mu Gamma National Foreign Language Honor Society  
 Beta Kappa Chi Honorary Scientific Society  
 Chi Alpha Epsilon National Honor Society (Act 101/T.I.M.E)  
 Dobro Slovo – The National Slavic Honor Society  
 Iota Eta Tau Honor Society  
 Kappa Delta Pi—International Education Honor Society  
 Omicron Delta Epsilon International Honorary Society in Economics  
 Phi Iota Sigma Foreign Language Honor Society  
 Phi Kappa Epsilon Honor Society  
 Pi Sigma Alpha National Political Science Honor Society  
 Psi Chi National Psychology Honor Society  
 Sigma Tau Delta (English Honor Society)  
 Tau Zeta Chapter of Kappa Delta Pi (an international honor society in education)

## Academic Organizations

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Arabic Club	Sociology Club
Biology Club	Education Club
Business and Economics Club	French Club
Chemistry Club	Japanese Club
Chinese Club	Melvin B. Tolson Society (English)
National Society of Black Engineers	Music Majors Club
Organization for Political Awareness	Society of Physics Students
Psychology Club	Society for Math and Computer Science
Spanish Club	Thurgood Marshall Law Society

## Athletic Teams and Activities

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**Intercollegiate Sports** – (NCAA Division II) and the CIAA (Central Intercollegiate Athletic Association) conference

Baseball, Basketball, Bowling, Cross Country, Football, Indoor/Outdoor Track, Women’s Soccer, and Volleyball

### Intramural Sports

Badminton, Basketball, Football, and Track Athletic Clubs: Cheerleaders, Marching Band and Drill Team

## Social Organizations

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### Greek-letter Fraternities

<u>Fraternity</u>	<u>Founded at:</u>	<u>Lincoln Chapter</u>
Alpha Phi Alpha	Cornell University in 1906	Nu Chapter, 1912
Omega Psi Phi	Howard University in 1911	Beta Chapter, 1914
Kappa Alpha Psi	University of Indiana in 1911	Epsilon Chapter, 1915
Phi Beta Sigma	Howard University in 1914	Mu Chapter, 1922
Iota Phi Theta	Morgan State University in 1963	Lincoln University Colony, 2000

### Greek-letter Sororities

<u>Sorority</u>	<u>Founded at:</u>	<u>Lincoln Chapter</u>
Alpha Kappa Alpha	Howard University in 1908	Epsilon Nu, 1969
Delta Sigma Theta	Howard University in 1913	Zeta Omega Chapter, 1969
Sigma Gamma Rho	Butler University in 1922	Xi Theta Chapter, 1995
Zeta Phi Beta	Howard University in 1920	Delta Delta Chapter, 1970

### The Pan-Hellenic Council

The Pan-Hellenic Council is the governing and coordinating body for the nine national Greek organizations at Lincoln University. Lincoln’s Pan-Hellenic Council strives for unity and

cooperation among the campus fraternity and sorority groups as well as establishes rules governing inter-group activities.

### **Social Fellowships and Service Organizations**

Groove Phi Groove Social Fellowship, Inc., Lion Chapter

Swing Phi Swing Social Fellowship, Inc.

### **The Council for Independent Organizations**

The Council for Independent Organizations is the governing and coordinating body for all social fellowships on Lincoln's campus. This body strives for unity and cooperation among the campus fellowships as well as establishes rules governing inter-group activities.

## ADMISSIONS

### Undergraduate Admissions-General Information

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Lincoln University welcomes admission applications from prospective freshmen after they have completed the junior year in secondary school. The University employs a “rolling admission” system in which there is no firm deadline for applications. However, students are strongly encouraged to apply by April 30 if admission is desired in August and by December 1 if admission is desired in January. Application forms can be received by contacting:

Office of Admissions	800-790-0191
Lincoln University	484-365-8000 (main)
Lincoln University, PA 19352	484-365-8109 (fax)
	Online at: <a href="http://www.lincoln.edu/admissions">www.lincoln.edu/admissions</a>

The application form should be completed by the applicant and returned to the Office of Admissions. An application fee of \$20.00 (cashier’s check or money order payable to Lincoln University) must accompany each application and is non-refundable.

Applicants should request that their secondary school send an official transcript directly to the Office of Admissions. In addition, the applicant should arrange to have the scores of the Scholastic Assessment Test (SAT 1) or American College Test (ACT) with two letters of recommendation and a college essay sent to Lincoln. It is the applicant's responsibility to see that all the appropriate steps are completed in filing an application for admission.

When the application is complete, with test scores, transcripts, application fee, recommendations and other needed documents received, Lincoln will begin the evaluation process. During this time, staff members will read and evaluate the application. The decision on the application will be mailed to the applicant at the earliest possible date, usually within two weeks.

### Admission Requirements

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Each candidate for admission must complete a minimum of 21 credits in grades 9 through 12. These credits must come from a standard senior high school, accredited either by the state authorities or by a regional accrediting body, or from an approved General Education Diploma (GED) program.

The 21 credits should be distributed as follows:

4 units of English	3 units of Mathematics
3 units of Social Studies	3 units of Science
2 units of Arts or Humanities or both	1 units of Health and Physical Education
5 units of Electives*	

\*Student selects 5 additional courses from among those approved for credit toward graduation by the school district, including approved vocational education courses.



## Entrance Examinations

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All candidates for admission are required to take either the Scholastic Assessment Test (SAT 1) or the American College Test (ACT). Information and application forms for these tests can be secured from the high school guidance office.

The candidate is responsible for requesting that the test scores be sent to Lincoln University, either by indicating Lincoln University on the application or, at a later date, by special request. The SAT I code number for Lincoln University is 2367 and the ACT code number is 3614.

It is recommended that the candidates take these tests at the earliest possible date.

## Admission for International Students

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International students should submit official copies of transcripts listing all subjects taken and grades received. He or she should submit the General Certificate of Education or its equivalent, a letter of recommendation from the principal of the secondary school attended, and a character recommendation, preferably from a teacher or some other professional person who knows the applicant well.

Applicants whose native language is not English are required to take the Test of English as a Foreign Language (TOEFL). Applicants whose native language is English are required to take the Scholastic Assessment Test (SAT 1).

Registration forms for the TOEFL and the SAT can be obtained from the Educational Testing Service at the following address: Box 6151, Princeton, New Jersey 08541-6151. The telephone number is 609-771-7100.

A statement signed by the person who will be responsible for the financial obligation of the applicant to the University is also required. International students are encouraged to pay particular attention to the fee structure, which is included in the General Statement pertaining to school expenses. Payment of the first semester's tuition and fees and room and board charges are required before the issuance of INS Form I-20 to the student.

## Transfer Students

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Transfer students are students who have earned college level credits at a regionally accredited university or college. Lincoln University offers two types of transfer student admission:

- First-Time Transfer Students – applicants with 12 or more (transferable) semester hours with a minimum 2.0 cumulative grade point average.
- First Year Students - applicants with less than 12 (transferable) credits will be evaluated utilizing Lincoln University's standard admission criteria.

Transfer applicants should request the institution(s) last attended to send to the Office of Admissions at Lincoln a transcript of their academic records. On the basis of this transcript, a tentative estimate will be given to the candidate identifying the work to be completed and the approximate length of time it will take to earn a degree. Students from an institution that is not regionally accredited will have their general education course work evaluated by the Office of the Registrar and major requirements by the respective academic department. An official copy

of the applicant's high school transcript showing date of graduation should also be sent to the Office of Admissions.

**Students with an Associate's degree:**

Students who transfer to Lincoln University with an associate degree in a parallel degree program from a regionally accredited college/university will have their general education/core curriculum courses considered complete. Students may have to complete additional coursework depending on the major and prerequisites required for major courses, as determined by the academic department.

**Students with a Bachelor's degree:**

Students that transfer to Lincoln University with a bachelor's degree from a regionally accredited college/university will have their general education/core curriculum courses considered complete.

Students may have to complete additional coursework depending on the major and prerequisites required for major courses, as determined by the academic department.

### Advanced Placement

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Lincoln University participates in the College Board Advanced Placement Program and awards course exemptions and college credit to entering students with qualifying scores. Students who have received a score of three or higher on any of the Advanced Placement Examinations of the College Board will be eligible, in the area of each examination, for advanced placement and credit toward graduation as determined by the appropriate department.

Lincoln University is a participant in the College Level Examination Program (CLEP). The University will grant credit for CLEP General Examination and Subject Examinations. CLEP General Examination credits will be granted to entering freshmen on the basis of Lincoln University norms. CLEP General and Subject Examination Credit will be granted to freshmen, transfer or current students according to the requirements established by the American Council on Education (ACE). Department approval must be obtained before taking a subject examination. The student should contact the Registrar's Office for other requirements.

### International Baccalaureate

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Lincoln University participates in the International Baccalaureate (IB) program and awards course exemptions and college credits to entering students with qualifying exam scores. Students who have received a score of five or higher on any of the IB examinations will be eligible for credit, in the area of each exam, for advanced placement and awarded credit toward graduation as determined by the appropriate academic department.

### Personal Interviews

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Although interviews are not required for admission, the University encourages them. An interview and campus tour can be arranged by appointment. A request for an interview and campus tour should be addressed to the Office of Admissions two weeks in advance of the

desired date. Applicants should suggest at least two alternative dates on which it would be convenient for them to visit campus.

## After Admission

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After being admitted, and before registering for classes, the student must submit an official final high school transcript (*first time freshmen only*) and satisfy the obligations listed below:

## Acceptance Fee

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A \$275.00 registration fee is required of each new student to reserve a space at the University. This fee is not refundable but will be credited toward the semester expenses. All new students (freshmen, transfers, readmits, and specials) must mail the fee as soon as admission to the University is granted. If an applicant fails to attend after admission, the fee will be forfeited. A later admission will require a new fee.

## Medical History and Health Insurance

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The State of Pennsylvania requires that all entering students present a report of medical history, signed by a licensed physician, assessing the students' state of health before they can be cleared for registration.

All students are encouraged to participate in the Lincoln University Student Health Insurance Plan. However, if parents choose not to have their daughter/son covered under this policy, the University requires that a Health Insurance Notification Form indicating the name of their present insurance carrier and policy number be signed and returned. The student will be billed for University insurance for the academic year if this notification form is not in the office of the Vice President for Student Affairs and Enrollment Management by the date of registration.

## Placement Testing and Academic Advising

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Placement in the appropriate English, Writing, Reading, and Math courses is determined by student performance on the placement tests developed administered by the university. Students scoring below the established norm for Lincoln University students will be required to take developmental courses in English and Math. However, students can opt to take a more advanced math course if they have a strong background in math as demonstrated by High School grades and other equivalent preparation or exposure(s).

Students who took two years or more of a foreign language in Junior/High School and wish to take that same language at Lincoln University are required to take the language placement exam. For more details, see Department of Foreign Languages and Literatures.

All newly admitted undergraduate students are assigned faculty advisors by the Academic Advising Center and must consult with them before making a final choice of courses. More information on academic advising is located in the section on Student Support Services.

## Graduate Admissions

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Application for admission to the graduate programs is made through the Office of Admissions at University City. The specific requirements for admission to each program are listed in the graduate programs section of this catalog.

## FINANCES AND STUDENT FINANCIAL AID

### Offices, Financial Clearances, and Responsibility

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The Office of the Bursar is the administrative unit of Lincoln University that is responsible for student accounts, including charging all tuition and fees, receipt of payments (including monies transferred on the behalf of students from banks and governmental agencies) and authorizing payments and refunds to students.

The Office of the Bursar is located on the 2<sup>nd</sup> floor of Lincoln Hall. Correspondence should be addressed to: Office of the Bursar, Lincoln University, Lincoln University, PA 19352. The telephone numbers are 484-365-8080 or 855-287-4003; and the fax number is 484-365-8130. Additionally, the office may be contacted via email at [bursaroff@lincoln.edu](mailto:bursaroff@lincoln.edu).

The Office of Financial Aid helps students meet their obligations to the University by determining the students' eligibility for financial assistance from (1) government programs and (2) the borrowing of funds from banks and other financial institutions under the regulations of the U.S. Department of Education. The Office of Financial Aid makes its official determinations of eligibility in the form of "Award Letters."

The Office of Financial Aid is located on the second floor of the Student Union Building. Correspondence should be addressed to: Office of Financial Aid, Lincoln University, Lincoln University, PA 19352. The telephone numbers are 484-365-8000, 484-365-7564, 800-561-2606, and the fax number is 484-365-8198.

The Office of the Bursar determines when a student is "financially cleared" and is therefore eligible for enrollment in classes and living in the residence halls. Financial clearance can be granted by the Bursar based on the actual receipt of funds, evidence of payment plans arranged through tuition payment plans (TMS described later in this section), and an award letter issued by Financial Aid. The Bursar can change a student's status from cleared to not cleared at any time if there are changes in the student's award letter or external payment plans. The Bursar determines financial clearance based on the current status of an account, including all payments and charges – not just the payments and charges for the current term.

The student always has ultimate responsibility for payment of all financial obligations to the University.

Lincoln University will issue transcripts or diplomas only when the student is "paid in full" as determined by the Office of the Bursar.

While it is recognized that in most instances parents are responsible for paying some or all of the educational expenses, it is nevertheless expected that all students keep themselves effectively informed regarding their financial requirements of the university and the way in which their financial obligations are being met. Bills are available via <http://webadvisor.lincoln.edu> to students and parents.

Undue delay or failure in making and carrying out financial arrangements according to University regulations will cause the student to become ineligible to register for classes or receive grades.

Registration for a new semester including room reservation, is conditional upon satisfactory settlement of all financial obligations of any previous semester, in addition to charges for the new semester.

### Payment of School Expenses

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On or about July 1 and November 25 a bill will be available on WebAdvisor indicating the net charge, which must be paid by the following dates to be eligible for registration.

Fall semester	Total payment or arrangement prior to July 31
Spring semester	Total payment or arrangement prior to December 1

The net charge payable is the total estimated expenses less University Financial Aid and payments made to date.

### Remittances

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You will have the option to login to your student account on Web Advisor at <http://webadvisor.lincoln.edu> to make a payment. It is preferred to use the online payment option as this represents a faster method of ensuring your payment is processed in a timely manner. The following methods of payments will be accepted online: Visa Credit, Visa Debit, Mastercard Credit, Mastercard Debit, Discover Credit, Discover Debit, or Electronic Check (personal bank accounts only). If you are mailing your payment, your certified checks, cashier's checks, or money orders should be made payable to "Lincoln University" and addressed to Lincoln University, Office of the Bursar, 1570 Baltimore Pike, Lincoln University, PA 19352.

Students who are receiving payments from a third party agency (i.e. GI Bill, Vocational Rehabilitation, employer/employee/dependent benefits) should provide any relevant agency information to the Office of the Bursar in advance of the scheduled bill due date.

### Tuition Payment Plans

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Refer to our [website](#) or contact the Office of the Bursar by e-mail at [bursaroff@lincoln.edu](mailto:bursaroff@lincoln.edu) regarding information on a deferred payment plan. It is required that 80% of your current semester's bill be covered by financial aid and/or payments. The other 20% can be placed on the deferred payment plan. Prior semester balances must be paid in full in order to begin a new semester payment plan.

### Veterans (GI Bill) and Social Security Beneficiaries and Employer Payments

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Students who receive benefits under programs of federal or state agencies, such as the Department of Veterans Affairs or the Social Security Administration must meet the payment deadlines of the University even if they have not yet received their benefits from the governmental agencies. In cases where an agency can or will make payment directly to the

University, the Bursar may defer receipt of the funds upon presentation of acceptable evidence from the agency.

Similarly, if some or all of a student's education expenses are to be paid directly to the University by his or her employer, the Bursar may defer receipt of the funds upon presentation of acceptable commitment from the employer. The University cannot defer such payments if it is contingent upon achievement of a certain grade. The University also cannot defer receipt of payment based on an employer's future reimbursement to the student of his or her educational expenses – the student must satisfy obligations by the corresponding deadlines and seek reimbursement later.

Since the University does not receive funds from the government for tuition and fees for Social Security recipients, students registered under such authorizations must make payments according to the schedule shown for all students.

## TUITION AND FEES FOR 2017 – 2018

*All fees are subject to change.*

### Undergraduate Students

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#### TUITION AND FEES

<b>Pennsylvania Residents</b>	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Tuition (12-18 credits)	3,838	3,838	7,676
General Fee	403	403	806
Student Services Fee	276	276	552
Technology Fee	406	406	812
Student Enhancement Fee	344	344	688
Student Achievement Fee	13		13
Health Insurance	861		861
Personal Property Insurance	115		115
Laboratory (each)	101	101	202
<b>Total Day Student (sophomores and juniors)</b>	<b>6,357</b>	<b>5,368</b>	<b>11,725</b>
Matriculation	216		216
Orientation	216		216
<b>Total Day Student (freshmen and transfers)</b>	<b>6,789</b>	<b>5,368</b>	<b>12,157</b>
Graduation		195	195
<b>Total Day Student(senior)</b>	<b>6,357</b>	<b>5,563</b>	<b>11,920</b>
<b>ROOM AND BOARD</b>	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Room - Double (Single - \$2,987)	2,495	2,495	4,990
Board 19 meals ( 14 meals \$1,963)	2,182	2,182	4,364
Laundry	73	73	146
Dorm Security Deposit (\$200)			0
<b>Total Room and Board</b>	<b>4,750</b>	<b>4,750</b>	<b>9,500</b>
<b>Total Resident (freshmen and transfers)</b>	<b>11,539</b>	<b>10,118</b>	<b>21,657</b>
<b>Total Resident (sophomores and juniors)</b>	<b>11,107</b>	<b>10,118</b>	<b>21,225</b>
<b>Total Resident (seniors)</b>	<b>11,107</b>	<b>10,313</b>	<b>21,420</b>



**TUITION AND FEES - Part time (less than 12 credits and over 18)****Pennsylvania Residents**

Tuition per credit	320
General Fee	41
Student Services Fee	25
Technology Fee	41
Student Enhancement Fee	30
<b>Total Tuition and Fees</b>	<b>\$457</b>

**TUITION AND FEES****Non-Pennsylvania Residents**

	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Tuition (12-18 credits)	6,343	6,343	12,686
General Fee	783	783	1,566
Student Services Fee	276	276	552
Technology Fee	406	406	812
Student Enhancement Fee	344	344	688
Student Achievement Fee	13		13
Health Insurance	861		861
Personal Property Insurance	115		115
Laboratory (each)	101	101	202
<b>Total Day Student (sophomores and juniors)</b>	<b>9,243</b>	<b>8,253</b>	<b>17,496</b>
Matriculation	216		216
Orientation	216		216
<b>Total Day Student (freshmen and transfers)</b>	<b>9,675</b>	<b>8,253</b>	<b>17,928</b>
Graduation		195	195
<b>Total Day Student(senior)</b>	<b>9,243</b>	<b>8,448</b>	<b>17,691</b>

**ROOM AND BOARD**

	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Room - Double (Single - \$2,987, New - \$3,161)	2,495	2,495	4,990
Board 19 meals ( 14 meals \$1,963)	2,182	2,182	4,364
Laundry	73	73	146
Dorm Security Deposit (\$200)			
<b>Total Room and Board</b>	<b>4,750</b>	<b>4,750</b>	<b>9,500</b>
<b>Total Resident (freshmen and transfers)</b>	<b>14,424</b>	<b>13,003</b>	<b>27,427</b>

<b>Total Resident (sophomores and juniors)</b>	<b>13,992</b>	<b>13,003</b>	<b>26,995</b>
<b>Total Resident (seniors)</b>	<b>13,992</b>	<b>13,198</b>	<b>27,190</b>

**TUITION AND FEES - Part time (less than 12 credits and over 18)**

**Non-Pennsylvania Residents**

Tuition per credit	532
General Fee	70
Student Services Fee	26
Technology Fee	41
Student Enhancement Fee	32
<b>Total Tuition and Fees</b>	<b>\$701</b>

\* Rates subject to change

## **Fixed Rate Tuition**

Incoming undergraduate students are eligible for fixed rate tuition based on the start year. This means that the tuition rate will remain the same for four years of consecutive enrollment. Students not completing in four years would be subject to the rate increase for the current year. The fixed rate only applies to tuition and does not include mandatory fees or room and board.

## **Miscellaneous Fees**

*(Pennsylvania and Non-Pennsylvania Residents)*

Practice Teaching, \$148.00/ Late Registration, up to \$45.00/ Music Fee, \$81.00/ Music Practice (non-major), \$25.00/ Graduate Record Examination, \$67.00/ Art Fee, \$84.00/ Praxis Examination, \$114.00

Students who do not provide evidence of medical insurance coverage will be required to pay the premium (currently \$861) for medical insurance available through the University.

All students are required to complete at least two natural science courses that include laboratories. The lab fees for these are included in the example above for first time students since these courses are commonly taken in the first year.

The number of times special course fees will be needed will depend on a student's major and whether or not they study foreign languages.

- Biology, chemistry, and physics majors can expect to have one or more laboratory fee charges each semester during every semester. Music majors can expect to pay \$75 fees for every private lesson and ensemble course and every piano instruction class.

## **ALL FEES ARE SUBJECT TO CHANGE**

### **Room and Board**

All students living in the residence halls must purchase one of the meal plans. The Board of Trustees has not authorized any exceptions to this policy.

A deposit of \$275 (\$200 Dorm Security and \$75 Registration Deposit) is required for all persons in residence halls and commuters.

### **Alumni Discount**

Children and grandchildren of graduates of Lincoln University who are enrolled in undergraduate programs and are in good financial standing with the University receive a discount of twenty-five percent (25%) on tuition charges. Other fees and charges are not subject to the Alumni Discount.

## Graduate Students

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### TUITION AND FEES (12 credits)

<b>Pennsylvania Residents</b>	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Tuition (12 credits)	5,053	5,053	10,106
General Fee	414	414	828
Duplicating Fee	73	73	146
Technology Fee	170	170	340
<b>Total Day Student</b>	<b>5,710</b>	<b>5,710</b>	<b>11,420</b>

Graduation Fee (Aug, Dec or May) 195

### PART TIME TUITION AND FEES

#### Pennsylvania Residents

Tuition per credit	511
General Fee	41
Technology Fee	15
<b>Total Tuition and Fees</b>	<b>567</b>

### TUITION AND FEES (12 credits)

<b>Non- Pennsylvania Residents</b>	<b>FALL</b>	<b>SPRING</b>	<b>TOTAL</b>
Tuition (12 credits)	8,818	8,818	17,636
General Fee	483	483	966
Duplicating Fee	73	73	146
Technology Fee	170	170	340
<b>Total Day Student</b>	<b>9,544</b>	<b>9,544</b>	<b>19,088</b>

Graduation Fee (Aug, Dec or May) 195

### PART TIME TUITION AND FEES

#### Non-Pennsylvania Residents

Tuition per credit	886
General Fee	48
Technology Fee	15
<b>Total Tuition and Fees</b>	<b>949</b>

## Refund Policies

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Upon the withdrawal of a student for reasons other than disciplinary, a portion of the tuition may be refunded based on the official date of withdrawal. Fees are not refundable.

<b><u>If the date of withdrawal is:</u></b>	<b><u>Tuition Refund</u></b>
Between one and two weeks	80%
Between two and three weeks	60%
Between three and four weeks	40%
Between four and five weeks	20%
Over five weeks	0%

A proportionate refund for board will be made upon official withdrawal or absence for a period of six weeks or more provided that notice of withdrawal has been given to the Office of Student Services.

No refunds will be made for room, general fees, orientation, matriculation, laboratory, music fees, insurance or other miscellaneous fees after a student has registered – even when the student withdraws from a course.

## Housing and Meals Refund Policy

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Refund policy for students who are assigned on-campus housing but choose to move off-campus after checking in:

- If the student moves off-campus prior to the published Last Day to Add or Drop Courses, a prorated amount for housing and meals will be assessed.
- If the student moves off-campus after the published Last Day to Add or Drop Courses, the student will be responsible for 100% of the housing charge and a prorated amount for meals.

## STUDENT FINANCIAL AID

The Office of Financial Aid assists students in obtaining the financial resources they need to meet their obligations to the University. Financial Aid counselors work to develop a “package” of resources by combining grants, scholarships, loans, and on-campus jobs. Grants are provided by both federal and state governmental agencies. Loans may be “subsidized” which means the Department of Education pays a portion of the interest on the loan. The interest on unsubsidized loans is paid entirely by the borrower. For most types of loans, repayments begin only after the student is no longer enrolled at least half-time in a post-secondary institution. On-campus jobs include “work-study” that is funded by governmental sources and “work-aid” that is funded by the University’s own budget. The terms and conditions may be different for each type of aid – students should make sure they understand the rules for every type of aid they receive.

Eligibility for all forms of financial aid, including work-study and most University funded scholarships, requires the completion of the “Free Application for Federal Student Aid” (FAFSA). Thereafter, the Office of Financial Aid may also require the submission of documents, such as income tax returns of the student or parents, in order to provide evidence of eligibility, through a verification process. In order to expedite processing we encourage students to file on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). On-line processing, of the FAFSA, takes about one week. Students who choose not to apply on-line may obtain a paper FAFSA by calling Federal Student Aid at 1-800-433-3243.

All FAFSA applications should be filed by April 1st for the subsequent academic year for the student to receive priority consideration for most types of financial assistance. A student whose FAFSA is filed late or whose supporting documents are not received timely may receive less aid such as grants and therefore have to take more loans that must be repaid by the student.

Financial aid is awarded on an annual basis and is renewable from year to year as long as the student maintains satisfactory academic progress and meets all other eligibility requirements.

### Financial Aid Satisfactory Academic Progress Standards

Satisfactory Academic Progress (SAP) denotes a student’s successful completion of coursework toward a degree. The Higher Education Amendment Act of 1965, as amended, mandates institutions of higher education to establish a minimum standard of “Satisfactory Academic Progress (SAP)” for students receiving federal financial aid. Lincoln University makes its standard applicable to all federal, state and institutional funds. The satisfactory academic progress applies to all terms regardless of whether financial aid was received. Satisfactory Academic Progress will be evaluated for all students (full or part-time) annually (at the end of each spring semester).

Satisfactory Academic progress will be evaluated for all students at the end of each academic year (end of spring semester). Students who enroll at the mid-point (January) of an academic year or attend one semester only will also be evaluated at the end of the spring semester.

Thereafter, these students will be evaluated at the end of the academic year unless on a financial aid appeal.

To ensure Satisfactory Academic Progress students must meet all of the following standards:

- Minimum Cumulative Grade Point Average (GPA)
- Minimum Completion Standard for Attempted Credit Hours
- Maximum Time Frame for Degree Completion

### **Undergraduate SAP Requirements**

All undergraduate students must maintain the following minimum requirements to be in compliance with SAP:

<b>Total Number of Attempted Hours:</b>	<b>Minimum Cumulative GPA:</b>
0-29	--
30-59	1.60
60-89	1.80
90+	1.95

### **Graduate SAP Requirements**

All graduate students must maintain the following minimum requirements to be in compliance with SAP:

- Must have a Cumulative Grade Point Average of 3.0 or higher
- Must Earn 67% of Hours Attempted
- Must not Exceed 150% of Hours Required for Degree Completion

### **Completion Standard for Attempted Credit Hours**

Students who receive financial aid must successfully complete a minimum of 67% of all attempted hours. If the number of completed hours drops below 67%, the student will no longer be eligible for financial aid. Attempted hours include all hours attempted at the University and transfer hours, whether or not the student earns a grade or receives credit. Successful completion of a course means the student received a grade of A, B, C or D (excluding a grade of D for a graduate student or courses required for the major-undergraduate or graduate).

To calculate, multiply the total number of attempted hours by .67 (rounded downward to the nearest whole number). As an example, if a student attempted 30 credit hours, she must complete a minimum of 23 credit hours ( $30 \times .67 = 23$ ) in order to ensure SAP for the year.

### **Maximum Time Frame**

The number of credit hours a student attempts may not exceed 150% of the number of credit hours required for graduation in his or her program of study, as published in the University Bulletin. If the published number of hours required for graduation is 120, an undergraduate student may not attempt more than 180 credit hours ( $120 \times 1.50 = 180$ ) and continue to receive financial aid. All attempted hours are counted in determining the 180 hours limit, including transfer hours, whether or not financial aid was received or the course work was successfully completed.

### **Second Degree Students**

Students who have already earned a bachelor's degree and are pursuing another undergraduate degree must submit a completed Second Degree Form. Second-degree students cannot exceed the aggregate loan limit for an undergraduate student. Second-degree students must maintain a 2.0 annually and pass 67% of the hours attempted.

### **Dual Degree/Double Major**

Students must maintain progress as stated above. Students seeking a dual degree must be maintaining SAP prior to declaring their dual/double degree.

### **Withdrawal**

A "W" grade which is recorded on the student's transcript will be included as credits attempted and will have an adverse effect on the student's ability to maintain SAP. Students who officially withdraw from the University must make up the deficit hours and are encouraged to attend summer school to remove the deficient hours. The successful completion of a course is defined as receiving one of the following grades: A, B, C or D. Courses with grades of F, I, U and W will not qualify in meeting the minimum standard.

### **Incomplete (I) grade**

An incomplete grade indicates that a student has not finished all course-work required for a grade and is included in the cumulative credits attempted. An incomplete will count toward attempted hours but not as hours passed until a final grade is posted in the Registrar's Office.

### **Repeated courses**

A student who has received a failing grade in a required course at this University must repeat and pass the course unless otherwise indicated by the Registrar or Dean of Students (undergraduate and graduate) may only receive federal financial aid for one repetition (repeat) of a previously passed course. Students who have already passed a course with a grade of a D or better may only repeat the class one additional time and receive financial aid for that course. All repeated courses are included in the total attempted hours for SAP evaluation.

### **Change of Major**

A student may change from one degree to another during attendance at the University. Students who change from one major to another are still expected to maintain Satisfactory Academic Progress and complete the course work within the time frame or hours limitation



stated unless an appeal is approved. All attempted hours from a prior major are included in the total attempted hours.

### **Audited courses**

Courses audited do not count as either attempted or earned hours.

### **Hours Enrolled**

The number of credit hours in which the student is enrolled on the day following the published last day to add/drop a class will be used as official enrollment for financial assistance purposes; full-time status is 12 or more hours. If a student withdraws from classes after the last day to add/drop a course the student may not meet the minimum number of hours to be earned in one academic year.

Re-admitted students will be reviewed on their previous academic records in order to determine eligibility for assistance, whether or not financial aid was received. Re-admitted students not maintaining SAP must submit a letter of appeal.

Students who have been placed on Academic Suspension or Dismissal from the University must meet the Satisfactory Academic Policy (SAP) once they are re-admitted. Re-admitted students are not automatically eligible for Financial Aid, if they do not meet the standard; they have an option to submit an appeal.

### **Financial Aid Termination**

Students who do not meet the Satisfactory Academic Progress standards are not eligible for further financial aid, including Summer School. Students will be notified by Office of Student Financial Aid of their financial aid termination at the end of the spring semester through a letter to their permanent home mailing address and to their University e-mail account.

Students whose financial aid is terminated must remove their academic deficiencies or have an appeal granted before aid can be reinstated. This includes students who withdraw from a class or the semester, receives all "F's" for the semester or receive a grade of "Incomplete."

### **Conditions for Reinstatement**

Students whose financial aid is terminated must remove their academic deficiencies or have an appeal approved before their aid can be reinstated. Students who withdraw from a class or classes after the add/drop period, receives all "F's" for the semester or a grade of "Incomplete" may be ineligible for aid for the next term.

Students who are denied federal and/or state financial aid for failure to meet the SAP standards have the opportunity to appeal the decision. Students may appeal the decision in writing to the

Admissions, Academic Standing and Financial Aid committee, if there were extenuating circumstances that led to the unsatisfactory academic progress. The student will be notified in writing by the University Registrar of the Committee's decision.

Any student whose financial aid has been terminated may reestablish Satisfactory Academic Progress by any of the following methods:

- Enroll in a course or courses for Summer School
- Repeat courses in which a grade of F was earned
- Satisfy requirements for all incomplete grades

### **Appeal Procedure**

Students not meeting Satisfactory Academic Progress may appeal for consideration of financial aid. To appeal for the reinstatement of financial aid eligibility, students should complete and submit the Satisfactory Academic Progress appeal form to the Office of Student Financial Aid indicating the extenuating circumstance(s) (i.e. personal illness, injury, medical problems, undue hardship, death of parent or immediate family member, or other special circumstances) that may have prevented the student from performing at his/her academic best. The appeal form must be accompanied by an Academic Action Plan approved by the student's academic advisor. Students who are granted an appeal will be placed on Progress Probation. The student's academic progress will be reviewed each semester, thereafter, not to exceed two semesters. Students, who unsuccessfully meet the requirements of the Academic Plan, may appeal a final time. If the appeal is approved and they fail to meet the Academic Plan again, they can no longer receive financial aid until they meet the minimum GPA and the 67% benchmark.

Students will be notified, in writing of the appeal decision. Students who are granted an appeal and do not meet the requirements are placed on financial aid suspension until Satisfactory Academic Progress is achieved.

It is the student's responsibility to be aware of his or her academic progress each semester. The Office of Student Financial Aid will make every effort to notify promptly.

### **Progress Probation**

Students who are granted an appeal will be placed on Progress Probation. The student's academic progress will be reviewed each semester, thereafter.

Students will be notified, in writing of the appeal decision. Students who are granted an appeal and do not meet the requirements are placed on financial aid suspension until Satisfactory Academic Progress is achieved.

It is the student's responsibility to be aware of his or her academic progress each semester. The Office of Student Financial Aid will make every effort to promptly notify students of the cancellation of the award and academic progress status.

## **Financial Aid Suspension**

Students who are granted an appeal and do not meet the requirements are placed on financial aid suspension until Satisfactory Academic Progress is achieved.

It is the student's responsibility to be aware of his or her academic progress each semester. The Office of Student Financial Aid will make every effort to promptly notify students of the cancellation of the award and academic progress status.

## **Appeals of Financial Aid Suspension**

A student who fails to achieve Satisfactory Academic Progress may appeal to the Committee on Admissions, Academic Standing, and Financial Aid.

If the Committee finds that unusual circumstances have contributed significantly to the failure to achieve Satisfactory Academic Progress, the Committee may authorize:

- Progress Probation or
- Permanent exclusion of the affected credits from cumulative attempted credits for purposes of measuring *satisfactory academic progress*.

## **Permanent Exclusion of Credits from Attempted Credits**

In cases where a student must withdraw from the University due to unusual circumstances, the Committee may approve the permanent exclusion of the semester's credits from the computation of Attempted Credits. This remedy may be sufficient for the student to achieve Satisfactory Academic Progress.

The Registrar is authorized to approve the permanent exclusion of the semester's credits in cases where the student was unable to attend classes for one month or more due to unusual circumstances. The Committee must approve all other cases.

## **Readmission Following Suspension**

Students on financial aid suspension may use courses at other institutions to reestablish their Satisfactory Academic Progress (SAP). Readmission to Lincoln University will require either reestablishment of SAP or the granting of a Progress Probation by the Committee on Academic Standing. Reestablishment of SAP requires the receipt of official transcripts from the other institution in the Office of the Registrar. Refer to the section on Transfer Credits for the policies on how transfer credits and grades affect GPA calculations, earned and attempted credits, and therefore, Satisfactory Academic Progress.

Candidates for graduate degrees who do not take courses during a period longer than one calendar year must apply for readmission. Previously completed coursework will be evaluated on a case-by-case basis when readmission is approved for persons who were out of the program for more than three calendar years.

The following is a brief list and description of the financial assistance programs offered at the University:

## Federal Pell Grant

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Unlike a loan, does not have to be repaid. The Federal Pell Grant is awarded to undergraduate students who have not earned a bachelor's or a professional degree. The maximum award for the 2016-2017 award year is \$5,815. The amount a student is eligible to receive is based on the student's EFC (Expected Family Contribution) which is calculated using information provided on the FAFSA.

## Federal Supplemental Educational Opportunity Grants (FSEOG)

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The FSEOG is a grant for undergraduates with exceptional financial need. The FSEOG does not have to be repaid. Federal Pell Grant recipients who meet the April 1<sup>st</sup> FAFSA priority **deadline date will** be given priority consideration. Funds are limited and awards are offered based on availability of funds. Due to limited funding not all Federal Pell Grant recipients receive FSEOG.

## Federal Perkins Loan Program

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This is a low interest (5%) loan for students with exceptional financial need. The loan is made from a revolving fund at the University. The University is the student's lender and those students who applied by the April 1st deadline date will be given priority. If the student's Financial Aid Award Letter includes a Federal Perkins Loan, the completion of a Federal Perkins Promissory Note and Entrance Interview is required before loan proceeds will be posted to the student's account. The University will provide the promissory note.

## Federal Direct Subsidized Loans

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The Department of Education pays the interest while the student is in school. The eligibility to receive a Direct Subsidized loan is based on financial need established by the federal government. A student may borrow the maximum based on grade level. Please refer to chart below for the Direct Subsidized Loan limits.

## Federal Direct Unsubsidized Loans

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The loan is limited to independent students and/or dependent students whose parents have been denied eligibility for the Federal Direct PLUS Loan. The Direct Unsubsidized loan is not based on need and, unlike the subsidized loan the Department of Education does not pay the interest for the student. The student will be charged interest for this loan from the time the loan is disbursed until the loan is paid in full. The student may borrow the maximum based on grade level.

## Eligibility, Loan, Terms and Requirements

The terms of the Direct Subsidized and Unsubsidized Stafford Loans are included in the table below:

Eligibility Criteria	Loan Terms	Additional Information/Requirements
DIRECT SUBSIDIZED LOAN		

<ul style="list-style-type: none"> <li>• Need-based</li> <li>• Student must be enrolled at least half-time in a degree program</li> <li>• Borrower must be a U.S. citizen or eligible noncitizen</li> </ul>	<ul style="list-style-type: none"> <li>• 3.76% fixed interest rate after July 1, 2016, for undergraduate loan</li> <li>• 1.0% origination fee, with a 0.5% rebate if first 12 monthly payments are made on time. Because of this fee, <b>the actual Direct Loan amount applied to your University account will be lower</b> than the amount listed on your award notice.</li> <li>• Repayment is deferred and there is no interest while the student is enrolled at least half-time.</li> <li>• Direct Loans can be consolidated with other federal loans</li> </ul>	<ul style="list-style-type: none"> <li>• Limited deferment provisions; see <b>Your Federal Student Loans: Learn the Basics and Manage Your Debt</b> and <b>Cancellation/Deferment Options for Teachers</b> on the <a href="#">Dept. of Education website</a></li> <li>• Students accepting Direct Loan funds for the first time must complete an online Direct Loan <b>Master Promissory Note</b> before receiving their loan funds.</li> <li>• First-year students who are first-time borrowers must complete <b>Direct Loan Entrance Counseling</b>.</li> <li>• <b>Exit Counseling</b> is required when students graduate or drop below half-time.</li> <li>• More information is available from the <a href="#">U.S. Department of Education</a></li> </ul>
<b>DIRECT UNSUBSIDIZED LOAN</b>		
<ul style="list-style-type: none"> <li>• Non-need-based</li> <li>• Student must be enrolled at least half-time in a degree program</li> <li>• Borrower must be a U.S. citizen or eligible noncitizen</li> </ul>	<ul style="list-style-type: none"> <li>• 3.76% fixed interest rate (5.31% for graduate student loan)</li> <li>• 1.0% origination fee, with a 0.5% rebate if first 12 monthly payments are made on time. Because of this fee, <b>the actual Direct Loan amount applied to your University account will be lower</b> than that listed on your award notice</li> <li>• Interest begins accruing immediately; may be paid periodically or capitalized (see promissory note)</li> <li>• Repayment of principal is deferred while the student is enrolled at least half-time.</li> <li>• Direct Loans can be consolidated with other federal loans</li> </ul>	<ul style="list-style-type: none"> <li>• Limited deferment provisions; see <b>Your Federal Student Loans: Learn the Basics and Manage Your Debt</b> and <b>Cancellation/Deferment Options for Teachers</b> on the <a href="#">Dept. of Education website</a></li> <li>• Students accepting Direct Loan funds for the first time must complete an online Direct Loan <b>Master Promissory Note</b> before receiving their loan funds.</li> <li>• First-year students who are first-time borrowers must complete <b>Direct Loan Entrance Counseling</b>.</li> <li>• <b>Exit Counseling</b> is required when students graduate or drop below half-time.</li> <li>• More information is available from the <a href="#">U.S. Department of Education</a></li> </ul>

## Borrowing Limits for Direct Loans

The amount of Direct Subsidized or Unsubsidized Loan you may borrow by year in school and the total amount you may borrow are shown in the table below. These amounts are determined by the federal government.

	Subsidized Loan Base Amount		Additional Unsubsidized Loan Amount (as of July 1, 2008)		
	For All Undergraduates	For Graduate Students	For Dependent Undergraduates*	For Independent Undergraduates**	For Graduate Students
<b>First Year</b>	\$3,500	\$8,500	\$2,000 (\$5,500 total)	\$6,000 (\$9,500 total)	\$12,000
<b>Second Year</b>	\$4,500	\$8,500	\$2,000 (\$6,500 total)	\$6,000 (\$10,500 total)	\$12,000
<b>Third Year and Beyond</b>	\$5,500	\$8,500	\$2,000 (\$7,500 total)	\$7,000 (\$12,500 total)	\$12,000
	Subsidized Loan Debt Limit		Total Loan Debt Limit (Subsidized + Unsubsidized)		
	\$23,000	\$65,500; limit includes Direct Loans received as an undergraduate	\$31,000 (only \$23,000 can be subsidized)	\$57,500 (only \$23,000 can be Subsidized Loan)	\$138,500 (only \$65,500 can be Subsidized Loan); limit includes Direct Loans received as an undergraduate

\*Excluding students whose parents are unable to obtain a PLUS Loan

\*\*Or dependent students whose parents are unable to obtain a PLUS Loan

## Federal Work Study Program (FWS)

Lincoln University administers two programs to assist students with employment on campus and off campus. Students with demonstrated need and meet general eligibility requirement are eligible for a wide variety of part-time jobs in various departments throughout the campus. There is a limited number of positions available off campus. Students are eligible to work only after they have registered and have completed the necessary documents required by the Office of Financial Aid.

The first program administered is the Federal Work Study (FWS) program, which is funded by the federal government. The Federal Work Study (FWS) program is designed to assist students

who have demonstrated financial need supplement the cost of their educational expenses. Eligibility consideration for FWS requires that interested students complete the Free Application for Federal Student Aid (FAFSA) by the priority deadline date set by the University's Office of Financial Aid. For each year that a student is interested in FWS, the student must reapply using the FAFSA. Applying for FWS does not guarantee that a student will be awarded. As the need varies for each student each year, and funds are limited, a student may not be eligible every year of enrollment.

The second program is the Institutional Work Aid (IWA) program, which is funded by the University. IWA is not based upon financial need, nor does it require completion of the FAFSA to be eligible. Funding for IWA is provided by the University through departmental allocations. Students interested in employment through IWA must inquire with the various University departments. However, not all departments offer IWA employment.

Students interested in information regarding student employment application procedures, conditions of employment, performance reviews, grievance procedures, wage scale, and payroll schedule should contact the Student Employment Coordinator at 484-365-7290.

### Federal Direct Parental Loan for Undergraduate Students (PLUS Loans)

A PLUS Loan enables a parent with a good credit history to borrow funds to help pay for education expenses for each dependent child enrolled for at least half-time. The yearly loan limit is the cost of attendance minus all other financial aid. PLUS loans are not based on need but rather the parent's credit worthiness. Lincoln University parents who wish to apply for a Federal PLUS Loan must complete the Federal Parent Loan Data Sheet provided by the Office of Financial Aid. The signed Data Sheet gives the Financial Aid Office permission to submit the parent's information to the Department of Education for credit processing. Upon approval of the Federal PLUS Loan, parents are required to complete a Master Promissory Note. This step must be completed for loans to be processed. The Office of Financial Aid will provide approved parents with online instructions to complete this request.

### PHEAA State Grant

This grant is available to Pennsylvania residents who are enrolled full-time or part-time and demonstrate financial need. The student must file the FAFSA form before May 1st to be eligible. Students are selected by the PA State agency not Lincoln University. Students must demonstrate academic progress to retain their eligibility. Contact PHEAA at [www.pheaa.org](http://www.pheaa.org) for additional questions.

### Other State Grants

The following state programs allow funds to be transferred to students enrolled in Pennsylvania state colleges: Delaware, District of Columbia, Connecticut, Maine, Massachusetts, Ohio, Rhode Island, and West Virginia. Delaware and District of Columbia may also be award students at the graduate level.

## Institutional Aid (Aid provided by Lincoln University)

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### **Requirements for Scholarship, Grant or Prize and Award Recipients**

For all students who are recipients of Lincoln University scholarships or grants (e.g. 21st Century, Presidential, University, International Scholars, GPA merit scholarships, private and endowed scholarships or prizes and awards), the following requirements must be met:

*\* Recipients must earn at least 30 credit hours per year, not including summer school hours, and maintain the required cumulative grade point average.*

*\*\*Recipients must reside on campus in order to receive or maintain their scholarships.*

*\*\*The only exception to this policy is for those students whose parents permanent home address is within 30 miles of Lincoln University campus, as verified by information provided on the FAFSA (Free Application for Federal Student Aid).*

If these requirements have been met, the maximum number of years/semesters a student can maintain these awards is four years or eight semesters. If a student should remain at the university beyond four years or eight semesters in order to complete the chosen degree requirements, s/he will be responsible for all charges. Likewise, if a student fails to meet the required GPA or chooses to reside off campus, then they will be responsible for all charges. In addition, within the four years or eight semesters maximum allowed, should a student take more than a full course load, 19 hours or more, s/he will be responsible for the additional per credit hour cost.

Finally, students receiving endowed or private prizes and awards valued at over \$100 will have the amount of the award credited to their student account. If the account is paid in full, then the prize or award will be used to lower a loan amount. Only if the student is cash paying, does not have a loan, and the account is paid in full will s/he receive the award as a refund.



## MERIT-BASED AID AND RENEWABLE SCHOLARSHIPS

Awarded to eligible new students by the Office of Admissions and are based on scholastic achievements. Renewable scholarships are awarded by the Office of Financial Aid.

### 21st Century Scholarship

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Contact: Admissions Office

Criteria: SAT 1200 or ACT 27 or higher and a 3.7 or higher High School GPA

Amount: Full Tuition, Fees, Room and Board

Renewable each additional year up to 3 years provided the student maintains a 3.5 or higher GPA with at least 30 credits earned each academic year (fall and spring semesters only).

### Presidential Scholarship

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Contact: Admissions Office

Criteria: SAT 1100 or ACT 24 or higher and a 3.5 or higher High School GPA

Amount: Full Tuition, Room and Board

Renewable each additional year up to 3 years provided student maintains a 3.3 or higher GPA with at least 30 credits earned each academic year (fall and spring semesters only).

### University Scholarship

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Contact: Admissions Office

Criteria: SAT 1000 or ACT 21 or higher and a 3.3 or higher High School GPA (B average or better).

Amount: Full Tuition and Mandatory Fees

Renewable each additional year up to 3 years provided student maintains a 3.3 or higher GPA with at least 30 credits earned each academic year (fall and spring semesters only).

### International Scholars

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Contact: Office of International Programs & Services

Criteria: SAT 1000 or higher and a 3.5 or higher High School GPA

Amount: Full Tuition and Mandatory Fees

Renewable provided student maintains a 3.3 or higher cum GPA with at least 30 credits earned each academic year (fall and spring semesters only).

### Alumni Scholarship

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Contact: Admissions Office

Criteria: SAT 900 or ACT 19 or higher and a 3.0 or higher High School GPA

Amount: \$2,500 the first year

Not Renewable

## Community College Scholarship

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Contact: Admissions Office

Criteria: Transfer new student from a community college.

Cumulative GPA	Amount per Year
3.50 - Higher	\$5,000
3.25 - 3.49	\$3,500

Not Renewable

## GPA Merit Awards

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Contact: Financial Aid Office

Conditions: Not to be refunded to student. May be reduced if Gift Aid (PHEAA State Grant recipients only) exceeds direct costs (i.e. Tuition, Fees, Room and Board)

Criteria: Sophomore, junior or senior with no incomplete grades, at least 30 credits earned during the academic year (fall and spring semesters only).

### **Amount per Year-based on cumulative grade point average**

3.5 - Higher	\$5,500
3.3 - 3.4	\$4,000
3.0 - 3.29	\$2,500

**Renewable each year based on cumulative GPA above, however amounts per year are subject to change without prior notice.**

## Other Scholarships, Prizes and Awards

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Lincoln University has a number of scholarships available to assist students. These scholarships are awarded based on merit and/or need. An annual scholarship application is required. The application is available on-line at the end of each spring semester for those students who earned a minimum of 30 Lincoln University credits during the prior academic year. Further information and descriptions of these awards may be found at [www.lincoln.edu](http://www.lincoln.edu) when the application process is opened each year.

## STUDENT SUPPORT SERVICES

### Center for Advising & Student Achievement (CASA)

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The Learning Resource Center has been renamed the Center for Advising & Student Achievement or CASA (located on the 2nd floor of Wright Hall) effective May 4, 2015. Under this new title the Center will comprise four components to include Academic Advising, the Learning Commons, FYP (Freshman Year Program), and ACT 101 Achievement Program and the Early Monitoring Alert Program (EMAP). In addition to these components the Math Learning Center (MLC) and the Writing and Reading Center (WRT) will be housed in CASA and function under the direction of the Math and English Departments. The services provided by each component are outlined below.

### Academic Advising

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The mission of the Academic Advising Center is to ensure that all students receive the assistance and guidance they need to select and successfully complete course requirements to attain their undergraduate degrees and enter today's work force and/or prepare for professional or graduate school. To this end the Academic Advising Center, in conjunction with the First Year Program, will assign all incoming freshmen to pre-major advisors who will also be their instructors for the First Year Experience course (FYE) that is required of all freshmen. The advisor will guide them in selecting a major attuned to their special interests, talents, and abilities, and as part of the FYE course will help them to understand all the requirements for the chosen major and to make a four year plan for degree completion. Students will be grouped in sections of FYE based on their intended major so the instructor/advisor can focus on helping the students to understand the requirements for a major or group of related majors. Undecided students will be grouped together and will be guided in the process of exploring major options. At the end of the first year, students will be asked to complete a major application in order to officially declare their major; they will then be assigned to a faculty advisor in their major. If a student is still not sure of a major at this point, they may continue with their pre-major advisor until they have made a decision, but they must declare a major by the time they are going into their junior year.

The Academic Advising Center also serves as a resource center for students, faculty, and staff. Students are welcome to come to the Center to inquire about satisfactory academic progress requirements (SAP), to obtain information on requirements for the different majors at Lincoln, or to just talk to an advisor about a pressing academic concern or issue. The Advising Center is located on the 2nd floor of Wright Hall within the Center for Advising and Student Achievement (CASA). Students are welcome to stop by or call 484-365-7624 or 7627 to make an appointment.

Since advising is considered a joint responsibility, it is important for students to make contact with their advisor and know his/her office hours. Students must see their advisor each semester before they schedule their classes for the following semester; however, they should seek advising whenever they have any questions and not wait until they find themselves in a dilemma. Also, it is expected that students become knowledgeable about requirements for

their major and come prepared with a planned schedule of classes when they meet with their advisor to have the hold lifted in WebAdvisor to permit them to schedule. Advisors stand ready to assist their advisees with decision-making as it relates to their major, listen to their concerns and recommend a remedy or course of action to resolve issues that might impact completion of degree requirements, refer them to another office or campus agency as need dictates, inform them of internship or study abroad opportunities, review their degree audit, assist them in developing an academic improvement plan, write recommendations for employment or graduate or professional school.

## The Learning Commons

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The Learning Commons at The Lincoln University, located on the 2nd floor of Wright Hall, is committed to assisting the Lincoln community in building a culture of academic excellence. In order to develop the foundation for academic excellence, the Learning Commons provides professional and peer tutoring, online tutoring, placement testing, a computer lab, student development workshops, and hosts the Act 101 program. Additionally, The Learning Commons collaborates with the Writing and Reading Center and the Math Learning Center through providing professional tutoring support.

The Learning Commons offers students a special place that students can use to study and conduct research with assistance from peers and professionals, as well as access to computers and the internet. Using a student-centered approach, assistance is provided for all students utilizing best practices based on published, peer-reviewed evidence, ongoing systematic assessment, collaboration and alignment with academic curriculum, current technologies, cultural competence, and an appreciation for diverse learning abilities to provide preeminent services to students and the Lincoln Community.

**Tutoring.** Professional and peer drop-in and appointment tutoring for all students are provided in the Learning Commons from 9:00 am to 9:00 pm Mondays through Thursdays, and 9:00 am to 5:00 pm on Fridays. All professional and peer tutors complete a training program that has been awarded the International Tutor Training Program Certification (ITTPC) from the College Reading and Learning Association (CRLA). Learning Support Specialists provide not only professional tutoring but also afford professional support for the Writing and Reading Center (WRC) and the Math Learning Center (MLC).

**Workshops.** Student development workshops provide academic-related assistance to students with the purpose of supporting the students' transition to college life and their attainment of their university degree. Several workshops are offered: Study Skills, Test Taking, Textbook Reading, Time Management, and Plagiarism.

**Act 101 Achievement Program.** The Honorable K. Leroy Irvis was the first Black Speaker of the House for the Commonwealth of Pennsylvania and in the country. He created the Higher Education Equal Opportunity Program, Legislative Act 101, to assist motivated Pennsylvania residents to attend and be successful in college. The Act 101 Achievement Program is designed to offer low-income, at-risk Pennsylvania residents a chance to be successful at the Lincoln University. Students are supplied with academic, professional, and personal counseling to assist them with the adjustment to the rigors of a college lifestyle. The Act 101 program

provides assistance for eligible Pennsylvania resident students with the intention of increasing their college success through intensive and intrusive advising and counseling, academic and personal coaching, action meetings, cultural activities, and success workshops. The program also provides reference letters and recommendations, and hosts a textbook loan program.

**Chi Alpha Epsilon Honor Society.** The Chi Alpha Epsilon Honor Society is hosted by The Lincoln University's Act 101 program. Eligible students who earn a 3.0 for at least two consecutive semesters may be inducted into the Chi Alpha Epsilon National Honor Society.

## First Year Program

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The yearlong First Year Program is designed to assist first year students during their transition from pre-college to college life. Simply put, we want to improve your chances of succeeding and staying in college.

The primary goals in this program are to...

- Provide a common learning experience through the **First Year Experience (FYE 101)** course, which will address the challenges incoming students face and familiarize students with the opportunities available at The Lincoln University.
- Provide **Intrusive and Appreciative Advisement** to all first year students through consistent contact with your academic advisor, which also serves as your FYE 101 course instructor. Each FYE 101 section is assigned a **Peer Mentor** to help your transition to collegiate life be as smooth as possible.
- Provide opportunities for students to improve the necessary critical thinking skills associated with collegiate courses through rich class readings and discussion, Freshman Assembly, university-wide convocation, and other **co-curricular activities/programs**.
- Provide co-curricular learning opportunities in your residential living environment through the **Residential Learning Communities** to build strong bridges between the academic and student affairs. Interact with the faculty at the **Major Mixers** to learn more about how the academic departments and majors can help you reach your goals. Learn more about **financial literacy** and how to make the most of using school loans to pay for your education.
- Promote the development of values aligned with Lincoln's rich tradition and history.

## Early Monitoring Alert Program (EMAP) and GradesFirst

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The Early Monitoring Alert Program provides services to students who do not meet the university's Satisfactory Academic Progress (SAP) standards to be continued on financial aid. The EMAP program is designed to equip them with the skills and knowledge they need to raise their GPA's to the required level.

Grades First is a web-based program used to monitor student's class attendance and academic performance and allows for communication to take place between various campus units such as professors, advisors, students, and peer tutors. Students can use GradesFirst to make appointments with their advisers, or to request tutoring if needed.

## Writing and Reading Center & Math Center

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The Writing and Reading Center (WRC), and the Math Learning Center (MLC), are located in CASA, however operate under the auspices of the English (Language and Linguistics) and the Math Departments. These two centers will provide academic assistance to students enrolled in English and math courses as need dictates.

## Counseling and Career Services

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Counseling and Career Development and Planning are a service available to all students. Career Services professionals provide assistance with the development of personal and professional career goals and educational adjustment. The Counseling and Career Services Center offers a variety of workshops and programs, books, fact sheets, brochures and periodicals, computer searches and audio-visual materials, and a staff eager to help you in this learning process.

The Personal Counseling and Career Counseling staff is available to help students identify career options, training needs, and educational opportunities, and to aid students in the areas of self-understanding and self-management. All services rendered by this office are confidential. No information is released without the consent of the student.

Counseling Services include:

- Helping individuals discover and develop their potential through individual and group counseling.
- Providing the necessary information and resource materials to assist students with the selection of undergraduate and graduate majors, as well as, preparation for Graduate and professional schools.
- Holding workshops geared toward enriching and enhancing student life.
- Administering, scoring and interpreting individual and group tests for career exploration, personal counseling, and individual self-assessment.

## International Programs and Services

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The Office of International Programs and Services provides services to all non-American students and coordinates all study abroad activity.

The office recruits students from other countries, processes their applications, and helps them with the necessary matters such as obtaining and renewing proper visas, insurance, and employment certification. It also serves as a clearinghouse for the entire community on matters relating to international students, including the arrangement for host families, speaker forums, and other activities designed to raise cultural awareness.

The office provides information to Lincoln students interested in participating in a study abroad program, whether for a summer, a semester or an academic year. It provides assistance to students applying to study abroad programs and makes all necessary arrangements such as obtaining a passport, proper visas, transportation and immunization.

Lincoln University is a member of the College Consortium of International Studies and is the sponsoring institution for a Japanese Language program in Japan, the Czech Republic, and Namibia.

## Upward Bound

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Upward Bound is one of the oldest TRIO Programs funded by the U.S. Department of Education. It is a highly successful College-based program of rigorous academic instruction, individual tutoring and counseling for low-income, first-generation high school students. The program consists of two separate components: the summer component and the academic year component.

The Summer Component involves students living on the college campus for six weeks and enrolling in an intensive academic program which emphasizes English, mathematics, science, foreign language, study skills, and test preparation.

The Academic Year Component involves students receiving academic instruction, tutoring and counseling twice a week. Students and their parents/guardians also attend at least four Saturday sessions, which focus on college admissions, the financial aid process, and other relevant topics.

Ultimately, this program helps students develop the skills necessary to not only enroll in postsecondary education, but also graduate from a higher education institution

## Academic Technology Support

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Academic Technology Support's purpose is to encourage, invigorate, guide, and collaborate with students, faculty, and staff by developing, supporting, and transforming the education process.

In order to support and develop the use of educational media and technology, Academic Technology Support (ATS) assists integration of developments in educational technology into the teaching and learning units of the University in cost-effective and pedagogically sound manner.

In this effort, ATS works collaboratively with faculty students, and academic support units to provide services that (1) facilitate learning, teaching, and scholarships, (2) provide opportunities for faculty and students to explore new technologies in their teaching and learning, (3) support faculty in assessing the effectiveness of these efforts, and (4) foster collaboration and connection in technology planning for University projects and initiatives.

## Langston Hughes Memorial Library

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The Langston Hughes Memorial Library is named for, and contains the personal library of one of Lincoln's most distinguished alumni, who graduated in 1929. It houses an open shelf collection of more than 187,000 volumes and subscribes to more than 560 current periodicals.

There is a rare collection of African American and African material representing all aspects of the Black experience, including several personal libraries of alumni, such as T. B. O'Daniel, Larry Neal, and Langston Hughes.

The library also houses the thesis for the graduate program and additional collections of African Art and artifacts. The Library acquires by resource sharing and through inter-library loan, the materials needed by students and faculty to meet their research needs.

Borrowing privileges are extended to all students, staff, and faculty members of Lincoln University. The circulation (open stacks) books can be checked out for four weeks for students and for the semester by faculty.

The Library has microform machines, two computer centers, several distance learning labs, reading lounges, and group study rooms. More than 100 computers and four printers are available for patron use on two floors. A special feature is the after-hours study area with a side entrance that provides a study space for students during the hours the library is closed.

The Library's online catalog (Voyager) is available at [www.lincoln.edu/library](http://www.lincoln.edu/library). Lincoln subscribes to a several online databases for subject based literature searches and academic disciplines and statistical information sources. The Online Computer Library Center, Inc. (OCLC) also provides Lincoln's library users with access to research collections throughout the world.

The Library is a member of the Keystone Library Network (KLN), the HBCU Library Alliance and LYRASIS (formerly PALinet).

### Office of Information Technology

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The Office of Information Technology (IT) at Lincoln University is located in the John Miller Dickey Hall and serves the needs of both administrative and academic users. Lincoln's computing capabilities join current technologies of medium and small computers into a network of systems now serving a number of academic disciplines and administrative offices.

### Lincoln University Collection of African Art and Artifacts

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Lincoln University has a large collection of African art and artifacts acquired since the turn of the century through the donations of alumni and friends. Lincoln is working to develop a museum to allow for the exhibition and study of these pieces. Currently there are rotating exhibits in the Library, Ware Center and Vail Hall. Loan exhibitions at institutions off campus give the public a chance to see parts of the collection, which includes masks, sculpture, textiles, jewelry, weapons, ritual objects, tools and other utilitarian objects. In the near future, the collection will be moved to the art gallery in the new International Cultural Center.

### Special Programs

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#### **The Horace Mann Bond Honors Program**

The Horace Mann Bond Honors Program offers academically talented students a well-structured and challenging multi-disciplinary Honors curriculum that embraces opportunities for intellectual growth through research, cultural enrichment and community service. Graduates of the program should become successful leaders who will make innovative contributions to uplifting the human condition.

The Program's objective is to make University education both problem solving and more responsive to the needs of the human community by combining the finest elements in Liberal



Arts education with the traditional virtues of adult responsibility – reason, respect, reverence, reciprocity, restraint, reliability and responsibility.

The Program pursues this objective by providing special challenges for academic achievement and special opportunities for extracurricular activities. The special challenges include Program requirements to study foreign languages, enroll in Honors Seminars, and present a Senior Thesis, Portfolio or Project. The special opportunities include participation in Debate and Scholars Bowl Competitions, educational trips to national and international governmental institutions, mentoring and tutoring of other students. All Honors Program students are expected to participate in as many of these activities and opportunities as possible and to develop their leadership skills by becoming involved in Lincoln’s Student Government Association and other student organizations on campus. The Honors Program staff works in collaboration with the Study Abroad and Career Service Offices to identify and develop international study and summer research opportunities for its members.

Eligibility requirements for first year students include completion of high school with a cumulative grade point average of 3.3 or higher and a combined S.A.T. score of 1000 or higher. Students may also enter the Program at the beginning of the sophomore year if the student has maintained a cumulative grade point average of 3.3 or higher in courses taken during the freshman year at Lincoln.

## ACADEMICS

### Academic Organization and Governance

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The Faculty, through its regular monthly meetings, determines the principal curricular and academic policies that guide the educational offerings of the University. The Faculty By-laws define the system of governance and the rights of members of the Faculty. Policies are discussed initially in a series of Committees that include: Admissions, Academic Standing and Financial Aid; Assessment; Athletics; Technology; Curriculum; Educational Policies; Faculty By-Laws; Faculty Development Committee; Honorary Degrees; Honors and Awards; Judicial; Juridical; Lectures and Recitals; Library; Promotions, Tenure and Severance; Religious Activities; Research and Publications; Student Health and Welfare; and the Writing Committee. Some of the committees also have responsibility for evaluating and judging the cases of individual students or faculty members.

Most of the administrative functions are performed by the Office of Academic Affairs, headed by the Senior Vice President for Academic Affairs. The principal academic operations occur in fifteen academic departments that are managed by the Department Chairs. The various departments are organized into three Colleges that are managed by the Deans. The three Colleges are the College of Science & Technology, College of Arts, Humanities & Social Sciences and the College of Professional, Graduate & Extended Studies. The Deans, Library, Registrar, Academic Advising Center, Learning Resource Center, First Year Program, Information Technology, and Assessment and Accreditation all report to the Vice President of Academic Affairs.

The three Colleges include the following academic departments:

#### **THE COLLEGE OF SCIENCE & TECHNOLOGY**

Biology  
Chemistry & Physics  
Mathematical Sciences  
Computer Science  
Nursing  
Health Science

#### **THE COLLEGE OF ARTS, HUMANITIES & SOCIAL SCIENCES**

Languages & Literature  
Mass Communications  
History, Political Science & Philosophy  
Visual & Performing Arts  
Sociology & Criminal Justice

#### **THE COLLEGE OF PROFESSIONAL, GRADUATE & EXTENDED STUDIES**

Business & Entrepreneurship  
Education  
Psychology & Human Services  
Extended Studies (Non-Degree Unit)  
Graduate Studies

### The Curriculum

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All candidates for the Bachelor of Arts or the Bachelor of Science degrees must complete (1) the requirements of the general education (also called the university core requirements) and (2) the requirements specified for one or more majors.

Students should always consult with their department's academic advisors on matters of academic requirements.

The provisions and requirements stated in this catalog are not to be considered as an irreversible contract between the student and the University. Lincoln University

reserves the right to change any of the provisions or requirements at any time within the student's term of residence. No such change, however, will be applied retroactively to cause an extension of time normally required for completion of the student's program. The University reserves the right to cancel any announced program, major, or course, as well as change the course instructor or change the time it will be offered.

## Requirements for Undergraduate Degrees

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A bachelor's degree requires that a student complete an academic program that includes:

- **At least one Academic Major**
  - The requirements for all academic majors are provided in the departmental sections of this catalog. A minimum of 15 credits in the major must be taken at Lincoln University.
- **The University General Education Curriculum**
  - Individual departments may have specific requirements, please refer to the department of your program
- **Writing Proficiency Certification**
  - Please refer to the department of your program for specifics
- **At least 120 credits (not including developmental course work)**
  - A minimum of 24 semester credits must be completed at Lincoln University with 15 credits in the major.
- **An overall cumulative GPA of 2.00 is required for graduation. The GPA of all courses required by the student's major must also be 2.00 or greater.**

### The Bachelor of Arts and the Bachelor of Science

Students who complete any foreign language course numbered 202 or higher may receive a Bachelor of Arts degree. This is commonly achieved by completing four semesters of a foreign language. There is no University requirement for foreign language for the Bachelor of Science, but certain majors may require one year of a foreign language.

### The Academic Major

The requirements for all academic majors are provided in the departmental sections of this catalog. A minimum of 15 credits in the major must be taken at Lincoln University.

### Credit Hours and Grade Point Average Required for Undergraduate Degrees

A minimum of 120 semester credit hours in courses must be earned. Some majors require more than 120 credits. Developmental courses including EDU 102 Oral Communications are courses that do not count towards the minimum number of credits required.

An overall cumulative GPA of 2.00 is required for graduation. The GPA of all courses required by the student's major must also be 2.00 or greater.

### **Grades in the Major**

An undergraduate student must earn a grade of "C" or better in each course required and taught by his or her major department in fulfillment of the requirements for the student's declared major; a maximum of two courses completed with a grade of "C-" are permissible for major courses. Courses taken prior to January 1, 2001 are not subject to this rule.

### **Requirements to participate in Graduation**

A student will be allowed to participate in Commencement exercise under the following conditions.

- **Within 6 credits of all academic and residency requirements for graduation.**
  - Must be able to show proof of registration and payment of remaining coursework
- **All financial or other obligations to the university.**

## **Second Bachelor's Degrees**

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### **Students with a First Undergraduate Degree from All Other Colleges**

Students who have obtained their first degree from any other college will need to apply as an undergraduate transfer student and meet all the academic requirements for an undergraduate degree.

### **Students with a First Degree from Lincoln University**

To earn an additional bachelor's degree, a student must complete all the requirements for the degree and must complete 24 semester hours in-residence beyond the first bachelor's degree with a minimum of 15 credits in the major.

All readmit students with a first degree from Lincoln University must choose a major at the time of their application. If the student is granted admission to the second program, then upon completion of the university academic requirements a second diploma will be awarded and the second degree will be noted on the transcript.

## **Dual Degrees (undergraduate)**

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The dual degree requires a minimum of 144 semester credits, with at least 15 distinct credits in the second major for simultaneous completion of dual degrees. Two diplomas are awarded.

## **Graduation Honors**

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Graduating seniors in good standing, who have earned at least 60 credit hours from Lincoln University, and who have attained a final cumulative average of 3.40 to 3.59

shall graduate *cum laude*. Those meeting the same conditions with a final cumulative average of 3.60 - 3.79 shall graduate *magna cum laude*. Those meeting the same conditions with a final cumulative average of 3.80 or higher shall graduate *summa cum laude*. A notation of these honors shall be placed in the graduation program, and on the student's transcript.

Graduating seniors in good standing who have earned less than 60 credit hours from Lincoln, and who have attained a final cumulative average of at least 3.40 shall graduate with Honors. A notation of this Honors designation shall be placed in the graduation program, and on the student's transcript

Grades earned in and up to 12 credit courses that were accepted by Lincoln from other institutions and used to fulfill the requirements for the undergraduate degree will be included in the computation of the GPA for Graduation Honors. This computation will include the quality points and credits not normally included in the Lincoln University GPA.

## Institutional Learning Outcomes (University Requirements)

### **Effective Communication**

Effectively and clearly communicate through oral, written and visual means to increase knowledge and understanding or to promote change in a listener, reader or observer respectively.

### **Technology and Information Literacy**

The ability to responsibly, appropriately and effectively access, manage, integrate, evaluate, create and use general or discipline specific technologies and/or library and media sources.

### **Diversity Awareness/Cultural Awareness**

Diversity & Cultural awareness represents a set of cognitive, affective and behavioral skills and characteristics that support effective and appropriate interaction in a variety of diverse contexts

### **Social Responsibility and Civic Engagement**

Knowledge, skills, and values that promote making a difference in the civic life of a community. It encompasses actions wherein individuals participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.

### **Critical Thinking**

Critical thinking is a comprehensive and systematic exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion. Integrative learning is an understanding and a disposition that a student builds across the curriculum and co-curriculum, from making simple connections among ideas and

experiences to synthesizing and transferring learning to new, complex situations within and beyond the campus.

### **Lincoln Legacy**

Lincoln Legacy represents the intention of the University to highlight the institution's rich historical development, alumni achievement, and the role of people of African descent and their ongoing global impact

### **Financial and Quantitative Literacy**

Financial literacy represents ideas, concepts, knowledge and skills that enable students to become wise and knowledgeable consumers, savers, investors, users of credit, money managers, and citizens of a global workforce and society. Quantitative Literacy (QL) represents the ability to reason and solve quantitative problems from a wide array of authentic contexts and everyday life situations.

### **Integrative and Life-Long Learning**

Lifelong learning is an all-purposeful learning activity, undertaken on an ongoing basis with the aim of improving knowledge, skills, and competence. Lincoln University prepares students to be this type of learner by developing specific dispositions and skills while in school.

## **General Education Courses**

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### **First Year Experience (FYE 101)**

**3 credits**

The First Year Experience courses are designed to address the many challenges an incoming student may face: social and academic skill development, the Lincoln tradition, the meaning of liberal arts, attending lectures, recitals, and convocations offered throughout the semester as basis for class discussions, library research/computer literacy, writing, speaking, and critical thinking. This course will be taken in the freshman year.

### **African American Experience (SOS 151)**

**3 credits**

This introductory course provides students an overview of the experiences of African Americans from African origins to the present using diverse approaches and multidisciplinary perspectives. Students gain an understanding of the contributions of African Americans to the development of the United States, and the current issues facing African Americans communities.

### **The Social Sciences**

**6 credits**

#### **Select any two:**

- ECO 201 **or** 202 (Macro or Microeconomics)
- HIS 103 Contemporary World History
- POL 101 American National Government

PSY 101 General Psychology  
 SOC 101 Intro to Sociology

**Health and Physical Education (HPR 101)**

**2 credits**

Students with a current certification of paramedic training may petition to test out of HPR 101. Basic training in a military service cannot serve as a substitute for HPR 101.

**The Humanities**

**9 credits**

Select one: (3 credits)

ART 200 Intro to Art

MUS 200 Intro to Music

Select one: (3 credits)

REL 200 Intro to Religion or

PHL 200 Intro to Philosophy

Select one: (3 credits)

ENG 207 World Literature I

ENG 208 World Literature II

**English Composition**

**6 credits**

ENG 101 English Composition I

ENG 102 English Composition II

- Developmental Courses may be needed as prerequisites for English Composition and are determined by placement scores (no credit toward graduation) – ENG 099 Integrated Writing and Reading

**Mathematics**

**3-4 credits**

MAT 106 or higher (developmental courses may be required based on testing)

**Note:** Please check with your department for specific courses required by your major

**The Natural Sciences**

**7-8 credits**

**Select two (2): (one must have a lab)**

BIO 101/101L or higher

CHE 101 or higher

PHY 103/101L or higher

GSC 101/101L 102/102L or higher

Note: Please check with your department for specific courses required by your major

**Languages or Computer Sciences**

**6-8 credits**

Two (2) consecutive LAN courses or any two (2) approved CSC courses

**Note:** Please check with your department for specific courses required by your major

### Summary of the general education curriculum Required Courses

COURSES	CREDITS	COMMENTS
First Year Experience	3	Taken during the freshman year
African-American Experience	3	Taken during the freshman year
Social Sciences	6	
Health Wellness	2-3	
Humanities	9	
English Composition	6	
Mathematics	3	
Natural Sciences	7-8	
Languages or Computer Sciences	6-8	
<b>These courses total:</b>	<b>45-49</b>	

### Transfer Students and the General Education Requirements

The Registrar will evaluate the transcripts of transfer students at the time of their admission and propose a plan of substitution to the general education requirements that will satisfy the general objectives of Lincoln's general education curriculum without necessarily requiring a course by course equivalency. The proposed plan will be presented to the Academic Advising Center and/or the academic department corresponding to the courses affected for review and subsequent modification and/or approval.

### Requirements for Graduate Degrees

The graduate degrees do not have a general education curriculum like the undergraduate degrees. The requirements for each degree are defined in the Graduate Programs section in this catalog. All graduate degrees require a 3.0 cumulative GPA in courses used to fulfill the requirements of the degree.



## ACADEMIC REGULATIONS

### Graduation and Commencement

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#### **Graduation Dates**

Lincoln University graduates students (confers degrees) three times each year:

May, December and August

#### **Commencement Exercises**

Commencement ceremonies are held only once per year in May. Students who graduate in December and August are invited to participate in the Commencement ceremony held the following May. Seniors in the graduating class are required to attend the Commencement exercises in acceptable attire as determined by the University Marshals.

#### **Applying for Graduation**

Students expecting to complete the requirements for their degree must submit a completed Application for Graduation with the Office of the Registrar by March 31st for August graduates, September 30th for December graduates, and November 15th for May graduates. Students who have filed an application in a prior semester must reactivate their application in the Office of the Registrar.

### Academic Integrity

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#### **Responsibility and Standards**

Students are responsible for proper conduct and integrity in all of their scholastic work. They must follow a professor's instructions when completing tests, homework, and laboratory reports, and they must ask for clarification if the instructions are not clear. In general, students should not give or receive aid when taking exams, or exceed the time limitations specified by the professor. In seeking the truth, in learning to think critically, and in preparing for a life of constructive service, honesty is imperative. Honesty in the classroom and in the preparation of papers is, therefore, expected of all students. Each student has the responsibility to submit work that is uniquely his or her own. All of this work must be done in accordance with established principles of academic integrity.

#### **Acts of Academic Dishonesty (Cheating)**

Academic Dishonesty includes, but is not limited to:

- Copying, offering and/or receiving unauthorized assistance or information in examinations, tests, quizzes; in the writing of reports, assigned papers, or special assignments, as in computer programming; and in the preparation of creative works (i.e. music, studio work, art).
- The fabrication or falsification of data, results, or sources for papers or reports.

- The use of unauthorized materials and/or persons during testing.
- The unauthorized possession of tests or examinations.
- The physical theft, duplication, unauthorized distribution, use or sale of tests, examinations, papers, or computer programs.
- Any action that destroys or alters the work of another student.
- Tampering with grades, grade books or otherwise attempting to alter grades assigned by the instructor.
- The multiple submission of the same paper or report for assignments in more than one course without the prior written permission of each instructor.

## **Plagiarism**

If a student represents “another person's ideas or scholarship as his/her own,” that student is committing an act of plagiarism.

The most common form of plagiarism among college students is the unintentional use of others' published ideas in their own work and representing these ideas as their own by neglecting to acknowledge the sources of such materials. Students are expected to cite all sources used in the preparation of written work, including examinations.

It is each student's responsibility to find out exactly what each of his/her professors expects in terms of acknowledging sources of information on papers, exams, and assignments. It is the responsibility of each faculty person to state clearly in the syllabus for the course all expectations pertaining to academic integrity and plagiarism. Sanctions peculiar to the course should also be explained in the syllabus.

## **Sanctions**

Sanctions for violations of the academic integrity standards include:

- Warning: A written notice that repetitions of misconduct will result in more severe disciplinary action.
- The warning becomes part of the student's file in the Office of the Registrar and, if there is no other example of misconduct, is removed at the time of graduation.
- Failure for Project (exam, paper, experiment).
- Failure of Course (students may not drop or withdraw from the course after being informed of the charge of academic dishonesty)
- For serious and repeat offenses, the University reserves the right to suspend or expel.

The sanction for a first offense may be either a Warning or Failure for Project. The sanction for any additional offenses may be either a Failure or Project or a Failure of Course. For serious and repeat offenses, the University reserves the right to suspend or expel a student.

## **Appeals Charges of Academic Dishonesty**

The student may appeal a charge of academic dishonesty within ten days of receiving notice of same. The appeal will be heard by an Academic Hearing Board (AHB) consisting of the chairs of each division of study (or their designees). Files on violations of this academic integrity code will be kept in the Office of the Registrar.

## **Student Academic Grievance Procedure**

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Whenever a student has a grievance/complaint regarding a matter related to academic affairs at Lincoln University, the following procedures shall apply when a student believes that a faculty member has infringed upon the student's academic rights as set forth in this policy. In cases in which the student is challenging an instructor's conduct of the course, classroom management style, or assignment of a grade received in connection with a course, the student shall follow the grade appeal procedure applicable to the school or college in which the course is offered.

1. The student shall first attempt resolution by seeking an appointment with the instructor in question. If, to the student, this does not seem a feasible course, or if a personal conversation with the instructor has been attempted, but a resolution satisfactory to the student's grievance is not obtained, the student may seek resolution through a written appeal to the instructor's Department Chair, who will attempt to resolve the matter between the student and the instructor. If the grievance or complaint is against the Department Chair, then proceed to number 3 below.
2. If a resolution satisfactory to the student is not obtained through appeal to the Department Chair, the student may seek resolution through a written appeal to the School Dean.
3. The Dean (or the Dean's designee) may attempt informal resolution through discussion with the student and faculty member. The Dean will consider the student's appeal and issue a written decision and remedy. Appropriate precautions should be taken to safeguard the confidentiality of the grievance proceedings, including information about the outcome.
4. Either party to a grievance appeal (whether instructor or student) may appeal the decision of the Dean to the Vice President for Academic Affairs, in writing, within ten (10) days following notice of the Dean's decision. A written reply by the other party must be filed within ten (10) days after receipt of the appeal. The Dean's decision shall be stayed pending appeal. The Vice President for Academic Affairs has discretion to determine the information and procedure that he/she will utilize in deciding each appeal. The decision of the Vice President for Academic Affairs (in writing) shall be final.

## Record-keeping and Reporting

The Vice Presidents for Academic Affairs shall ensure that mechanisms and procedures are in place for maintenance of all confidential records pertaining to all grievances brought pursuant to this policy. In addition, all relevant officers in the grievance process shall provide a report on all grievances pursuant to this policy each semester to the Chairperson of the Academic Affairs Committees of the Board of Trustees, and establish a mechanism for annual reviews of this policy and its effectiveness by appropriate University officials and the Board of Trustees.

**Effective date:** *This policy became effective on March 1, 2007*

## Student Non-Academic Grievance Procedure

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Whenever a student has a grievance/complaint regarding a matter not related to academic affairs at Lincoln University, the following procedures shall apply when a student believes that a staff member has infringed upon the student's rights as set forth in this policy.

1. The student shall first attempt resolution by seeking an appointment with the staff member in question. If, to the student, this does not seem a feasible course, or if a personal conversation with the staff member has been attempted, but a resolution satisfactory to the student's grievance is not obtained, the student may seek resolution through a written appeal to the director of the office or department, who will attempt to resolve the matter between the student and the staff member. If the complaint/grievance is against the director, then the student will proceed to number 3 below.
2. If a resolution satisfactory to the student is not obtained through appeal to the department or office director, the student may seek resolution through a written appeal to the Area Dean or Comptroller.
3. The Dean/Comptroller (or the Dean's/Comptroller's designee) may attempt informal resolution through discussion with the student and staff member or director. The Dean or Comptroller will consider the student's appeal and issue a written decision and remedy. Appropriate precautions should be taken to safeguard the confidentiality of the grievance proceedings, including information about the outcome.
4. Either party to a grievance appeal (whether staff member, director or student) may appeal the decision of the Dean or Comptroller to the Vice President for Student Affairs or Fiscal Affairs, respectively, in writing, within ten (10) days following notice of the Dean's or Comptroller's decision. A written reply by the other party must be filed within ten (10) days after

receipt of the appeal. The Dean's or Comptroller's decision shall be stayed pending appeal. The Vice Presidents for Student Affairs and Fiscal Affairs have discretion to determine the information and procedure that he/she will utilize in deciding each appeal. The decision of the Vice President for Student Affairs or Fiscal Affairs (in writing) shall be final.

### **Record-keeping and Reporting**

The Vice Presidents for Student Affairs and Fiscal Affairs shall ensure that mechanisms and procedures are in place for maintenance of all confidential records pertaining to all grievances brought pursuant to this policy. In addition, all relevant officers in the grievance process shall provide a report on all grievances pursuant to this policy each semester to the Chairperson of the Student Affairs and Business Affairs Committees of the Board of Trustees, and establish a mechanism for annual reviews of this policy and its effectiveness by appropriate University officials and the Board of Trustees.

**Effective date:** *This policy became effective on March 1, 2007*

### Academic Advising, Declaring a Major, and Selection of Courses

Upon admission to the university, students are assigned to an FYP (First Year Program) advisor who will also serve as their FYE (First Year Experience instructor). Under this system, the FYP advisor is in a unique position to help their advisees acquire the necessary skills and information to have a meaningful and productive freshman year. This advisor will remain your advisor for the freshman year and you will be prompted to declare a major going into your third semester. Students transferring in with greater than 24 credits will be assigned to a faculty advisor in the department of their major and will need to complete a major application to be considered "officially" declared. Transfer students (with 24 or more credits) who are undecided about major, will be assigned to a pre-major advisor coming under Academic Advising. This advisor will assist you in the process of selecting a major attuned to your special interests and professional goals. Students transferring in with less than 24 credits or an equivalent FYE course will be assigned to an FYP (First Year Program) advisor. Academic Advising is located on the 2<sup>nd</sup> floor of Wright Hall and serves as a repository of information for students and their advisors. Students are welcome to come to the Advising Center to inquire about academic policy or procedure, to pick-up major sequence sheets, to change their major, or to get help with an academic advising issue or concern.

Your assigned advisor will assist you with planning your academic curriculum to meet your degree requirements, and guide you in understanding university academic policy and procedure. However, we expect that students will become self-directed in using the degree audit in web advisor to track progress towards completing their degree requirements. Also, it is expected that students will come to recognize academic policy and procedure and the importance of meeting deadlines as it pertains to adding,

dropping, and withdrawing from classes; and meeting the university's SAP (Satisfactory Academic Progress Policy) for continuance on financial aid. Students will be required to follow procedure for selecting and pre-registering for their classes each semester. Freshmen are required to meet with their FYP advisor for a progress review conference as a condition for removing the advisor restriction in web advisor to allow them to schedule classes.

Once accepted as a departmental major, a student may remain as a major in that department so long as he/she continues at Lincoln and providing he/she maintains a cumulative average equal to or greater than the minimum GPA set by the department. Normally the minimum cumulative GPA set by the department is 2.00. Applications for a major may be rejected by a department for scholastic reasons only. A student may change his or her departmental major or minor by filing a Major Application Form in the Office of the Registrar. A student adding a new major must be accepted by the corresponding Department. Approval of a department is not required when a major or minor is dropped.

## Enrollment Status and Grade Level

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### **Full- and Part-Time Undergraduate Students**

Undergraduate students shall be full-time if they are attempting 12 or more credits during a fall or spring semester; students attempting between 9 and 11 credits shall be 3/4-time students; and students attempting between 6 and 8 credits shall be half-time students. During a summer session, 6 or more credits shall be considered as full-time and 3 or 4 credits shall be half-time.

The standard full-time tuition is charged to all undergraduate students taking between 12 and 18 credits per semester. Students taking more than 18 credits are charged additional tuition on a per credit basis. Part-time students are also charged on a per credit basis. Consult with the Office of the Bursar for complete details on tuition and the other fees that are charged.

### **Full- and Part-Time Graduate Students**

Graduate students shall be full-time if they are attempting 8 or more credits during any term, including the summer session. Graduate students attempting between 4 and 7 credits shall be half-time students.

### **Grade Level**

Undergraduate degree seeking students shall be classified by Grade Level based on the number of earned credits (including credits in remedial courses and all transfer credits). Students with 0 to 29 earned credits are freshmen; 30 to 59 credits are sophomores, 60 to 89 earned credits are juniors and students with 90 or more earned credits are seniors. Grade Level can affect the amount of financial aid available to a student. For more information, consult with the Financial Aid Office.

## Academic Terms

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Lincoln University offers undergraduate courses during two fifteen week semesters and one or two six week summer sessions each year. Each semester consists of 14 weeks of classes and one week for final examinations.

Final examinations will be scheduled for two hour periods with one-half hour breaks between them beginning at 8:00AM on Tuesday through Friday of Final Examinations Week. Examinations may not be given during the last week of classes.

### Academic Year

The academic year for financial aid is defined as 30 weeks of instruction during which time a full-time student is expected to complete 24 credit hours.

## Enrollment and Registering for a Term

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### Student Load

An undergraduate full-time student is one taking 12 or more credit hours. Students expecting to graduate within four years must successfully complete 15 to 17 credit hours each semester or complete summer courses. The required number of credit hours depends on the curriculum in which the student is enrolled.

Many full-time students take longer than eight semesters to complete the requirements for graduation and to reach their personal goals. Some must take developmental courses, which they do not count toward graduation, to develop critical basic skills in their first semesters. Others elect to take only four courses a term to meet both the requirements of college-level academic work and their own personal needs.

A credit hour at the University is defined as an amount of work that reasonably approximates not less than one 50 minute of classroom or direct faculty instruction and a minimum of two hours of out-of-class work each week for approximately 15 weeks or its equivalent over a different period of time.

### Official Registration

Enrollment at Lincoln University requires that students are properly listed on the rosters for the classes they are taking and that they satisfy their financial obligations to the university. This is also referred to as being officially registered.

### Enrollment Verifications

The Office of the Registrar issues Enrollment Verifications or Certifications. These are commonly needed by medical insurance companies so that parents can continue to have medical insurance coverage for their dependents that are students.

### Adding Courses, and Dropping or Withdrawing from Courses

Students may add or drop a course up until the Last Date to Add/Drop, as published on the official university calendar. Students who drop a course are not charged for it and no mention of the course will be made on his or her official transcript.

Students may withdraw from a course after the Last Date to Drop up through the Last Date to Withdraw — generally one week after Mid-Term Exams week. After the Last Date to Withdraw, the student must complete the course.

A withdrawal from the University that occurs within the first five weeks of a term may receive a partial reimbursement of tuition in accordance with the official reimbursement policies (check with the Office of the Bursar). When a student withdraws from a course, a grade of “W” is entered on the transcript. The “W” grade has no effect on a student’s grade point average, but the credits are counted as attempted credits for purposes of measuring the student’s satisfactory academic progress and may impact financial aid eligibility.

Courses may be dropped or added via WebAdvisor. Students should consult with their Advisor prior to dropping any courses. Instructors and Departments may deny permission to take a course if the student does not fulfill the prerequisites. However, a student always has the right to drop or withdraw from a course any time before the Last Date to Withdraw.

### **Withdrawal from the University**

A student who wishes to withdraw from all courses during a semester is withdrawing from the University. A student may withdraw from the University after the Last Date to Withdraw only with the approval of the Committee on Admissions, Academic Standing, and Financial Aid. If a medical condition impedes the reasonable completion of the semester, the Registrar may approve the withdrawal upon receipt of adequate documentation of the condition.

A student who is suspended for the remainder of a semester by the disciplinary authorities of the University will receive grades of “W” in all courses for the semester.

### **Maximum Credits in a Semester**

Undergraduate students should consider taking more than 18 credits (an overload) in a semester only under exceptional circumstances and only after analyzing the situation carefully with their Academic Advisor and Department Chair. A student who (1) has a cumulative GPA of 3.50 or better and (2) is not a freshman may take as many as 22 credits in a single semester. A student who is expected to graduate at the end of the semester may enroll in as many as 22 credits only if they have a cumulative GPA of 3.00 or better.

### **Unofficial Withdrawal from a Course**

Students who cease attending a class prior to mid-term examinations week and have not officially withdrawn from the class will be considered to have unofficially withdrawn from the class. In these cases, instructors will issue the mid-term grade of “WU”. The withdrawal date to be used in all financial calculations shall be the last class day of the mid-term examination week.



## **Mandatory Registration**

Mandatory registration occurs when students who are enrolled during one semester arrange for the courses they will take in the following semester. Early registration occurs in early November for the spring semester and in March for the fall semester.

Mandatory registration is a system of making reservations for classes for the next semester. The reservations expire if the student does not become completely and officially registered by the third class day of a semester. Other students may then enroll for the class. If there is still room for additional students in the class when the student becomes officially registered then he or she may still be able to take it.

## **Course Scheduling Preference for Veterans:**

In accordance with Act 46 of 2014 and the *Higher Education Course Scheduling Preference for Veteran Students Act Guidelines*, Lincoln University will provide course scheduling preference to all veteran students.

“Act 46 of 2014 requires public institutions of higher education in Pennsylvania to provide veteran students, as defined in the Act, with preference in course scheduling. Non-compliance may be reported to the Pennsylvania Department of Education by submitting the Higher Education Student Complaint form found at [www.education.state.pa.us](http://www.education.state.pa.us).”

A veteran student is defined as:

- The student has served in the United States Armed Forces, including a reserve component and National Guard.
- The student was discharged or released from such service under conditions other than dishonorable.
- The student has been admitted to Lincoln University.
- The student resides in Pennsylvania while enrolled at Lincoln University.

The term “course scheduling preference” means veteran students are able to start registering for courses sooner than students with the same class standing with all the same institutional requirements.

## **Point of Contact**

Office of the Registrar

## **Eligibility**

A veteran student as defined above must submit a copy of the DD214 indicating “veteran” status to the Office of the Registrar (VA certifying official) upon admittance and acceptance to the university and/or by March 1 for summer and fall registrations and by October 1 for spring registration.

## Process

Upon verification of veteran status, the veteran student will be able to register on the first day of registration after all other university requirements have been satisfied. This includes but is not limited to items such as orientation, placement testing, conferring with an academic advisor and being financially cleared.

## Student Information Rights (FERPA)

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The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the university receives a request for access.
2. The right to request the amendment of the student's education records that the student believes is inaccurate or misleading.
3. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Lincoln University to comply with the requirements of FERPA.
4. The right to consent to disclosures of personally identifiable information contained in the student's education records. The FERPA law and its regulations allow disclosure without the consent of the student if the disclosure meets one or more of conditions specified in the regulations.

To grant permission to an individual to have access to academic information, financial information or both, please fill out the FERPA release form on the Office of the Registrar website and submit with valid ID to the Office of the Registrar.

## Directory Information

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Education institutions are permitted by FERPA to disclose directory information for currently enrolled students without the consent of the student unless the student requests that his/her information not be disclosed during an academic year.

- Student's name
- Address
- Telephone listing
- Photograph
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

To withhold disclosure for an academic year, written notification should be received by the Office of the Registrar, Lincoln University, Lincoln University, PA 19352, prior to September 1. The “Request to Withhold Directory Information” form is available in the Office of the Registrar.

## General Academic Regulations

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### Official Enrollment

A student must be listed on the official class roster in the student information system in order to attend class or do the assignments for a course. This includes assignments and work for courses that do not involve classroom attendance, e.g., internships and independent study or research courses. Assignments and work performed prior to official enrollment in the course shall not be counted.

Students who have not obtained financial clearance (see “Offices, Financial Clearances, and Responsibility”) by the published deadlines will be removed from the official class rosters and may not continue attending class or performing the assignments for classes. Official notification of such action will be sent to the student’s campus mailbox/email or home address.

### Class Attendance

Lincoln University uses the class method of teaching, which assumes that each student has something to contribute and something to gain by attending class. It further assumes that there is much more instruction absorbed in the classroom than can be tested on examinations. Therefore, students are expected to attend all regularly scheduled class meetings and should exhibit good faith in this regard.

For the control of absences, the faculty adopted the following regulations:

1. Four absences may result in an automatic failure in the course.
2. Three tardy arrivals may be counted as one absence.
3. Absences will be counted starting with whatever day is specified by the instructor but not later than the deadline for adding or dropping courses. Students are responsible for all missed work.
4. In case of illness, death in the family, or other extenuating circumstances, the student must present documented evidence of inability to attend classes to the Vice President for Student Affairs and Enrollment Management. However, in such cases the student is responsible for all work missed during those absences.

5. Departments offering courses with less than full-course credit will develop and submit to the Vice President for Student Affairs and Enrollment Management a class attendance policy in keeping with the above.
6. Students representing the university in athletic events or other university-sanctioned activities will be excused from class(es) with the responsibility of making up all work and examinations. Instructors will receive written notification from the university office sponsoring said activity prior to the event.

### **Independent Study**

A student who wants to explore a particular topic or carry out a special project may arrange with a faculty member an Independent Study carrying between 1 and 4 credits. This study involves a special or unique research or creative project normally initiated by the student and under the supervision of a member of the faculty. Elements of the study include a title, list of objectives, list of text(s) or materials used method of assessment, and a schedule for instructor and student consultations. The student must meet with the instructor at the scheduled times and submit a result (significant research paper, work of art, significant research findings, computer program, etc.).

The proposal for the study must be signed by the student, faculty advisor of the student, instructor, department chair and dean. Students may take no more than 12 independent study credits for their undergraduate degree. The Independent Study and grade will be entered on the student's transcript with a course number of 495 in the Department supervising the study. The title will always be "Independent Study".

### **Tutorial Courses**

Departments may offer a Tutorial Study if circumstances warrant such an offering. Such a course involves a study normally offered as a course but where the course is unavailable at the time of need. The faculty instructor specifies the schedule of readings and other requirements of the study. Elements of the study include a title, list of objectives, text(s) and/or materials to be used, method of assessment (including required exams, papers, etc.), and schedule for instructor and student consultations. The student must meet with the instructor at the scheduled times and meet requirements such as assignments, exams, and papers as specified by the instructor. The proposal for the tutorial course must be signed by the student, instructor, department chair, and dean.

The Registrar will automatically cancel any course that has less than five students at the end of each registration. Any student needing to take that course should apply to the Chair of that department in which the course is offered, indicating the special circumstances that would justify the course being offered as a tutorial. If the department Chair approves the application, and there is an instructor available to teach the course as a tutorial, a tutorial application form will be completed and submitted through the Dean's Office for approval. The Dean's will alert the Registrar in the event of any exceptions. All tutorials are to be submitted to the Registrar's Office in the same time period as Drop/Add.

### Pass/Fail Grading Option

Students with sixty (60) or more credit hours, enrolled in more than eighteen (18) semester hours may have one of the courses graded on a Pass/Fail basis but only if the course is to serve as a university elective.

The student must indicate in writing at the time of registration his/her desire to enroll on a Pass/fail basis in the course, and present in writing the instructor's approval for a Pass/Fail grade to the Registrar's Office. The "P" or "F" grade earned in a Pass/Fail course is not included in the GPA calculation. Certain courses, such as off-campus internships, are available only on a pass/fail basis.

### Electives

Electives are courses that a student may elect to take when the requirements do not specify exactly which course must be taken. The term university elective refers to a course that will be taken in order to meet the minimum number of credits required for graduation but that is not specifically required by either the general education curriculum or by the major.

Some majors may require a student to take a certain number of courses in the department while only specifying some of them. The remaining courses are departmental electives since the student may elect which other courses offered by the department will be taken in order to have the required number of courses in the department.

### Undergraduate and Graduate Grades and Grading

#### Valid Grades

##### Undergraduate Grades Included in the GPA Calculation

A	(4.00)	A-	(3.70)	B+	(3.30)
B	(3.00)	B-	(2.70)	C+	(2.30)
C	(2.00)	C-	(1.70)	D+	(1.30)
D	(1.00)	(No D-)		F Fail	(0.00)

##### Graduate Grades Included in the GPA Calculation

A	(4.00)	A-	(3.70)		
B+	(3.30)	B	(3.00)	B-	(2.70)
C+	(2.30)	C	(2.00)	C-	(1.70)
F Fail	(0.00)				

### Grades Not Included in the GPA Calculation

Grades of "I," "W," "WU" and the grades of "SP," "P" and "F" earned in a course graded as Pass/Fail are not included in the GPA Calculation.

### **Mid-Term Grades (Undergraduates Only)**

Faculty will issue mid-term grades based on gradable assignments that have been made by the instructor. Mid-term grades are calculated on basis of student submitted work, tests taken tests and/or other syllabus specified work. It is not included in the GPA calculation.

### **Official Withdrawals**

A grade of “W” (Withdrawn) can only be entered on a student’s record by the Office of the Registrar. This grade is only applied when a student withdraws from a course after the Last Date to Drop and on or before the Last Date to Withdraw or when a student receives an Administrative Withdrawal from all courses in which he or she is enrolled for the semester. The grade of “W” does not affect a student’s Grade Point Average (GPA).

### **Unofficial Withdrawals**

Instructors will issue the mid-term grade of “WU” to students who ceased attending a class prior to mid-term examinations week and did not officially withdraw from the class. In these cases, the withdrawal date to be used in all financial calculations shall be the last class day of the mid-term examination week.

### **Satisfactory Progress Grade**

A grade of SP can be awarded for courses whereby assignments typically end after grading deadline of a given semester. Courses that are eligible for this grade include Independent Study, Cooperative Education, Internships, Field Experience, Student Teaching and Research-focused courses. The credit bearing grade submission must be in writing to the Office of the Registrar by the grading deadline of the next regular semester (excluding summer sessions).

### **Change of Grade**

Final grades submitted to the Office of the Registrar by faculty may not be changed, except for the following documented reasons:

1. An error:
  - a. Faculty’s miscalculation of final grade
  - b. Faculty’s failure to include earned credit for a particular assignment that was submitted on or before the due date and prior to the calculation of the final grade
  - c. Faculty’s incorrectly encoding appropriate final grade (electronic submission error)

2. Arbitrariness: At the discretion of the chair and after a careful review of course work and syllabus by the chair, the submitted grade may be changed by the chair if the grade is deemed to be outside the accepted academic norm
3. Incomplete Grade re-submitted as a final grade. Faculty completes final portion of Incomplete Grade Submission form (See Incomplete Grade)
4. Medical documentation was received after final grade was submitted. Instructor calculated final grade without the missing assignments, e.g., final exam. Student completed missing work and faculty awards a different grade. A "Grade Correction form must be submitted (for Reasons 1, 2, and 4) to the Office of the Registrar to substantiate the request and requires the approval signatures of the faculty member, the respective department chair, and the respective school dean.

### **The Incomplete Grade**

An Incomplete Grade (I) may be recorded by faculty if there is verification of illness/injury, death in the family, or some other extenuating circumstance that has prohibited the student from completing the course work and/or taking the final exam. To receive an Incomplete, the student must have completed a majority of the course work and his/her performance to date suggests that the student has a reasonable chance to pass the course. Faculty must file an ("Incomplete Grade Submission" form and it must be signed and filed with the respective department chair. Once work has been completed as identified on the Incomplete Grade Submission form, faculty will sign, date, and record the final grade. Additionally, the department chair and school dean will sign the form and forward it to the Office of the Registrar for conversion to a credit-bearing grade. The deadlines are March 15 (for Incompletes awarded in the summer and fall semesters) and November 15 (for Incompletes awarded in the spring semester). Incomplete Grades will convert to Failure (F) if these deadlines are missed unless a request for an extension is made by the faculty.

### **Extension of an Incomplete**

A request for an extension of the time limit to complete the work necessary to change the Incomplete to a credit-bearing grade must be submitted in writing by the faculty and received in the Office of the Registrar prior to the original deadline.

## Verification and Appeal of Student Records

The student is responsible for verifying the accuracy of his/her academic records. Grade appeals should be made immediately after the grade in question is received. **No appeals will be considered after one year has elapsed or after graduation.**

### Computing the Grade Point Average (GPA)

To calculate GPA, find the sum of the products of the grade quality points times the course credit and divide that product by the total credit hours. Example:

Course	Grade	Points	Credits	Products
ENG 207	B+	3.30	x 3	= 9.90
MAT 106	A	4.00	x 3	= 12.00
SPN 101	A	3.70	x 4	= 14.80
SOC 101	B	3.00	x <u>3</u>	= <u>9.00</u>
Sums			13	45.70

GPA = Sum of Products / Sum of Credits = 45.70 / 13 = 3.52

### Grades in Off-Campus Programs

Grades for credits earned at Lincoln must be assigned by a member of the Lincoln faculty. When a student earns credit for an internship or other off-campus work, the responsible faculty member will receive the report or recommendation from the person supervising the work and then assign a grade. These courses are generally offered on a pass/fail basis only.

### Transfer Credits in Undergraduate Programs

Credits accepted in transfer from other institutions that were completed prior to a student's initial enrollment in Lincoln University is not included in the computation of the cumulative grade point average. Such credits are, however, included in the determination of a student's (1) grade level, and (2) cumulative attempted credits but only for the purpose of selecting the GPA minimum in the definition of satisfactory academic progress.

Transfer credits accepted from other institutions that received prior approval, as a repeat for a course taken at Lincoln will be included in the computation of the student's Lincoln University cumulative grade point average, earned, and attempted credits. Prior approval as a repeat will not be granted for any course in which a grade of "C" or better was earned.

Credits from other institutions that: (1) are taken after a student's initial enrollment at Lincoln, and (2) do not constitute a repeat of courses taken at Lincoln, may be accepted in transfer, but a maximum of 12 credits of a C or better and their associated quality points may be included in a student's Lincoln University cumulative grade point average.



## Transfer Credits in Graduate Programs

A maximum of six credits taken at other institutions may be used in meeting the requirements of the other graduate degrees. The courses must have been taken no more than five years prior to the student's matriculation in the degree program. All transfer courses must have a grade of "B" or better and be approved by the academic department.

## Repeating a Course

Students may not earn credits more than once for taking a course more than once unless the course has been designated as *repeatable for credit*. The Registrar shall determine, in consultation with the Department Chair, when two courses that are sufficiently similar will be considered to be the same course. Private music lesson courses are an example of courses that are designated as repeatable for credit.

When a course is repeated the GPA calculation will include only the points and credits associated with the best grade. All points and credits in courses designated as repeatable for credit are included in the GPA calculation

Students in other graduate programs may repeat a course at another institution only upon receiving prior written approval.

## Report Cards and Academic Transcripts

Mid-Term (interim) and Final Grades are available via WebAdvisor to all students.

The Academic Transcript is the complete historical record of a student's academic endeavors, including all courses taken (including courses from which the student "withdrew" or later repeated), the tabulation of attempted and earned credits and the grade point averages and degrees earned with the major(s) and minor and date of conferral. The transcript is the standard means of demonstrating a student's performance at Lincoln to other people and institutions. As such, the transcript contains confidential information and will be issued only in accordance with the written and signed instructions of the student. Please visit the Office of the Registrar website for more information on requesting a transcript.

## Earned and Attempted Credits

*Earned* credits are credits for courses in which a student has received a passing grade. For undergraduate students passing grades include A through D and *Pass*. For graduate students passing grades include A through C and *Pass*.

*Attempted* credits include credits for courses with any valid grade, including "F," Incomplete, and Withdraw (both official and unofficial). The credits listed on transcripts as "Study Abroad," "College Exchange Program," "Lincoln-Temple Program," or similar programs, are not counted in attempted credits because the official academic record (credits and grades) will be recorded separately upon receipt of the transcript from the other institution.

The credits in developmental courses (**ENG 099, MAT 098**) that a student may be required to take **do not count** toward the minimum credits requirement for a degree.

These credits do count in attempted credits, the GPA calculation, and, if a passing grade was received, in earned credits.

When a course is repeated, the credits are included in attempted credits each time the course is attempted. See the section on Grade Point Average for additional information.

### **Dean's List**

Students who earn 12 or more semester credits and a term GPA of 3.30 or better will be honored by having their names placed on the semester Dean's List. Students who earn 12 or more semester credits and a term GPA of 3.00 to 3.29 will be listed as Honorable Mention Dean's List.

### **Part-Time Dean's List**

Students who earn 6 -11 semester credits and a term GPA of 3.30 or better will be honored by having their names placed on the semester Part-Time Dean's List.

## **Academic Standing Policy**

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The Office of the Registrar monitors students' academic standing and applies statuses of Good, Warning, Probation and Dismissed based on policy statements contained herein. When warranted, academic standing will be revised following the fall and spring semesters. Academic Standing is not revised as a result of grades earned during summer sessions.

A student on Academic Probation must meet with his/her advisor to develop an academic plan that includes a listing of courses to be taken and support services for purposes of raising the cumulative GPA (CGPA) to an acceptable level. A student on Academic Warning will be able to self-register; a student on Academic Probation must be registered by his/her advisor.

A student placed on Academic Probation (has earned a minimum of 30 credits and has a CGPA below 2.0) may not enroll in more than 13 credits during a semester or seven credits during a summer session without written permission from his/her academic advisor and cannot represent the student body or the university in public or official capacities, including debates, dramatic, choral, or musical performances, intercollegiate athletics, student publications, elective or appointive positions in campus government, on-campus committees, cheerleading, managing athletic teams, fashion shows, fraternity and sorority organizations, leadership positions on campus, or similar activities.

If a student is in Good Standing in August (all first year students as well as others with 2.0 CGPA or higher), then s/he is eligible to participate in extracurricular activities for that academic year. Should a student on Academic Probation (fall semester) earn a 2.0 or higher CGPA at the end of the fall term, s/he would be in Good Standing (thus removing all sanctions). Any re-admitted student (having achieved at least the minimum

CGPA listed in the table below but still below the Good Standing criterion of 2.0 CGPA will be placed on Academic Probation and is subject to the conditions assigned to this designation.

Upper class students (having earned 30 or more credits) would receive an Academic Warning after the fall term if the CGPA falls below 2.0 but no limitation of extracurricular activities are imposed for the spring semester. Upper class students are placed on Academic Probation in August when their CGPA falls below 2.0 and they have earned a minimum of 30 credits; these students would be barred from participating (representing) in the aforementioned extracurricular activities.

The occurrence of Academic Warning, Academic Probation or Academic Dismissal is not recorded on the transcript of a student.

### **Good Academic Standing**

A degree-seeking student with a CGPA at or above 2.0

### **Academic Warning**

A student with a CGPA below 2.0 at the end of the fall semester or with the most recent semester GPA less than 2.0 (and having earned at least 30 credits)

### **Academic Probation**

A student whose CGPA is below 2.0 after having earned at least 30 credits

### **Academic Dismissal**

A dismissed student will have:

- (a) been placed on Academic Probation in the previous semester
- (b) earned a minimum of 30 credits
- (c) earned a CGPA less than the minima stated below:

<b>Earned Credits</b>	<b>Minimum CGPA</b>
0-29	--
30-59	1.6
60-89	1.8
90+	1.95

### **Academic Dismissal Appeals**

Students who have been dismissed will receive a Notice of Dismissal from the university. That notice will describe the procedures for appealing the dismissal. It is the student's responsibility to keep abreast of his/her academic standing and to be proactive in any appeal process.

Students who have been dismissed and believe extenuating circumstances affected their academic performance may submit a formal letter of appeal and supporting documentation to the Committee on Admissions, Academic Standing & Financial Aid (AASFA) in care of the Office of the Registrar.

The academic decision of AASFA Committee is final and not subject to further review. The Chairperson of the AASFA Committee or his/her designee will provide the appellant with a letter stating the decision of the committee and terms (if any) for future action. Examples of such terms may include a reduced credit load, the repeat of coursework, and the active seeking of assistance from student support services.

After the committee's decision, if an appellant believes the appeal process was not administered according to the prescribed procedures, the appellant may submit a written appeal of the process, but not of the academic decision, to the Vice President of Academic Affairs. Such an appeal must be made within ten business days from the date of the decision letter from the Chairperson of the AASFA Committee. The appellant is advised to provide as much written documentation as possible, describing the problems with the process, and attaching any supporting materials. The decision of the Vice President for Academic Affairs regarding the process appeal is final and not subject to further review.

### **Policy Statement for Athletic Certification and Academic Standing**

The Department of Athletics is committed to compliance with all NCAA bylaws and university academic policy for all students. It adds two provisions:

1. All student athletes must be in good academic standing (CGPA 2.0 or better) prior to each fall term for eligibility for NCAA athletic certification. Students who do not meet that requirement but who return to good academic standing (CGPA 2.0 or better) prior to the beginning of the spring term may be certified subject to meeting all other NCAA eligibility requirements.
2. Student Athletes falling below a 2.5 CGPA are required to attend study hall for a minimum of 10 hours per week.

### **Financial Aid Probation and Academic Standing**

The university's policy on "Satisfactory Academic Progress" (SAP) to determine a student's eligibility to receive financial aid is separate from the above policy on academic standing. The student should consult the Financial Aid Office regarding the SAP policy. Each student should become familiar with this policy. In addition, students will be required to submit their Academic Plan along with any appeal seeking Financial Aid reinstatement.

## **Leaves of Absence or Interruptions in Studies**

Undergraduate students who are not enrolled during a regular semester must apply for re-admission. Students who do not enroll during a summer session do not need to apply for re-admission.

## **Academic Standing Policy for Graduate Students**

All graduate students are subject to the academic standing rules addressed in this policy.

The Office of the Registrar monitors students' academic standing and applies statuses of Good, Probation and Dismissed based on policy statements contained herein. Academic standing will be calculated and applied following each semester including summer.

Students on academic probation are encouraged to discuss their status with their academic advisors. The occurrence of Academic Probation or Academic Dismissal is not recorded on the transcript of a student.

1. **Good Academic Standing** – Good standing is the absence of any contingency that would result in the student's being on academic probation or academic dismissal.
2. **Academic Probation** – Academic probation describes the standing of a student at the graduate level who is in one of the following categories:
  1. A student who fails to achieve a cumulative grade point average after any semester of 3.0 or higher.
  2. A student who has been reinstated following academic dismissal.

Academic probation is cleared only when none of the above criteria apply and when the student achieves an overall grade point average of 3.0 as a graduate student at Lincoln University.

1. **Academic Dismissal** – Academic dismissal occurs:
  1. A student who doesn't meet a minimum cumulative grade point average of 2.7 will not be permitted to continue in the program.
  2. A student who would be on probation a second consecutive semester will not be permitted to continue in the program.

## **Academic Dismissal Appeals**

Students who have been dismissed will receive a "Notice of Dismissal" from the Dean of the College of Graduate Professional and Extended Studies. That notice will describe the procedures for appealing the dismissal. It is the student's responsibility to keep abreast of his/her academic standing and to be proactive in any appeal process.

Students who have been dismissed and believe extenuating circumstances affected their academic performance may submit a formal letter of appeal and supporting documentation to the Committee on Admissions, Academic Standing & Financial Aid (AASFA) in care of the Office of the Registrar.

The academic decision of the AASFA Committee is final and not subject to further review. The Chairperson of AASFA Committee or his/her designee will provide the appellant with a letter stating the decision of the committee and terms (if any) for future action. Examples of such terms include a reduced credit load, the repeat of coursework, and the active seeking of assistance from student support services.

After the committee's decision, if an appellant believes the appeal process was not administered as prescribed herein, the appellant may pursue an appeal of the process, but not the academic decision, in writing, to the Vice President for Academic Affairs. Such an appeal must be made within ten business days from the date of the decision letter from the Chairperson of the AASFA Committee. The appellant is advised to provide as much written documentation as possible, describing how the process was not administered as prescribed herein, accompanied with any supporting materials. The decision of the Vice President for Academic Affairs regarding the process appeal is final and not subject to further review.

### **Financial Aid Probation and Suspension**

There is a policy on "Satisfactory Academic Progress" to determine a student's eligibility to receive financial aid which is separate from the above policy on academic standing. The student should consult the Financial Aid Office regarding the policy. Each student should become familiar with this policy. In addition, a student will be required to submit his/her Academic Plan along with any appeal for Financial Aid.

### **Academic Renewal Policy**

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The Academic Renewal policy allows Lincoln University degree seeking students who experienced academic difficulty at an institution to have one opportunity to make a fresh start at that same institution after an absence of at least three calendar years from any postsecondary institution.

#### **Eligibility**

To be eligible for academic renewal consideration, you must meet these requirements:

- Not have been enrolled at any post-secondary institution for five or more consecutive calendar years.
- Have not graduated from Lincoln University.

#### **Conditions**

- Activated at the time of re-admission
- All courses and credits that were taken prior to extended absence will be removed from consideration for GPA and the GPA will start over.

- All course work will remain on the transcript with a notation of Academic Renewal.
- Requirements for degree will be based on the catalog in effect at the time of re-enrollment.
- Academic Renewal may only be granted once per student.
- The granting of Academic Renewal does not supersede financial aid policies regarding Satisfactory Academic Progress.
- Academic renewal will begin the first term following re-enrollment
- Re-entry into any program is not automatic
- The Academic Renewal GPA will be used for determining academic standing and eligibility for graduation. At least 50% of work toward a degree must be completed after the granting of Academic Renewal status for a student to be eligible for honors at graduation.

### **Teacher Certification Programs**

When the student applies to re-enter a program leading to teacher certification, the qualifying cumulative GPA will be based on:

1. Grades earned in all courses on the transcript - even though these courses no longer contribute to the Lincoln cumulative GPA)
2. Grades of any transfer courses
3. Grades earned at Lincoln after returning under renewal (a minimum of 15 credits).

## ACADEMIC PROGRAMS

### Chart of Majors and Minors

Title	Major	Minor	Dept.	School
Accounting	Yes	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
Anthropology	Yes	Yes	Sociology and Criminal Justice	Arts, Hum, & Soc Science
Biochemistry and Molecular Biology	Yes	No	Chemistry & Physics	Science & Technology
Biology	Yes	Yes	Biology	Science & Technology
Chemistry	Yes	No	Chemistry & Physics	Science & Technology
Computer Science	Yes	Yes	Computer Science	Science & Technology
Criminal Justice	Yes	Yes	Sociology and Criminal Justice	Arts, Hum, & Soc Science
Engineering Science	Yes	No	Chemistry & Physics	Science & Technology
English Liberal Arts	Yes	Yes	Languages & Literature	Arts, Hum, & Soc Science
Environmental Science	Yes	Yes	Biology and Chemistry	Science & Technology
Finance	Yes	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
French	Yes	Yes	Languages & Literature	Arts, Hum, & Soc Science
General Science	Yes	No	Biology and Chemistry	Science & Technology
Health Science	Yes	No	Health Science	Science & Technology
History	Yes	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Human Services	Yes	Yes	Psychology & Human Services	Prof, Grad, & Extended Studies
Information Technology	Yes	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
Liberal Studies	Yes	No	Languages & Literature	Arts, Hum, & Soc Science
Management	Yes	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
Mathematics	Yes	Yes	Mathematical Sciences	Science & Technology
Mass Communications	Yes	Yes	Mass Communications	Arts, Hum, & Soc Science
Music	Yes	Yes	Visual and Performing Arts	Arts, Hum, & Soc Science
Nursing	Yes	No	Nursing	Science & Technology
Pan-Africana Studies	Yes	No	History, Political Sci & Philo	Arts, Hum, & Soc Science
Philosophy	Yes	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Physics	Yes	Yes	Chemistry & Physics	Science & Technology
Political Science	Yes	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Psychology	Yes	Yes	Psychology & Human Services	Prof, Grad, & Extended Studies
Religion	Yes	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Sociology	Yes	Yes	Sociology and Criminal Justice	Arts, Hum, & Soc Science
Spanish	Yes	Yes	Languages & Literature	Arts, Hum, & Soc Science
Visual Arts	Yes	Yes	Visual and Performing Arts	Arts, Hum, & Soc Science
Minor Only - Arabic	No	Yes	Languages & Literature	Arts, Hum, & Soc Science
Minor Only - Chinese	No	Yes	Languages & Literature	Arts, Hum, & Soc Science
Minor Only - Black Studies	No	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Minor Only - Ethics	No	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science
Minor Only - Japanese	No	Yes	Languages & Literature	Arts, Hum, & Soc Science
Minor Only - Economics	No	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
Minor Only - Entrepreneurship	No	Yes	Business and Entrepreneurship	Prof, Grad, & Extended Studies
Minor Only - International Relations	No	Yes	History, Political Sci & Philo	Arts, Hum, & Soc Science



## THE COLLEGE OF ARTS, HUMANITIES & SOCIAL SCIENCES

### Mission

The College of Arts, Humanities and Social Sciences offers a liberal arts education that introduces students to the great aesthetic, moral, and intellectual traditions of humanity to provide a basis for reflecting on, appreciating and living a quality human life amidst the challenges of the 21st Century. We are a community of teachers, scholars, artists and performers committed to promoting an appreciation of cultural diversity and liberal studies with a global perspective. This commitment is realized in our curricula, research, community outreach and engagement, internships and study abroad opportunities. The College houses the departments of Languages and Literature, Mass Communications, Visual and Performing Arts, Sociology and Criminal Justice, and History, Political Science and Philosophy.

The College is committed to developing students'

- Proficiency in reading, writing, speaking and critical analysis as crucial to success in higher education and gaining access to career opportunities;
- Proficiency in a selected foreign language as a cultural universal and as a medium for communicating with others and appreciating cultural diversity;
- Critical thinking skills through philosophical and other forms of inquiry that will empower them to examine basic beliefs and values that impact a global society;
- Knowledge of the religions of humankind, in order to appreciate human spirituality and the human quest for answers to existential and eschatological question; and
- An appreciation of art, literature and music from an historical and contemporary perspective, thereby highlighting human creativity as a source of truth that transcends time and culture.

**Emphasis for each of the departments within the College is as follows:**

### Languages and Literature

The department offers five foreign languages: Arabic, Chinese, French, Japanese and Spanish. Students earn bachelor's degrees in French and Spanish. The English Liberal Arts major leads to a bachelor's degree that prepares students for further study in graduate or professional school. The liberal studies bachelor's degree allows majors to choose two tracks of interest (as a major area) as well as a minor area of their choice and/or sets of approved electives in consultation with major advisors. The track choices are: Arabic & Islamic studies, American cultural communities, professional communication and interdisciplinary studies.

### **Mass Communications**

The mass communications program produces students who excel in journalism, public relations and strategic communication. There is a strong emphasis on media literacy, multimedia software and platform application, media production, digital media convergence, as well as a strong theoretical and research foundation. The Mass Communications major offers two tracks: Digital Communication and Strategic Communication.

### **Visual and Performing Arts**

With emphasis on performance, literature, and materials of music studies, the music performance major is designed to prepare students to be music performers. The program also provides an opportunity to independently explore other directions within the field (music composition, music practices using technology, the music business, research, and non-classical forms of music). The visual arts major offers two tracks: studio arts and museum studies. Students are prepared for a wide range of opportunities, including entry-level employment in various departments of museums, galleries, and other cultural enterprises as well as careers as independent artists or graphic designers.

### **History, Political Science and Philosophy**

The history, political science, philosophy and religion degree programs assist students in examining values, innovations and traditions of human societies. Additionally, programs explore various cultural inheritances and basic knowledge of historical and physical geography. Students are taught to utilize historical perspectives to comprehend world events, develop, interpret, and evaluate past and current events. There is a strong emphasis on developing verbal and written competencies that enable students to work in civil and corporate institutions.

### **Sociology and Criminal Justice**

The Department of Sociology and Criminal Justice utilizes an interdisciplinary approach and produces students with the ability to apply their skills in a variety of fields including law, business, government, and community development. Students are also prepared for and encouraged to attend graduate school. There is a strong emphasis on understanding social processes, social service institutions, and the linkages between the individual and the larger society. The department offers majors in sociology, criminal justice, and anthropology. Students may elect to pursue either a Bachelor of Arts degree, which is recommended for students considering postgraduate, professional or academic study, or a Bachelor of Science degree, which is generally career oriented.

## Department of Languages & Literature

The English program is committed to providing quality education in two areas. The English liberal arts major leads to a B.A. degree that prepares students for further study in graduate or professional school. A special "Pre-Law Track" of the English Liberal Arts major is designed for students who plan on attending law school; it enables them to minor in an appropriate secondary field, such as history, philosophy, or political science.

### English Liberal Arts Program

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The English liberal arts program is committed to producing student scholars who demonstrate proficiency in the skills of textual analysis, critical thinking, and articulate written and oral communication. They will be familiar with the major works of literature written in English, especially those of the British, the American, and the African-American literary traditions. They will understand the history and structure of the English language, and will be practiced in its rhetorical forms. They will be prepared for further study in graduate school (literature, rhetoric) and in professional school (law, medicine, business), and for any career path that calls for strong analytic and communication skills.

#### University general education specific requirements

**Language:** 101 and 102 level 8

ENG 211 English Literature I 3

ENG 212 English Literature II 3

ENG 214 Literary Criticism 3

ENG 301 American Literature 3

ENG 410 Theory and Development of the Novel 3

ENG 413 Senior Seminar I -Primary Discourse 3

Select One Literature elective 3

One Major Figure course (ENG 304, ENG 401, ENG 402) 3

Three Departmental Electives 9

ENG 414 Senior Seminar II 3

#### Select one (1):

ENG 384 Linguistics I 3

ENG 385 Linguistics II 3

#### Select one (1):

ENG 319 Survey of African-American Literature 3

ENG 320 Studies in African-American Literature 3

<b>Foreign Language (201 and 202)</b>	<b>8 credits</b>
<b>Requirements Total</b>	<b>50 credits</b>

### English Liberal Arts Pre-Law Track

The American Bar Association advises students that any major can prepare students for law school and a career in law. A writing-intensive and research-focused major is an especially great precursor to the intense research and writing in law school.

### The English Liberal Arts Pre-Law Track has these advantages:

- Offers numerous research opportunities for textual analysis,
- Emphasizes written and oral communications skills,
- Allows students to take the four courses *within* the major that Lincoln University's PLUS Program (Pre-Law Undergraduate Scholars) has developed for students.
- Prepares students for the LSAT and admission to law school.
- Encourages students to add a minor in another department (e.g. History, Philosophy, Political Science and Spanish) that may also emphasize research and writing.

#### General education specific requirements

<b>Language:</b> 101 and 102 level	8
ENG 211 Survey of English Literature I	3
ENG 212 Survey of English Literature II	3
ENG 214 Literary Criticism	3
ENG 301 American Literature	3
ENG 320 Studies in African American Lit.	3
ENG 410 Theory and Development of the Novel	3
One Major Figure course (ENG 304, ENG 401, ENG 402)	3
ENG 413 Senior Seminar I	3
ENG 414 Senior Seminar II	3
<b>Select one (1):</b>	
ENG 384 Linguistics I	3
ENG 385 Linguistics II	3
<b>Select one (1):</b>	
ENG 319 Survey of African-American Literature	3
ENG 320 Studies in African-American Literature	3

<b>Four Pre-Law Track courses (PLUS)</b>	
PHL 217 Critical Reasoning	3
POL 310 Race and American Law	3
ENG 314 Legal Analysis and Writing	3
<b>Select one (1):</b>	
POL 206 The Legal System	3
POL 400 Legal Problem Solving	3
POL 401 Supreme Court and Constitutional Law	3
SOC 301 Law and Society	3
PHL 303 Legal Philosophy	3
BUS 334 Business Law	3
COM 404 Media Law and Ethics	3
<b>Foreign Language (201 and 202)</b>	<b>8 credits</b>
<b>Total Pre-Law Track</b>	<b>53 credits</b>

### **English Liberal Arts Writing and Visual Rhetoric Track**

<b>General Education specific requirements</b>	
<b>Language: 101 and 102 level</b>	<b>8</b>
ENG 211 Survey of English Literature I	3
ENG 212 Survey of English Literature II	3
ENG 214 Literary Criticism	3
ENG 301 American Literature	3
ENG 410 Theory and Development of the Novel	3
One Major Figure course (ENG 304, ENG 401, ENG 402)	3
ENG 413 Senior Seminar I	3
ENG 414 Senior Seminar II	3
<b>Select one (1):</b>	
ENG 384 Linguistics I	3
ENG 385 Linguistics II	3
<b>Select one (1):</b>	
ENG 319 Survey of African-American Literature	3
ENG 320 Studies in African-American Literature	3
<b>Four Writing and Visual Rhetoric courses</b>	
ENG 250 Intro to Cinema	3
ENG 311 Advanced Composition	3
ENG 312 Creative Writing	3
ENG 325 Screenwriting	3
<b>Foreign Language (201 and 202)</b>	<b>8 credits</b>
<b>Total Writing and Visual Rhetoric Track</b>	<b>53 credits</b>

## English Minor

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ENG 214 Literary Criticism	3
<b>One literature survey course:</b>	
ENG 211 English Literature I	
ENG 212 English Literature II	
ENG 301 American Literature	
ENG 319 African American Literature	3
Select 4 English Electives	12
<b>Total Minor</b>	<b>18 credits</b>

## English Course Descriptions

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### **ENG 099 Integrated Writing and Reading** **3 credits**

This course focuses on the subjects of writing and reading. The goal is to promote literacy learning and further develop each student's existing writing and reading skills for transfer to other academic contexts, such as the English Composition program, through engaging intellectual work.

### **ENG 101 English Composition I** **3 credits**

This standard course in college level writing is required of all students. It reviews the rules of syntax, grammar, and punctuation, and surveys the common rhetorical approaches to expository writing. In addition to other requirements, a student must pass an exit exam. *Prerequisite: ENG 099*

### **ENG 102 English Comp II** **3 credits**

This course reviews the expository essay and introduces the student to the process of researching and composing a substantial term paper. It also introduces the student to the study of three genres of literature: drama, poetry, and the short story. *Prerequisite: ENG 101*

### **ENG 203 Public Speaking** **3 credits**

This course emphasizes the fundamentals of speech organization, diction, voice and gesture. Special attention is given to composition and delivery in various speech situations. *Prerequisite: ENG 102*

### **ENG 204 Business Writing** **3 credits**

This course is designed to refine and develop professional writing techniques for majors in a variety of fields. Specifically, practice is provided in writing abstracts, short reports, memoranda, and selected types of letters. *Prerequisite: ENG 102*

### **ENG 205 Technical Writing** **3 credits**

This course concentrates on the written communication of scientific and/or job related information. It includes various kinds of writing that technical and professional people

are asked to utilize in industry, business, and governmental agencies. *Prerequisite: ENG 102*

**ENG 207 World Literature I** **3 credits**

This course covers the works of great writers, from a global perspective beginning with the Ancient World through the Seventeenth Century. *Prerequisite: ENG 102*

**ENG 208 World Literature II** **3 credits**

This course is a continuation of ENG 207 and covers the Eighteenth Century to the present, with greater emphasis on a global recognition of contemporary writers. *Prerequisite: ENG 102*

**ENG 209 Women's Literature** **3 credits**

This course introduces student to literature written by women representing at least two continents and covering at least two centuries of development. It identifies the emergence of women's literature in the traditional canon and place literary achievement in the context of historical development of women's political and social rights. Important primary documents related to women's rights are examined. *Prerequisite: ENG 102*

**ENG 210 Native American Literature** **3 credits**

This course will explore the history, culture, and literature of the indigenous peoples in North America. Students are challenged to think critically about traditional and historical depictions of Native people. The course is divided into three units: 1 story, myths, legends, current issues; 2 testimony and narratives, fiction, 3 poems, a play, and biography. *Prerequisite: ENG 102*

**ENG 211 English Literature I** **3 credits**

In an endeavor to provide a strong subject matter foundation in the literature of the English speaking world, this survey course in the history of English literature covers, during the first semester, the beginnings of English literature and traces the development of the literature through the Eighteenth Century. *Prerequisite: ENG 102*

**ENG 212 English Literature II** **3 credits**

The second semester, which continues the effort to provide a strong subject foundation in the literature of the English speaking world, begins with the Nineteenth Century and end with contemporary English literature. *Prerequisite: ENG 102*

**ENG 214 Literary Criticism** **3 credits**

This course introduces the major literary genres poetry, fiction and drama and focuses upon a variety of critical approaches to literature, such as the sociological, the psychological, and the formalist approaches. Emphasis is also placed upon the history of criticism. *Prerequisite: ENG 102*

**ENG 250 Introduction to Cinema** **3 credits**

This course explores visual literacy through a study of film techniques and history. Relationships to narrative art and to humanistic tradition are examined. *Prerequisite: ENG 102*

**ENG 285 Harlem Renaissance** **3 credits**

This course is a multidisciplinary study of culture through the artistic works of Black Americans. Readings will represent the first two decades of the twentieth century which include not only creative literary texts but also more formal texts and artistic genres. *Prerequisite: ENG 102*

**ENG 301 American Literature** **3 credits**

This survey course covers five centuries of American letters: Puritanism/Deism, Romanticism, Realism/Regionalism, Modernism, and Postmodernism. Among authors read and discussed are William Bradford, Anne Bradstreet, Jonathan Edwards, Thomas Paine, Olaudah Equiano, Phyllis Wheatley, Samuel Clemens, W.E.B. Du Bois, Stephen Crane, T. S. Eliot, William Faulkner, Gertrude Stein, Ralph Ellison, John Updike, Norman Mailer, Robert Lowell, Allen Ginsberg, and Toni Morrison. *Prerequisite: ENG 102 or higher*

**ENG 304 Chaucer and the Medieval Scene** **3 credits**

This course focuses principally upon Chaucer's Canterbury Tales and Troilus and Criseyde. Background information on medieval thought and literary conventions is provided. Sir Gawain and the Green Knight and sections of Piers Plowman are read in translation. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 305 Seventeenth Century Literature** **3 credits**

Emphasis is placed upon the major poetry and expository prose of the period. Significant religious and political background is emphasized. Principal writers studied are Milton, Donne, Herbert, and Jonson. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 306 Eighteenth Century Literature** **3 credits**

Beginning with the poetry of Dryden, a study is made of the authors of the Augustan Age. Defoe, Swift, Pope, Johnson, Goldsmith are emphasized, and consideration is given to Restoration Drama. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 307 Romantic Literature** **3 credits**

With primary emphasis on the readings of the poetry of Blake, Wordsworth, Coleridge, Byron, Shelley, Keats and Wollstonecraft, the course attempts to illuminate the revolution in poetic taste and aesthetic attitudes in the early Nineteenth Century. The work of major poets is amplified by readings in significant literary criticism of the period. Offered in alternate years. *Prerequisite: ENG 102*



**ENG 308 Victorian Literature****3 credits**

The essential modernity of Victorian literature is explored through a study of the themes and verse technique of Tennyson, Arnold, Meredith, Hopkins, Hardy and the pre-Raphaelites. Key prose writers such as Carlyle, Mill, Arnold, Newman, and Ruskin are read for insight into the major preoccupations and conflicts of the age. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 309 Journalism****3 credits**

This course offers an introduction to the fundamentals of journalism, primarily stressing reporting and writing the news. Emphasis is also placed on developing the skills of interviewing, copy reading, and laying out the paper. Members of the class are staff writers for The Lincolnian, the school newspaper. *Prerequisite: ENG 102*

**ENG 310 Classical and Biblical Lit****3 credits**

This course is designed to introduce students to the landmark works of the Bible and of classical Greece and Rome which together have not only helped to shape the literary tradition of Western Europe but also widely influenced cultures far beyond that confine. The course is recommended as an elective. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 311 Advanced Composition****3 credits**

This course provides an analytical study of prose style and the four forms of discourse: argumentation, description, exposition, and narration. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 312 Creative Writing****3 credits**

This course is intended for the student who shows evidence of creative capabilities and who could benefit from the instruction of a professional writer. Students are taught to analyze a variety of literary genres as a means of developing a keen awareness of literary styles and techniques applicable to individual creative abilities. *Prerequisite: ENG 102*

**ENG 314 Legal Analysis and Writing****3 credits**

This course will introduce the student to the fundamentals of legal analysis and writing. Legal writing is more than a style of writing; it requires a law student or lawyer to use a new, specific method of reasoning to analyze a client's legal problem and communicate the analysis effectively in writing. This course will provide prelaw student with an introduction to an important subject that all law students must study during the first year of law school and a glimpse at law school life as well. *Prerequisite: ENG 102*

**ENG 319 Survey of African American Lit****3 credits**

This course surveys the writing of African American authors from the Eighteenth Century to the present and stresses a discussion of literary figures as well as the thematic patterns which have distinguished the development of this literature. Course

material includes works in a variety of genre: autobiography, slave narrative, poetry, short story, drama, and novel. Among the writers studied are Douglass, Grimke, Dunbar, Chestnutt, Dubois, Washington, Johnson, McKay, Hurston, Hughes, Toomer, Wright, Brooks, Ellison, Baldwin, Gaines, and Walker. *Prerequisite: ENG 102*

**ENG 320 Studies in Afro American Lit. 3 credits**

The course will focus upon a special topic in African American literature. The topic will be selected by the professor and announced prior to the offering of the course. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 321 Contemporary African Literature 3 credits**

The course explores major genres and modes in Twentieth Century African literature. It will focus on major writers and literary traditions from the various geopolitical regions of Africa, especially on those writers whose works are available in English. Additional emphasis will be on the understanding of the diverse manifestations of postcolonial themes and stylistic experiments in African literature. *Prerequisite: ENG 102*

**ENG 325 Screenwriting 3 credits**

This course teaches the craft of screenwriting for film and television, covering various screenplay formats (sit-com, one-hour drama, feature-length film), the business of screenwriting, and past and current trends in Black cinema. *Prerequisite: ENG 102*

**ENG 384 Linguistics I 3 credits**

This course explores theories and concepts of language, traces the history and development of the English language, and studies the phonology and morphology of English. *Prerequisite: ENG 102*

**ENG 385 Linguistics II 3 credits**

This course is designed for English education majors. There is a review of traditional grammar and an introduction to transformational generative grammars, American dialects, psycholinguistics, and sociolinguistics. *Prerequisite: ENG 102*

**ENG 400 Methods in Teaching English 3 credits**

This course provides an introduction to materials, professional literature and methods in the teaching of English, and language arts, with emphasis on secondary instruction. *Prerequisite: ENG 102*

**ENG 401 Shakespeare Survey 3 credits**

This course focuses upon the representative plays and poetry that best illustrate Shakespeare's development as an artist. Plays will be selected from among the histories, comedies, tragedies, and romances. Poetry will be represented by selected sonnets. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 402 Studies in Shakespeare** **3 credits**

This course focuses upon a selected portion of Shakespeare's canon with greater emphasis upon critical approaches to interpretation, both historical and contemporary. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 405 Modern Poetry** **3 credits**

This course introduces the poetry of England, America and the Third World from the late Nineteenth Century to the present. Prosody is reviewed; special attention is paid to major movements and figures. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 406 Modern Fiction** **3 credits**

This course focuses on English, American, and Third World authors from the late Nineteenth Century to the present. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 407 Modern Drama** **3 credits**

This course focuses on English, American, and third World playwrights from the late Nineteenth Century to the present. Ibsen, Strindberg, and Shaw are read as background for an intensive study of significant contemporary plays. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 408 Studies in Dramatic Literature** **3 credits**

This course provides an in depth study of the works of a significant playwright or of a well-defined movement, form, or period in dramatic literature. The materials in this course will vary from year to year. Offered in alternate years. *Prerequisite: ENG 102*

**ENG 410 Theory & Development of Novel** **3 credits**

This course is an intensive study of the novel. Students will read exemplar works both British and American from several historic periods. Significant time will be spent on addressing the theory and development of the genre. Particular attention will be given to exploring important aspects of the novel such as point of view, plot, character, imagery, and symbolism. *Prerequisite: ENG 102*

**ENG 412 Special Topics** **3 credits**

*Prerequisite: ENG 102*

**ENG 413 Senior Seminar I** **3 credits**

These courses focus on reading, discussion, and research, the summation of which is a twenty five to thirty page thesis in one of three areas: English, American or nonwestern literature. *Prerequisite: ENG 102*

**ENG 414 Senior Seminar II** **3 credits**

These courses focus on reading, discussion, and research, the summation of which is a twenty five to thirty page thesis in one of three areas: English, American or non-Western literature. *Prerequisite: ENG 102*

**ENG 490 Internship** **1 credit**

*Prerequisite: ENG 102*

**ENG 495 Independent Study** **1-4 credits**

Faculty supervised research.

## Foreign Languages

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### Language Placement Examinations

All students who have previously studied a foreign language in a school or otherwise for two years or more must take the Language Placement Exams before continuing their study of the language at Lincoln. This will allow the Department to place students into the level of instruction that best meets their existing abilities. These exams are administered by the Department of Languages and Literature and are given just before the beginning of the fall and the spring semesters (for new and transfer students) and just prior to registration periods during the academic year (for returning students). Results are normally posted within 24 hours in the Department of Foreign Languages & Literatures. Once students are placed, they are expected to follow the appropriate sequence of courses until completion of the language requirement. Students who test above the 202 level are eligible for the Bachelor of Arts degree and are encouraged to pursue the language as a minor or major.

### Credit by Placement Exams

Matriculating students may earn credits for foreign language courses when they demonstrate proficiency at or beyond the level of the courses. The courses will be added to their transcript with a notation that the credits were earned by placement exams and with a grade of "P" (pass). Credits earned by placement exams are not included in the computation of grade point averages. Students who are eligible to receive credit by placement exams will receive a memorandum from the Department of Foreign Languages and Literatures that they may take to the Office of the Bursar for payment of the required fees and then to the Office of the Registrar for placement of the entries on the transcript.

### Eligibility

These exams are offered only to students who took two years or more of a foreign language in Junior/High School and plan to study that same language at Lincoln University for the first time. Students are not eligible if:

- They have already taken that language at Lincoln or transferred a course in that language from another institution.

- They have already taken the Lincoln University Language Placement Exam.

The Language Placement Exams cannot be used to improve grades earned at Lincoln or skip levels of classes. The Department does not honor course placement or any credits earned through Placement Exams taken at other institutions.

## Study Abroad

Lincoln University recognizes the tremendous value of study abroad and therefore encourages students to consider a number of opportunities for international studies.

Foreign language majors are required to have a study abroad/total immersion experience. Students with a minor in a foreign language are strongly encouraged to study abroad. Students have studied abroad in such countries as China, Russia, Mexico, Spain, Costa Rica, France, Morocco, Japan, Belgium, Botswana, Nigeria, and Egypt.

The cost of studying abroad, including transportation, tuition, and living expenses in some cases may be less than the cost of studying at Lincoln. Student financial aid can be used to pay for the costs of most study abroad programs.

Students may study abroad at a foreign institution for a single semester, an academic year, or over the summer. Students in semester programs usually earn 15 to 18 credits just as they would as a full-time student on campus.

Students who are majoring in a foreign language will generally want to select a program that offers full-time study of the language, literature, and culture of the country. Students who are just minoring in a foreign language may be able to select a program that combines the study of the language with regular college level courses that can satisfy other requirements of their majors.

All language majors and minors are encouraged to take an active role in the language clubs. These are student organizations whose officers are elected annually. There are currently four language clubs (Arabic, French, Japanese and Spanish). They are involved in many co- and extra-curricular activities, including tutoring, fund-raising, educational trips and language fairs. They also actively participate in department-sponsored events such as International Food Festival and Language Night.

## French Program

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FRE 101 Elementary French I	4
FRE 102 Elementary French II	4
FRE 201 Intermediate French I	4
FRE 202 Intermediate French II	4
Seven additional French courses at the 300-400 level	21

MDL 451 Study Abroad (Courses and number of credits vary)	
<b>Total Major</b>	<b>37 credits</b>

### Spanish Program

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SPN 101 Elementary Spanish I	4
SPN 102 Elementary Spanish II	4
SPN 201 Intermediate Spanish I	4
SPN 202 Intermediate Spanish II	4
Seven additional Spanish courses at the 300-400 level	21
MDL 451 Study Abroad (Courses and number of credits vary)	
<b>Total Major</b>	<b>37 credits</b>

### Arabic Minor

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ARA 101 Elementary Arabic I	4
ARA 102 Elementary Arabic II	4
ARA 201 Intermediate Arabic I	4
ARA 202 Intermediate Arabic II	4
Four additional Arabic courses at the 300-400 level	12
<b>Total</b>	<b>24 credits</b>

### Chinese Minor

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CHI 101 Elementary Mandarin Chinese	4
CHI 102 Elementary Mandarin Chinese II	4
CHI 201 Intermediate Mandarin Chinese I	4
CHI 202 Intermediate Mandarin Chinese II	4
Four additional Mandarin Chinese courses at the 300-400 level	12
<b>Total Minor</b>	<b>24 credits</b>

### French Minor

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FRE 101 Elementary French I	4
FRE 102 Elementary French II	4
FRE 201 Intermediate French I	4
FRE 202 Intermediate French II	4
Four additional French courses at the 300-400 level	12
<b>Total</b>	<b>24 credits</b>

### Japanese Minor

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JPN 101 Elementary Japanese	4
JPN 102 Elementary Japanese II	4
JPN 201 Intermediate Japanese I	4

JPN 202 Intermediate Japanese II	4
Four additional Japanese courses at the 300-400 level	12
<b>Total Minor</b>	<b>24 credits</b>

### Spanish Minor

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SPN 101 Elementary Spanish I	4
SPN 102 Elementary Spanish II	4
SPN 201 Intermediate Spanish I	4
SPN 202 Intermediate Spanish II	4
Four additional Spanish courses at the 300-400 level	12
<b>Total</b>	<b>24 credits</b>

### Foreign Language Course Descriptions

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#### **ARA 101 Elementary Arabic I** **4 credits**

This course aims at teaching students with no prior knowledge of Arabic. The course targets are the writing system and sounds of Arabic, its basic grammatical structure and word formation, and the acquisition of an active vocabulary of about 1,000 words. Three hours of classroom instruction per week in addition to one hour in the language and computer labs and written assignments. *Corequisite: ARA 101L*

#### **ARA 102 Elementary Arabic** **4 credits**

Sequel to Arabic 101. *Prerequisite: ARA 101. Corequisite: ARA 102L*

#### **ARA 201 Intermediate Arabic I** **4 credits**

This course begins with a thorough review of basic Arabic grammar and vocabulary. The review serves to consolidate knowledge and to bring students to a common level. The main thrust is the acquisition and expansion of vocabulary, mainly through discussions and extensive readings. Attention is also given to writing skills. Three hours of classroom instruction per week as well as one hour in the language and computer.

*Prerequisite: ARA 102. Corequisite: ARA 201L*

#### **ARA 202 Intermediate Arabic II** **4 credits**

Sequel to Arabic 201. *Prerequisite: ARA 201. Corequisite: ARA 202L*

#### **ARA 301 Advanced Arabic** **3 credits**

This course helps students to increase their understanding of Arabic and to acquire a better grasp of the language patterns, idiomatic usage, and grammar. This knowledge, coupled with more intensive vocabulary and enhanced familiarity with Arabic characters, facilitates reading. The students develop comprehension skills through conversations in a variety of situations, and also in different styles: formal and classical Arabic, and colloquial Arabic. Besides mastering the material presented in the textbook, students must be able to read and understand the daily newspaper. *Prerequisite: ARA 202*

**ARA 302 Advanced Arabic II** **3 credits**  
 More intensive reading and writing is required. *Prerequisite: ARA 301*

**ARA 303 Intensive Arabic I** **3 credits**  
 Students use and further develop advanced contemporary vocabulary and grammar of the standard literary Arabic. Those skills are used to study contemporary Islamic and classical material in Arabic. Materials will be from the various Arabic speaking cultures in the Middle East, Africa and Asia, with an emphasis in economics, politics and culture. Sources will include popular periodicals, broadcast recordings, and classical works such as the Qur'an and the Hadith. *Prerequisite: ARA 301*

**ARA 304 Intensive Arabic II** **3 credits**  
 This course is a continuation of ARA 303 that will immerse students even more deeply into using language in the fields of education, politics, and culture. *Prerequisite: ARA 303*

**ARA 495 Independent Study** **1-4 credits**

**CHI 101 Elementary Mandarin Chinese I** **4 credits**  
 As an introduction to Mandarin Chinese, the course begins with a concentrated study of Mandarin phonetics and the Gwoyeu Romatzyh tonal spelling system of romanization. Chinese characters are also introduced, along with simple vocabulary items for daily use, liberally supplemented with sentence pattern drills and exercises and essentials of grammar. The lecture is three hours; one additional hour is required for drill and laboratory. *Corequisite: CHI 101L*

**CHI 102 Elementary Mandarin Chinese II** **4 credits**  
 This course is a sequel to Chinese 101. Simplified characters and the Pinyin system or romanization are introduced. Other romanization systems are also briefly presented. The lecture is three hours; one additional hour is required for drill and laboratory. *Prerequisite: CHI 101 Corequisite: CHI 102L*

**CHI 201 Intermediate Mandarin Chinese** **4 credits**  
 While continuing the audio lingual approach, this course also emphasizes the reading of Chinese character texts both standard and simplified characters. The course concentrates on consolidating the foundations which students have begun to build in the first year course i.e., pronunciation, grammar, character writing, and further work on sentence structure and vocabulary. The lecture is three hours; one additional hour is required for drill and laboratory. *Prerequisite: CHI 102 Corequisite: CHI 201L*

**CHI 202 Intermediate Mandarin Chinese** **4 credits**  
 The course is a sequel to Chinese 201. *Prerequisite: CHI 201 Corequisite: CHI 202L*

**CHI 301 Advanced Mandarin Chinese I** **3 credits**



This course is designed to increase active vocabulary, further the student's control of idiomatic Chinese. The course will also cover the following: grammar, conversation, translation and advanced syntax. *Prerequisite: CHI 202*

**CHI 302 Advanced Mandarin Chinese II** **3 credits**

This course is the sequel to 301. *Prerequisite: CHI 301*

**CHI 303 Intensive Chinese I** **3 credits**

This course is designed to improve student's Chinese proficiency and focuses on all four skills as well as Chinese culture. The class is conducted only in Chinese. All classroom activities are based on assignments done at home prior to class. Thus, students must read the textbook, remember vocabulary, and complete all assignments before coming to class. *Prerequisite: CHI 302*

**CHI 304 Intensive Chinese II** **3 credits**

This course is designed to improve student's Chinese proficiency and focuses on all four skills as well as Chinese culture. The class is conducted only in Chinese. All classroom activities are based on assignments done at home prior to class. Thus, students must read the textbook, remember vocabulary, and complete all assignments before coming to class. *Prerequisite: CHI 303*

**CHI 401 Advanced Composition and Conversation** **3 credits**

The aim of the course is to develop the student's ability to write and speak the language with sufficient structural accuracy. Class lectures on Chinese syntactic structures are supplemented by extensive oral drilling and written exercise and composition. *Prerequisite: CHI 302*

**CHI 402 Advanced Composition and Conversation** **3 credits**

This course is the sequel to Chinese 401. *Prerequisite: CHI 401*

**CHI 403 Readings in Chinese Culture I** **3 credits**

This course is designed for advanced students with the equivalent of three or more years of Chinese study. Although essentially a language course, the material is divided into units, each focusing on a broad topic or a particular period of history. Writing, speaking, and reading skills are brought to a high level through weekly essays which are corrected and explained in individual diagnostic sessions. *Prerequisite: CHI 304*

**CHI 404 Readings in Chinese Culture II** **3 credits**

This course is designed for advanced students with the equivalent of three or more years of Chinese study. Although essentially a language course, the material is divided into units, each focusing on a broad topic or a particular period of history. Writing, speaking, and reading skills are brought to a high level through weekly essays which are corrected and explained in individual diagnostic sessions. *Prerequisite: CHI 401*

**CHI 409 Special Topics in Chinese** **3 credits**

Students concentrate on an area or problem of individual interest. Students consult with the instructor assigned to the course in selecting a topic to be studied. *Prerequisite: CHI 302*

**FRE 101 Elementary French I** **4 credits**

This course introduces students with no prior knowledge of the language to the basic structure of French through a variety of proficiency oriented activities. All language skills speaking, listening, reading and writing are actively practiced in realistic communicative situations. The course also introduces students to the richness and diversity of francophone culture. The course requires three hours of lecture per week and one hour of instruction in the language laboratory. *Corequisite: FRE 101L*

**FRE 102 Elementary French II** **4 credits**

The course is the sequel to French 101. *Prerequisite: FRE 101 Corequisite: FRE 102L*

**FRE 201 Intermediate French I** **4 credits**

The course is designed to develop strong communication skills. It offers a rapid review of basic French grammar and introduces students to more advanced structures needed to acquire better proficiency. Classroom activities progress from drills to exercises of a more communicative approach. The course continues to introduce students to the richness and diversity of francophone culture. The course requires three hours of lecture per week and one hour of instruction in the language laboratory.

*Prerequisite: FRE 102 Corequisite: FRE 201L*

**FRE 202 Intermediate French II** **4 credits**

The course is a sequel to FRE 201. *Prerequisite: FRE 201 Corequisite: FRE 202L*

**FRE 301 Adv. French: Comp. & Conv. I** **3 credits**

The aim of the course is to develop the student's ability to express himself or herself easily and correctly in speaking and in writing. Extensive oral and written task based activities will be used. *Prerequisite: FRE 202*

**FRE 302 Adv. French: Comp. & Conv. II** **3 credits**

The course is a sequel to FRE 301. *Prerequisite: FRE 301*

**FRE 303 Civilization & Culture of France** **3 credits**

The course consists of three meetings per week. It presents a panoramic view of French civilization and culture from the medieval period up to the Twentieth Century. The course will be conducted in collaboration with the departments of art, history, music, philosophy and political science. *Prerequisite: FRE 202*

**FRE 304 French Civilization & Culture** **3 credits**

The course is the sequel to FRE 303. It will study the influence of France in the former French colonies in North and Sub Saharan Africa, Southeast Asia, Canada, Louisiana and the Caribbean. The course will be conducted in collaboration with the departments of art, history, music, philosophy and political science. *Prerequisite: FRE 303*

**FRE 305 French Phonology** **3 credits**

The course consists of three meetings per week. It will include the systematic study of the sound structure of modern French. Exercises in analysis and transcription will be done. *Prerequisite: FRE 302*

**FRE 322 French Lit in English Translation** **3 credits**

This course studies French master pieces that are available in English translation; it will also include the translation of French works by Black writers from Africa and the Caribbean. The course will span different centuries and different genres. Special emphasis will be given to the writing of interpretive essays on the works studied in the course.

**FRE 401 French Poetry** **3 credits**

This course will cover a selection of French poetry. An extended essay in French will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: FRE 304*

**FRE 402 The Novel in France** **3 credits**

This course will cover a selection of French novels. An extended essay in French will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: FRE 304*

**FRE 403 French Drama** **3 credits**

This course will cover a selection of French drama. An extended essay in French will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: FRE 304*

**FRE 405 African & Caribbean Poetry** **3 credits**

This course is a comprehensive study of the Black writers from Africa and the Caribbean who use the French language; it will also study the literary and political movements which conditioned the emergence of this literature. The course will be open to students not majoring in French. Readings will be in French and in English where translations are available; lectures and discussions will be in English. French majors will be required to write their papers in French. *Prerequisite: FRE 304*

**FRE 406 African & Antillean Prose** **3 credits**

This course will study selected essays of Black writers from African and the Caribbean who use the French language. The course will be open to students not majoring in French. Readings will be in French and in English where translations are available;

lectures and discussion will be in English. French majors will be required to write their papers in French. *Prerequisite: FRE 304*

**FRE 407 Survey of French Literature I** **3 credits**

This course is a study of French literature from the Middle Ages through the Eighteenth Century. *Prerequisite: FRE 304*

**FRE 408 Survey of French Literature II** **3 credits**

This course is a study of French literature of the Nineteenth and Twentieth Centuries. *Prerequisite: FRE 407*

**FRE 409 Special Topics I** **3 credits**

Students concentrate on an area or problem of individual interest. Students will consult with the instructor in charge in order to choose an area.

**FRE 410 Special Topics II** **3 credits**

Students concentrate on an area or problem of individual interest. Students will consult with the instructor in charge in order to choose an area.

**FRE 495 Independent Study** **1-4 credits**

**JPN 101 Elementary Japanese I** **4 credits**

First year or elementary level Japanese introduces the basic structure and vocabulary of modern Japanese, stressing the use of Kana Japanese syllabaries from the very outset, so the subsequent adjustment to reading ordinary Japanese literature is minimal. Emphasis will be on vocabulary and oral training for conversation with reasonable ease, with an introduction to readings and writing. Familiarity with the sociocultural context of the modern Japanese language will also be stressed. The lecture is three hours; one additional hour is required for drill and laboratory. *Corequisite: JPN 101L*

**JPN 102 Elementary Japanese II** **4 credits**

First year or elementary level Japanese introduces the basic structure and vocabulary of modern Japanese, stressing the use of Kana Japanese syllabaries from the very outset, so the subsequent adjustment to reading ordinary Japanese literature is minimal. Emphasis will be on vocabulary and oral training for conversation with reasonable ease, with an introduction to readings and writing. Familiarity with the sociocultural context of the modern Japanese language will also be stressed. The lecture is three hours; one additional hour is required for drill and laboratory. *Prerequisite: JPN 101. Corequisite: JPN 102L*

**JPN 201 Intermediate Japanese I** **4 credits**

Intermediate or second year level Japanese is designed to help students master modern Japanese Tokyo dialect through review and reinforcement. The use of special audio and videotapes, in addition to regular tapes for textbook assignments, enables students

to learn how Japanese is used in various social and cultural settings and in the business world. Course materials are designed to foster a good knowledge of modern Japanese grammar, ability to write short essays, fluency in daily conversation, incorporating terms and phrases appropriate to the context, and skill in the use of basic reference materials. The lecture is three hours; one additional hour is required for drill and laboratory.

*Prerequisite: JPN 102. Corequisite: JPN 201L*

**JPN 202 Intermediate Japanese II** **4 credits**

Intermediate or second year level Japanese is designed to help students master modern Japanese Tokyo dialect through review and reinforcement. The use of special audio and videotapes, in addition to regular tapes for textbook assignments, enables students to learn how Japanese is used in various social and cultural settings and in the business world. Course materials are designed to foster a good knowledge of modern Japanese grammar, ability to write short essays, fluency in daily conversation, incorporating terms and phrases appropriate to the context, and skill in the use of basic reference materials. The lecture is three hours; one additional hour is required for drill and laboratory.

*Prerequisite: JPN 201. Corequisite: JPN 202L*

**JPN 301 Advanced Japanese I** **3 credits**

This course introduces a total of three hundred new Kanji characters, some may have appeared in preceding lessons with a different reading compound. This helps students to increase their understanding of Japanese and to acquire a better grasp of the language patterns, idiomatic usage, and grammar. This knowledge, coupled with more intensive vocabulary and enhanced familiarity with Kanji characters, facilitates reading. The students develop comprehension skills through conversations in a variety of situations, and also in different styles: honorific and plain. Besides mastering the material presented in the textbook, students must be able to read and understand the daily newspaper. *Prerequisite: JPN 202*

**JPN 302 Advanced Japanese II** **3 credits**

Another three hundred new Kanji characters are introduced. More intensive reading and increased speed of reading and writing are required. Scientific writing, translation, and the vocabulary of business Japanese are also introduced. *Prerequisite: JPN 301*

**JPN 303 Intensive Japanese I** **3 credits**

The course is designed to develop the student's ability in reading literary material, composition and conversation. 200 new Kanji will be introduced. Translation of material of educational and economic interest, as well as articles from the daily Japanese newspaper will be exercised. *Prerequisite: JPN 302*

**JPN 304 Intensive Japanese II** **3 credits**

The course is designed to provide intensive training in reading, business conversation, and composition. 200 new Kanji will be introduced. Translation of material of educational and economic interest, and also articles from the daily Japanese newspaper

will be stressed. The students will obtain enough training for continuing study at a Japanese institute, working in a Japanese firm or teaching English at a Japanese school.

*Prerequisite: JPN 303*

**JPN 401 Intensive Japanese in Science I** **3 credits**

The course is designed to provide opportunities for intensive reading, composition, and conversation. 200 new Kanji will be introduced. Conversational topics will include business and scientific terms. Translation of works in scientific and technological fields, as well as articles from daily Japanese newspapers will be emphasized. *Prerequisite: JPN 304*

**JPN 402 Intensive Japanese in Science II** **3 credits**

The course is designed to provide readings of scientific material, composition, and business conversation. 200 new Kanji will be introduced. Translation of scientific or technological materials and articles from daily Japanese newspapers will also be stressed. Students will be able to continue study at a Japanese institute or work in a technological firm in Japan. *Prerequisite: JPN 401*

**JPN 409 Special Topics in Japanese** **3 credits**

Students concentrate on an area or problem of individual interest. Students will consult with a designated instructor in order to choose an area.

**JPN 495 Independent Study** **1-4 credits**

**SPN 101 Elementary Spanish I** **4 credits**

This course offers the foundations of Spanish using a communicative based approach. The course also introduces students to Spanish and Spanish American culture. The course requires three hours of lecture per week and one hour of instruction in the language laboratory. *Corequisite: SPN 101L*

**SPN 102 Elementary Spanish II** **4 credits**

This course is the sequel to SPN 101. *Prerequisite: SPN 101. Corequisite: SPN 102L*

**SPN 111 Spanish for Health Care I** **4 credits**

This course is intended for students who are considering professions in the healthcare field, with the aim of facilitating their communication with the growing Spanish-speaking community in the United States. Through readings, discussions, films, role-playing, and writing assignments, the course emphasizes communication in the healthcare context and enables students to gain an elementary working knowledge Spanish, as well as the culture of Spanish-speaking patients. To accomplish this goal, your instructor will speak only Spanish in class, and Spanish will be used as the means of communication. The course requires three hours of lecture per week and one hour of instruction in the language laboratory. *Corequisite: SPN 111L*

**SPN 112 Spanish for Health Care II** **4 credits**

This course is the sequel to Spanish 111 and as such, it is intended for students who are considering professions in the healthcare field. Through readings, discussions, films, role-playing, and writing assignments, the course emphasizes communication in a healthcare context and provides a working knowledge of the Spanish language and the culture of Spanish-speaking patients. To accomplish this goal, your instructor will speak only Spanish in class, and Spanish will be used as the means of communication. The course requires three hours of lecture per week and one hour of instruction in the language laboratory. *Corequisite: SPN 112L*

**SPN 201 Intermediate Spanish I** **4 credits**

This course offers a rapid review of basic structures of the Spanish language. Its main objective is the development of skills in reading, writing, speaking, and understanding Spanish with relative fluency. The course continues to introduce students to Spanish and Spanish American culture. The course requires three hours of lecture per week and one hour of instruction in the language laboratory. *Prerequisite: SPN 102. Corequisite: SPN 201L*

**SPN 202 Intermediate Spanish II** **4 credits**

This course is the sequel to SPN 201. *Prerequisite: SPN 201. Corequisite: SPN 202L*

**SPN 301 Adv. Spanish: Comp. & Conv. I** **3 credits**

This course develops the student's ability to express himself or herself more fluently in speaking and in writing. A variety of task based exercises will be used. Each unit also contains activities that will help the students broaden their knowledge of Spanish and Spanish American culture. *Prerequisite: SPN 202*

**SPN 302 Adv. Spanish: Comp. & Conv. II** **3 credits**

This course is a sequel to SPN 301. *Prerequisite: SPN 301*

**SPN 303 Spanish Civilization** **3 credits**

This course presents a panoramic view of peninsular Spanish civilization from the medieval period to modern times. The course will be conducted in collaboration with the departments of art, history, music, philosophy and political science. *Prerequisite: SPN 202*

**SPN 304 Hispanic Civilization & Culture in America** **3 credits**

This course studies Spanish American civilization and culture from pre Columbian times to the present. *Prerequisite: SPN 303*

**SPN 305 Spanish Phonology** **3 credits**

This course is a systematic study of the sound structure of modern Spanish. Exercises in analysis and transcription will be done. *Prerequisite: SPN 302*

**SPN 321 Spanish Lit in English****3 credits**

This course will cover masterpieces in Spanish and Latin American literature that are available in English translation. The course will span different centuries and will represent various literary genres. Special emphasis will be given to the writing of interpretative essays on works studied in the course.

**SPN 401 Spanish Poetry****3 credits**

This course will cover a selection of Spanish poetry. An extended essay in Spanish will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: SPN 302*

**SPN 402 The Spanish Novel****3 credits**

This course will cover a selection of Spanish novels. An extended essay in Spanish will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: SPN 304*

**SPN 403 Spanish Drama****3 credits**

This course will cover a selection of Spanish drama. An extended essay in Spanish will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: SPN 304*

**SPN 405 Latin American Poetry & Drama****3 credits**

This course will cover a selection of Latin American poetry and drama. An extended essay in Spanish will be required. This course will normally be offered on a Tutorial Study for one or several students. *Prerequisite: SPN 304*

**SPN 407 Survey of Spanish****3 credits**

This course studies Spanish literature from the Middle Ages to the present. Students will acquire a general knowledge of the history of Spanish literature as well as knowledge of specific texts. *Prerequisite: SPN 304*

**SPN 408 Survey of Spanish American Lit****3 credits**

This studies Spanish American literature from the Colonial period to the present. The student will acquire a general knowledge of the history of Spanish American literature as well as knowledge of specific texts. Special emphasis will be given to the literature of underrepresented groups. *Prerequisite: SPN 407*

**SPN 409 Special Topics****3 credits**

Students concentrate on an area or problem of individual interest. Students consult with the instructor assigned to the course in selecting a topic to be studied.

**SPN 410 Special Topics I & II****4-5 credits**

Students concentrate on an area or problem of individual interest. Students consult with the instructor assigned to the course in selecting a topic to be studied.



**SPN 495 Independent Study****1-4 credits**

Faculty supervised research.

**Liberal Studies Program**

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Students in the Liberal Studies program are offered four tracks of courses. Two of the tracks, along with an Ethics course and an Academic Enrichment course, must be completed in order to fulfill the major requirements.

**Chose 2 Tracks:**

<b>Arabic &amp; Islamic Studies Track</b>		<b>16 credits</b>
ARA 201	Intermediate Arabic I	4
PSY 209	Multicultural Psychology	3
REL 309	Comparative Religions	3
HIS 303	*Seminar in History	3
SOC 303	Cultural Anthropology	3

\* Topic must address Muslim world/issue. HIS 304 is used when the student chooses two tracks requiring HIS 303.

<b>American Cultural Communities Track</b>		<b>15-16 credits</b>
PSY 209	Multicultural Psychology	3
HIS 303	*Seminar in History	3
REL 303	Religion in American Culture <b>OR</b>	
HIS 312	**Urban History of the United States	3
ENG 384	Linguistics I <b>OR</b>	
SPN 201	Intermediate Spanish I	3-4

**Select 1:**

SOC 303	Cultural Anthropology	
SOC 311	The American Community	
SOC 318	Sociological Theory	3

\* Topic must address American Cultural Community/issue. HIS 304 is used when the student chooses two tracks requiring HIS 303.

\*\* May substitute courses with approval of advisor. Suggested courses include ENG 210 Native American Literature, ENG 301 American Literature, ENG 319 African-

American Literature, ENG 320 Studies in African-American Literature, and MUS 323 Jazz in American Culture.

<b>Professional Communication Track</b>		<b>15 credits</b>
COM 400	Special Topics	3
COM 205	Human Communication <b>OR</b>	
ENG 203	Public Speaking	3
<b>Select 1:</b>		
ART 220	Graphics Arts I	
COM 202	Writing and Reporting Across the Media	
ENG 204	**Business Writing	3
<b>Select 1:</b>		
ART 320	Graphic Arts II	
COM 332	Digital Media	
ENG 314	Legal Analysis and Writing	3
<b>Select 1:</b>		
SOC 303	Cultural Anthropology	
SOC 311	American Community	
SOC 318	Sociological Theory	
POL 302	*Political Power & Social Change	3

\* Topic must address Professional/Multimedia Communication issue.

\*\* Student may select approved substitute courses from COM, ENG, and ART.

<b>Interdisciplinary Studies Track</b>		<b>15 credits</b>
*Two courses at the 200 level or higher from one program in the College of Arts, Humanities, and Social Sciences		6
Two courses at the 300 level or higher from a different program in the College of Arts, Humanities, and Social Sciences		6
One Independent Study from a different program in the College of Arts, Humanities, and Social Sciences		3

\*Courses at the 200 level that are part of the University Core do not count toward this track.

<b>Academic Enrichment</b>	<b>3-6 credits</b>
Can be met by Study Abroad, Co-op Education/Internship, Independent Study, or Capstone course.	

<b>Ethics Elective (select one)</b>	<b>3 credits</b>
PHL 208 Business Ethics	3
PHL 215 Ethics	3
PHL 216 Contemporary Moral Problems	3
REL 231 Comparative Religious Ethics	3
PHL 302 God & Philosophy	3
PHL 304 Environmental Philosophy	3
PHL 307 Political Philosophy	3
<b>Total Major</b>	<b>36-41 credits</b>

## Department of Mass Communications

The mission of the **Department of Mass Communications** is to graduate majors who are prepared to work in a variety of positions and media environments. Students are also trained to transition to graduate study in mass communications. There is a strong emphasis on media literacy, multimedia software and platform application, media production, digital media convergence, as well as a strong theoretical and research foundation. These skills are acquired through the use of campus facilities, internships, and faculty-guided research.

The Mass Communications Department offers a BA or BS in mass communications and a minor in mass communications. The mass communications major offers two concentrations/tracks: Digital Communication and Strategic Communication.

Upon graduation, mass communications majors are able to:

1. Analyze, describe and interpret the media content in the context of global society.
2. Apply First Amendment and ethical principles in the production of media.
3. Explain the historical, cultural and economic development of mass media industries, particularly in the United States, as well as and other societies.
4. Write correctly and clearly in forms and styles appropriate to mass media industries and graduate school.
5. Present a professional portfolio or curriculum-related materials that meet the highest standards across mass media industries.
6. Explain the correct use of research methods in connection with broader mass communication theories and methodologies.
7. Explain how new media technologies impact the content, audiences, organizational, and economic nature of contemporary media.

### Graduation Requirements

#### **72-Hour Rule:**

Students must strictly adhere to the 72-Hour Rule standard of the department's accrediting body in journalism and mass communications, Accrediting Council on Education in Journalism and Mass Communication. **The 72-Hour Rule makes the following stipulation:**

*\*All mass communications majors must take a maximum of 48 hours in mass communications and must take a minimum of 72 hours outside journalism and mass communications in order to complete their degree requirements.*

*\*Students who take more than 48 hours in mass communications will have to take additional hours (outside the journalism and mass communications major) beyond the 120 hours required for graduation. For example, if a student takes 54 hours in mass communications, he/she will have to take 126 hours to graduate.*

**Bachelor of Arts in Mass Communications Requirements:**

Any 2 foreign language courses 201 or higher, OR foreign language examination exemption

*\*Students may have to take up to 4 language courses to complete this requirement*

**Bachelor of Science in Mass Communications Requirements:**

2 consecutive language courses or any 2 CSC/ART 102/ART 220/HSC 152

## Mass Communications Major

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Mass communication majors can select only one of the two concentrations: digital communication or strategic communication. The courses in each concentration are not interchangeable, except where noted as eligible electives for each track.

*The **Digital Communication Track** focuses on journalistic and creative writing and production across digital and multimedia platforms.*

*The **Strategic Communication Track** focuses on Marketing, Public Relations, Advertising and strategic communications across digital and multimedia platforms.*

**Required Conceptual Courses: 15 credits**

COM 200 Introduction to Mass Communication	3
COM 201 Mass Media and Society	3
COM 300 Communication Theory	3
COM 401 Research Methods in Mass Communication	3
COM 404 Mass Media Law and Ethics	3

**Required Skill Courses 12 credits**

COM 202 Writing and Reporting Across the Media	3
COM 205 Human Communication	3
COM 207 Media Technology	3
COM 332 Digital Media Strategies and Publishing	3

**Required Practical Elective: 3 credits**

***Choose any one of the following:***

COM 400 Special Topics (Varies by semester)
COM 450 Exploring Media Technology
COM 453 The Lincolnian Management
COM 454 The Student Media Center Practicum
COM 455 Entrepreneurial Journalism
COM 490 Internship in Mass Communications

COM 495 Research/Independent Study

**Choose one (1) Track:**

**Digital Communication Track**

COM 331 Digital News Reporting and Production	3
COM 333 Editing and Multimedia Design	3
COM 416 Television News Producing	3
COM 452 The Lincolnian Practicum	3

**Choose any two of the following electives:** **6**

COM 302 Strategic Communication Principles and Theory	
COM 312 Audio Production	
COM 320 Gender and the Media	
COM 322 African Americans and the Media	
COM 323 Media and Popular Culture	
COM 337 Digital News Photography	
COM 400 Special Topics (Varies by semester)	
COM 450 Exploring Media Technology	
COM 453 The Lincolnian Management	
COM 454 The Student Media Center Practicum	
COM 455 Entrepreneurial Journalism	
COM 490 Internship in Mass Communications	
COM 495 Research/Independent Study	
ENG 314 Legal Analysis & Writing	
ENG 325 Screenwriting	

**Total** **18**

**Strategic Communication Track**

COM 302 Strategic Communication Principles and Theory	3
COM 344 Public Relations Management and Strategies	3
COM 402 Advertising and Integrated Mkg Communications:	3
COM 405 Strategic Communication Campaigns	3

**Total** **12**

**Choose any two of the following electives:** **6**

COM 312 Audio Production	3
COM 320 Gender and the Media	3
COM 322 African Americans and the Media	3
COM 323 Media and Popular Culture	3
COM 333 Editing and Multimedia Design	3
COM 337 Digital News Photography	3
COM 400 Special Topics (Varies by semester)	3

COM 450 Exploring Media Technology	3
COM 452 Lincolnian Practicum	3
COM 453 The Lincolnian Management (Offered to non-majors; Lincolnian staffers)	3
COM 454 The Student Media Center Practicum	3
COM 455 Entrepreneurial Journalism	3
COM 490 Internship in Mass Communications	3
COM 495 Research/Independent Study	3
ENG 314 Legal Analysis & Writing	3
<b>Total</b>	<b>18</b>
 <b>Total Major</b>	 <b>48</b>

Mass communications majors may pursue additional minors and majors in any discipline that the university offers. However, the student should consult with his/her academic advisor and /or Chair before outlining their academic plans.

### Mass Communications Minor

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COM 200 Introduction to Mass Communication	3
COM 201 Mass Media and Society	3
COM 202 Writing and Reporting Across the Media	3
COM 302 Strategic Communication Principles and Theory	3
COM 404 Mass Media Law and Ethics	3
<i>Choose <u>One</u> of the following electives:</i>	3
COM 320 Gender and the Media	
COM 322 African Americans and the Media	
COM 323 Media and Popular Culture	
COM 344 Public Relations Management and Strategies	
COM 452 The Lincolnian Practicum	
COM 453 The Lincolnian Management	
COM 455 Entrepreneurial Journalism	
COM 495 Research/Independent Study	
 <b>Total</b>	 <b>18</b>

### Mass Communications Course Descriptions

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**COM 200 Introduction to Mass Communication** **3 credits**  
This course provides an introductory historical and critical survey of the audio, video, print, and film media with special emphasis on the aesthetic contribution and cultural assimilation involved in their development. This course will expose students to the systems of mass communications and the various types of careers available in the mass media industries. It will highlight the technological inventions and innovations that have

made different types of media accessible to media consumers and producers across the globe. Students will also learn the basics of different theories of mass media, particularly as it pertains to the media industries' ability to influence our perception of the world.

*Prerequisite: ENG 102, minimum grade C*

**COM 201 Mass Media and Society** **3 credits**

In this course students learn to analyze the structures and content of major mass media forms and the impact of the media on individuals, groups and social institutions. The course will survey a wide range of communication problems in the context of media consumption, writing and reporting on individuals from different religious, social, ethnic, and educational backgrounds. Students learn cultural competency in an effort to effectively understand how people from different countries and culture act, communicate, and perceive the world around them. *Prerequisite: COM 200 (Co-requisite if not already taken)*

**COM 202 Writing and Reporting Across the Media** **3 credits**

This course introduces students to the basics of writing in a professional environment, and to the various forms of writing for the mass media. These forms include news stories for print, broadcast, online and writing for strategic communication. *Prerequisite: COM 200 (Co-requisite if not already taken)*

**COM 205 Human Communication** **3 credits**

A critical thinking based course designed to introduce students to various communication contexts. The course includes practice in informative and persuasive speaking, critical listening and observation, evaluation of persuasive messages, interpersonal communication and group communication and theories of human communication.

**COM 207 Media Technology** **3 credits**

This course covers the use of audio and visual media to tell news stories. Students learn how to use photography, videography, and audio to tell compelling stories. They develop and report multimedia news stories. The course also explores basic concepts of new media as well as the role digital media (aka "new media") technologies play in society. Students will engage with digital media technology throughout the course in order to gain practical experience with new media. Students will learn how to plan, design and create multimedia content. *Prerequisite: COM 202 (Co-requisite if not already taken)*

**COM 300 Communication Theory** **3 credits**

This introductory course addresses the major theoretical issues, approaches to, and applications of communication studies. This course will survey Interpersonal Communication, group communication, rhetoric, intercultural and mass communications. Historical, current, and practical critiques of each theory will be conducted. *Prerequisites: COM 201, COM 202, COM 205*



**COM 302 Strategic Communication Principles and Theory** **3 credits**

This is an introductory course that explores strategic communications principles, persuasion, theories, research, and industry practice. This course will outline the areas of strategic communications (public relations, advertising and integrated marketing) as an integral part of mass communications. Students will learn the theoretical background and practical uses of strategic communications to deliver messages that reach publics and target audiences. Additionally, this course will introduce students to strategic communications careers. *Prerequisite: COM 201*

**COM 312 Audio Production** **3 credits**

This course introduces students to the theory and practice of audio production for digital media. Students are taught principles of sound recording, digital editing and special effects, with applications to newsgathering and production, audio streaming, and digital film/video production. *Prerequisites: COM 202, COM 207*

**COM 320 Gender and the Media** **3 credits**

This course examines intersectional representations of race, class, gender, and sexual identity in the media. It will survey issues of authorship, audience, and the ways in which various media content (online, film, television, journalism, advertising and public relations) enables, facilitates, and challenges these social constructions in society. It will also consider gender in media industries. It will introduce students to feminist and critical approaches to media. The course will also survey the images and impact of women in media. *Prerequisites: COM 201, COM 202, COM 205*

**COM 322 African Americans and the Media** **3 credits**

The purpose of this course is to describe and analyze the unique contributions of African-Americans to the industry. Further, the course will examine historically the trends and treatments of African Americans by the American media establishment. This course serves as an elective course for communication majors. *Prerequisite: COM 201*

**COM 323 Media and Popular Culture** **3 credits**

This course will examine the role of popular culture in everyday life, with a particular emphasis on the organization of mass media industries, the relationship between cultural consumption and social status, and the social significance of leisure activities from sports to shopping. *Prerequisite: COM 201*

**COM 331 Digital News Reporting and Production** **3 credits**

Students work in the field to research, shoot, write, and edit news stories. They develop reporting and interviewing skills, visual acuity, utility for the eye and ear and general video performance abilities. *Prerequisites: COM 200, COM 202, COM 205, COM 207*

**COM 332 Digital Media Strategies and Publishing** **3 credits**

An online structure is required for every media organization, and media professionals must be proficient in using online tools and resources. This course will prepare students for these advancements by teaching the basics of producing media content and strategically planning for distribution across both Web and mobile platforms. Areas of focus will include online storytelling, digital imaging and photo journalism, multimedia presentations, responsible use of social media, blogging, and the legal and ethical challenges created by the free flow of information on the Internet. *Prerequisites: COM 202, COM 207*

**COM 333 Editing and Multimedia Design** **3 credits**

Students develop and practice the craft of digital editing, copyediting, and layout across multimedia platforms. They learn to edit stories for content, structure, word usage and story flow. Students learn appropriate software to design pages and edit still and moving images. *Prerequisites: COM 200, COM 202, COM 207*

**COM 337 Digital News Photography** **3 credits**

This course explores photography as a storytelling medium. The course develops skills such as shooting pictures on deadline, writing precise and compelling cutlines, and editing for impact. *Prerequisite: COM 207*

**COM 344 Public Relations Management and Strategies** **3 credits**

This is an advanced course that focuses on the structure of public relations agencies/departments, account management and planning, reputation management, relationship building, crisis communication, conflict resolution, messaging, writing, design, and new technologies. Students will learn the fundamentals of constructing public relations plans by developing goals, objectives, strategies and tactics that are necessary for executing successful campaigns. *Prerequisites: COM 202, COM 302*

**COM 400 Special Topics (Varies by semester)** **3 credits**

*Prerequisite: COM 202 and permission of the instructor*

**COM 401 Research Methods in Mass Communication** **3 credits**

This course is designed to introduce students to quantitative and qualitative methodologies of mass communication research, with emphasis on the research process, research design, and methods of data collection. It will contribute to a broader foundation in Mass Communication and Journalism by exposing students to techniques of data gathering and measurement, including sampling, interviewing, content analysis, critical analysis, and conducting surveys. *Prerequisite: COM 300*

**COM 402 Advertising and Integrated Marketing Communications** **3 credits**

In this advanced course students will learn about the structure of advertising agencies/departments, account management and planning, relationship building, advertising/IMC strategies and tactics, psychological and creative processes, branding and positioning, art and copy, and new technologies. This course will also introduce

students to the processes of creating advertisements and developing advertising campaigns. *Prerequisite: COM 302*

**COM 404 Mass Media Law and Ethics** **3 credits**

This course introduces students to legal and ethical questions faced by journalists and other mass media professionals. Case studies from the news media and U.S. Supreme Court opinions are examined. *Prerequisite: COM 300*

**COM 405 Strategic Communication Campaigns** **3 credits**

This is a capstone course in which students will be trained on the execution of public relations, advertising and integrated marketing campaigns from B-to-C and/or non-profit communications objectives with the overarching goal of building students' professional portfolios. Students will also learn to manage online communities in the face of social media evolution. Ideally, students will select a client to represent or they will work directly with either a media related business or strategic communications agency. *Prerequisites: COM 322 and either COM 344 or COM 402*

**COM 416 Television News Producing** **3 credits**

In this course students will learn and practice the basics of broadcast news producing. While the focus will be on television news, students will learn to produce news content across digital platforms. Students will practice and refine the skills required to produce news stories with the complex and creative techniques necessary for broadcast news production in a multimedia environment. *Prerequisites: COM 331 and either COM 332 or COM 333*

**COM 450 Exploring Media Technology** **3 credits**

This course explores basic concepts of new media as well as the role emerging media technologies play in society. *Prerequisite: COM 207*

**COM 452 The Lincolnian Practicum** **1-3 credits**

This course offers practical experience in journalism via the online student news outlet, The Lincolnian. Students will complete regular writing and digital content assignments that demonstrate mastery of journalistic writing, production, and AP news style. *Prerequisite: COM 202 (Mass Comm majors) or ENG 102, minimum grade B (non-Majors)*

**COM 453 The Lincolnian Management** **3 credits**

This course is an elective course for students who will study staff organization, advertising, business management, journalistic writing, editing, page make-up and design, photography, desktop publishing and computer skills, and the publication process for *The Lincolnian*. *Prerequisites: COM 202, COM 207, and either COM 344, COM 402, or COM 452*

**COM 454 The Student Media Center Practicum** **3 credits**

This course offers practical experience in media production at the Student Media Center, or strategic communication in the Office of Communications. Students will complete an advanced practicum with hands on learning experiences in a fast paced environment. *Prerequisites: permission of the instructor, COM 207, and either COM 331, COM 333, COM 344, or COM 402*

**COM 455 Entrepreneurial Journalism** **3 credits**

This course introduces students to the basics of entrepreneurship and evolving business models for media. It blends instruction in general entrepreneurship concepts with how the online and digital technologies are transforming media economics, using recent news and communication startups as case studies for applying entrepreneurial principles. Students will identify, develop and pitch ideas for media businesses; research and write a business case study; and perform skill-building exercises in business analysis and digital technologies. *Prerequisite: COM 452*

**COM 490 Internship in Mass Communications** **3 credits**

Students will apply theories and principles learned in the classroom to a professional internship in their chosen field of study, either on campus or in the community. Throughout the internship, students will complete various tasks designed to reflect and enhance the internship experience including weekly reports and creating a professional portfolio. *Prerequisites: permission of the instructor, COM 207, and either COM 331, COM 332, COM 333, COM 344, or COM 402*

**COM 495 Research / Independent Study** **1-4 credits**

Independent Study *Prerequisites: COM 207, COM 300*

## Department of Visual and Performing Arts

### Mission Statement

The Mission of the Music program is to: (1) prepare students for careers and further study in music performance by delivering a creative and comprehensive curriculum of music with emphasis on an orchestral or band instrument, voice or piano that prepares students to begin careers as performers and/or educators; (2) expand knowledge and understanding of music through research and lectures; (3) enrich the general cultural life of the university community through concerts, recitals, and seminars.

### Entrance Requirements

Entering music majors are encouraged to begin the music major curriculum during their first semester at Lincoln University. In order to determine the entering student's performance proficiency and musical background, an audition and a placement exam are required *before enrolling in music courses*. Students who do not earn a satisfactory score on the Music Placement Examination are required to enroll in MUS 100 – Music Fundamentals before enrolling in MUS 101 and MUS 105.

All music majors are required to audition before the music faculty on a solo instrument or voice. Appointments for auditions and other music tests may be made through the Department of Performing Arts. *Auditioning students must bring their own music scores*. An accompanist will be provided.

Students with deficiencies in performance and who are accepted by the Department on probation must enroll in developmental applied music in voice or instrumental music for a maximum of four semesters or until the minimum standards are reached for enrollment in Applied Music in voice or instrumental performance. This status may require the student to continue to study beyond the normal four-year period.

Before the end of the sophomore year, approval must be obtained in writing from the chairperson in order to continue in the major.

### Graduation Requirements

The following are the requirements for Music leading to the Bachelor of Arts degree:

- Students must pass a Sophomore Review (third semester or equivalent for transfer students) of their music, repertoire and activities, according to the plan of study and concentration developed with the student's advisor. The chair and at least one other faculty member will evaluate student work. Students who do not pass the Sophomore Review may be directed to provisional remedies for a follow-up review, or directed to another major.
- Students must complete all courses required by the university and those required for Music, applicable to the specifications in the catalog during the first year of enrollment.

- Students must maintain a minimum grade set by the university in all courses in the major (catalog).
- Students must submit a writing portfolio in accordance with university and department requirements (developed through the course of study).
- Students must prepare and present a Senior Recital. Music majors are required to also prepare and present a Junior Recital.
- Students must demonstrate piano proficiency.

### Language Requirement

The **Bachelor of Arts** degree requires **two years (four semesters)** of a foreign language.

### Music Program

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#### Core Courses for Voice and Instrumental Majors 42 credits

MUS 100 Fundamentals of Music	2
MUS 101 Ear Training and Sight Singing I	2
MUS 102 Ear Training and Sight Singing II	2
MUS 105 Music Theory I	3
MUS 106 Music Theory II	3
MUS 205 Advanced Theory III	3
MUS 206 Advanced Theory IV	3
MUS 203 Music Literature and Styles I	3
MUS 204 Music Literature and Styles II	3
MUS 303 Music Literature and Styles III	3
MUS 220 Instrumental Conducting	1
MUS 421 Form and Analysis	3
MUS 321 Arranging	3
<b>OR</b>	
MUS 322 Composition	
<b>Eight semesters at one credit per semester</b>	
MUS 2xx Private Lessons	8

#### Vocal Performance Requirements 23 credits

MUS 107 Piano I	1
MUS 108 Piano II	1
MUS 226 Vocal Diction (English and Italian)	2
MUS 227 Vocal Diction (French and German)	2
MUS 2E1 Concert Choir (8 semesters at 1 credit per semester)	8
MUS 2E2 Opera Workshop (3 semesters at 1 credit per semester)	3
MUS 390 Junior Recital	1
MUS 490 Senior Recital	1
MUS 409 Vocal Pedagogy I	1
MUS 410 Vocal Pedagogy II	1

<b>Instrumental Performance Requirements</b>	<b>23 credits</b>
MUS 107 Piano I	1
MUS 108 Piano II	1
MUS 219 Choral Conducting	3
MUS 2E9 Marching Band (4 semesters at 1 credit per semester)	4
MUS 2E7 Concert Band (4 semesters at 1 credit per semester)	4
MUS 390 Junior Recital	1
MUS 490 Senior Recital	1
MUS 2R1 Recital Seminar (Junior)	1
MUS 2R1 Recital Seminar (Senior)	1
MUS 407/408 Piano Pedagogy I & II	2
<b>OR</b>	
MUS 411/412 Instrumental Pedagogy I & II	2
Chamber Music – 4 semesters at 1 credit per semester of either:	4
MUS 2E3 Jazz Ensemble	
MUS 2E4 String Ensemble	
MUS 2E5 Woodwind Ensemble	
MUS 2E6 Brass Ensemble	

<b>Free Electives for Vocal and Instrumental Majors*</b>	<b>6 credits</b>
MUS 323 Jazz in American Culture	3
MUS 422 Introduction to Music Technology	3

\*It is strongly suggested that students take both music courses as free electives, however, students will not be penalized for taking other electives that contribute to their overall evolution as knowledgeable undergraduate students from Lincoln University.

### Music Minor Requirements – For non-Music Majors

Departmental approval is required for students wishing to achieve a documented Music minor. Interested students should schedule an appointment with the Chair of the Visual and Performing Arts Department to develop a plan of study regarding choice of courses and sequencing.

The Music minor requires (24) credit hours of area offerings:  
*Four (4) required courses and (1) elective.*

	<b>9 credits</b>
MUS 105 Music Theory I	3
MUS 106 Music Theory II	3
MUS 203 Music Literature and Styles I	3
	<b>3 credits</b>
MUS 2E1 Concert Choir - 1st semester	1

MUS 2E1 Concert Choir - 2nd semester	1
MUS 2E1 Concert Choir - 3rd semester	1
<b>OR</b>	
MUS 2E7 Concert Band (Instrumentalists) - 1st semester	1
MUS 2E7 Concert Band - 2nd semester	1
MUS 2E7 Concert Band - 3rd semester	1
	<b>4 credits</b>
Applied Voice or Instrument - 1st semester	1
Applied Voice or Instrument - 2nd semester	1
Applied Voice or Instrument - 3rd semester	1
Applied Voice or Instrument - 4th semester	1
	<b>4 credits</b>
MUS 2K6 Piano Ensemble - 1st semester	1
MUS 2K6 Piano Ensemble - 2nd semester	1
MUS 2K6 Piano Ensemble - 3rd semester	1
MUS 2K6 Piano Ensemble - 4th semester	1
<b>OR</b>	
MUS 2E2 Opera Workshop - 1st semester	1
MUS 2E2 Opera Workshop - 2nd semester	1
MUS 2E2 Opera Workshop - 3rd semester	1
MUS 2E2 Opera Workshop - 4th semester	1
<b>OR</b>	
MUS2E3 Jazz Ensemble - 1st semester	1
MUS2E3 Jazz Ensemble - 2nd semester	1
MUS2E3 Jazz Ensemble - 3rd semester	1
MUS2E3 Jazz Ensemble - 4th semester	1
<b>Free Electives (Choose One)</b>	<b>3 credits</b>
MUS 323 Jazz in American Culture	3
MUS 422 Introduction to Music Technology	3
<b>Total Number of credits</b>	<b>22 credits</b>

### Student Learning Outcomes for the Music Major

1. Students will demonstrate knowledge and development of physical coordination and technical skill required for specific musical activity (singing, instrumental performance and ensemble participation).
2. Students will demonstrate knowledge and skills necessary to prepare for performance independent of the applied music instructor.
3. Students will be able to articulate knowledge of applicable performance pedagogy including teaching methods and repertory.



4. Vocal majors will be able to sing in four languages: English, Italian, French and German.
5. Students will be able to discuss the elements of music, the historical eras of musical style, and the general characteristic forms of the historical eras.
6. Students will be able to demonstrate knowledge of essential form, harmony, and structure in traditional western music.
7. Students will develop musicianship to the highest possible level in areas of ensemble playing or singing through collaborative understanding and knowledge of literature through varied ensemble experience.

## Music Course Descriptions

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### **MUS 100 Music Fundamentals** **2 credits**

This course covers the study of the basic musical elements that comprise a musical composition, in addition to the practice of reading and writing music, and elementary aural skills as a prerequisite to Music Theory/Ear Training and Sight Singing. Open to all students.

### **MUS 101 Ear Training & Sight Singing I** **2 credits**

This course includes instruction and practice in sight singing, aural perception, and dictation.

### **MUS 102 Ear Training & Sight Singing II** **2 credits**

This course includes instruction and practice in sight singing, aural perception, and dictation.

### **MUS 105 Music Theory I** **3 credits**

This course includes instruction and study of: scales, intervals, triads, and their inversions; non harmonic tones, dominant sevenths, and modulation. Melodic and harmonic study. Simple analysis of form.

### **MUS 106 Music Theory II** **3 credits**

This course includes instruction and study of: scales, intervals, triads, and their inversions; non harmonic tones, dominant sevenths, and modulation. Melodic and harmonic study. Simple analysis of form. *Prerequisite: MUS 105*

### **MUS 107 Piano I** **1 credit**

This course consists of class instruction in piano.

### **MUS 108 Piano II** **1 credit**

This course consists of class instruction in piano.

### **MUS 109 Vocal Instruction I** **1 credit**

This course consists of Instruction in Voice.

**MUS 110 Vocal Instruction II** **1 credit**  
 This course consists of Instruction in Voice.

**MUS 200 Introduction to Music** **3 credits**  
 Part of the course is devoted to a survey of the fundamentals of music. Major developments in the music of the Western world from the Middle Ages to our own time are traced, with special attention being given to the different styles of music developed in the United States. *Prerequisite: ENG 099*

**MUS 203 Music Literature and Styles I** **3 credits**  
 This course is required of all music majors and open to others interested with consent of the instructor. It includes the study of music history and literature of the Medieval, Renaissance, Baroque and Classical Periods.

**MUS 204 Music Literature and Styles II** **2-3 credits**  
 This course is required of all music majors and open to others interested with consent of the instructor. It includes the study of music history and literature of the Medieval, Renaissance, Baroque and Classical Periods.

**MUS 205 Advanced Theory III** **3 credits**  
 This course includes the study of advanced harmony, chromatic alterations, modulations, analysis of masterworks and original compositions, problems in elementary counterpoint and keyboard harmony.

**MUS 206 Advanced Theory IV** **3 credits**  
 This course includes the study of advanced harmony, chromatic alterations, modulations, analysis of masterworks and original compositions, problems in elementary counterpoint and keyboard harmony. *Prerequisite: MUS 205*

**MUS 207 Class Piano III** **1 credit**  
 This course consists of class instruction in piano. It is open to all students.  
*Prerequisite: MUS 108*

**MUS 208 Class Piano IV** **1 credit**  
 This course consists of class instruction in piano. It is open to all students.  
*Prerequisite: MUS 207*

**MUS 219 Choral Conducting** **1-2 credits**  
 This course emphasizes the study and practice of the techniques of conducting choral ensembles of varying styles with special attention to rehearsal and performance techniques.

**MUS 220 Instrumental Conducting** **2 credits**

This course includes the study and practice of the techniques of conducting instrumental ensembles of varying styles with special attention to rehearsal and performance techniques. *Prerequisite: MUS 219*

<b>MUS 226 Vocal Diction Italian &amp; English</b>	<b>2 credits</b>
<b>MUS 227 Vocal Diction French &amp; German</b> <i>Prerequisite: MUS 226</i>	<b>2 credits</b>
<b>MUS 2E1 Concert Choir</b>	<b>1-3 credits</b>
<b>MUS 2E2 Opera Workshop</b>	<b>1-3 credits</b>
<b>MUS 2E3 Jazz Ensemble</b>	<b>1-3 credits</b>
<b>MUS 2E4 String Ensemble</b>	<b>1 credit</b>
<b>MUS 2E5 Woodwind Ensemble</b>	<b>0.50-1 credit</b>
<b>MUS 2E6 Brass Ensemble</b>	<b>0.50-1 credit</b>
<b>MUS 2E7 Concert Band</b>	<b>1-3 credits</b>
<b>MUS 2E8 Hand Bell Choir</b>	<b>0.50-1 credit</b>
<b>MUS 2E9 Marching Band</b>	
<b>MUS 2K1 Piano Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2K2 Organ Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2P1 Percussion Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2R1 Recital Seminar</b>	<b>1-2 credits</b>
<b>MUS 2S1 Violin Private Lesson</b>	<b>1-2 credits</b>
<b>MUS 2S2 Viola Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2S3 Cello Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2S4 Bass Private Lessons</b>	<b>1-2 credits</b>
<b>MUS 2S5 Guitar Private Lessons</b>	<b>1-2 credits</b>

**MUS 2V1 Voice Private Lessons** **1-2 credits**

**MUS 2W1 Flute Private Lessons** **1-2 credits**

**MUS 2W2 Clarinet Private Lessons** **1-2 credits**

**MUS 2W3 Saxophone Private Lessons** **1-2 credits**

**MUS 2W4 Trumpet Private Lessons** **1-2 credits**

**MUS 2W5 Trombone Private Lessons** **1-2 credits**

**MUS 2W6 Tuba Private Lessons** **1-2 credits**

**MUS 2W7 French Horn Lessons** **1-2 credits**

This course consists of individual French horn lessons. It is intended for students who are interested in developing into accomplished horn players. The focus is on fundamental skills and topics such as technique, music fundamentals, solo literature, and the study and performance of appropriate repertoire in the studio and in public.

**MUS 303 Music Literature & Styles III** **2 credits**

This course provides chronological survey of music from the Classical Period to the present day, with emphasis on musical style. *Prerequisites: ENG 101, MUS 204*

**MUS 321 Arranging** **3 credits**

This course provides a study of the basic techniques in scoring for chorus, orchestra, band and ensembles. It covers: ranges and transposition of voices and instruments; idiomatic writing, score reading, and clef transposition. Computer literacy required.

**MUS 322 Composition** **3 credits**

This course provides an introduction to the principles of music composition with creative projects in vocal and instrumental media. Computer literacy required.

**MUS 323 Jazz in American Culture** **3 credits**

This course offers a comparative study of musical elements that comprise the individual style of jazz as it evolved from 1900 to the present. Open to all students. *Prerequisite: ENG 101*

**MUS 390 Junior Recital** **1-3 credits**

Recital Seminar is designed as a compendium for Junior and Senior Recitals. The course explores the various elements in giving a successful public performance.

**MUS 407 Piano Pedagogy I** **1 credit**

These courses involve the techniques, literature, and methodologies designed to prepare piano majors to teach piano in individual and class settings.

**MUS 408 Piano Pedagogy II** **1 credit**

These courses involve the techniques, literature, and methodologies designed to prepare piano majors to teach piano in individual and class settings.

**MUS 409 Voice Pedagogy I** **1 credit**

This course focuses on the anatomy of the voice from the physiological perspective to the mechanics of breath control and vocal tone production.

**MUS 410 Vocal Pedagogy II** **1-3 credits**

This course is designed to teach Part II anatomy and physiology of the singing voice, give practical experience in teaching voice, and feedback on the vocal teaching experience.

**MUS 411 Woodwind Pedagogy I** **1-3 credits**

Woodwind Pedagogy I is a one semester course for woodwind performance instrumental majors to study the art of teaching. The course will focus on pedagogical concepts, history and an exploration and examination of significant study materials for woodwind instruments.

**MUS 412 Woodwind Pedagogy II** **1-3 credits**

Woodwind Pedagogy II is a one semester course for woodwind performance instrumental majors to study the art of teaching. The course will focus on pedagogical concepts, history and an exploration and examination of significant study materials for woodwind instruments.

**MUS 413 Brass Pedagogy I** **1-3 credits**

Brass Pedagogy I is one semester course for brass performance instrumental majors to study the art of teaching. The course will focus on pedagogical concepts, history and an exploration and examination of significant study materials for brass instruments.

**MUS 414 Brass Pedagogy II** **1-3 credits**

Brass Pedagogy II is a one semester course for brass performance instrumental majors to study the art of teaching. The course will focus on pedagogical concepts, history and an exploration and examination of significant study materials for brass instruments.

**MUS 415 String Teaching Methods** **1 credit**

This course covers the fundamentals of: playing violin, viola, cello and bass; teaching skills; maintenance techniques.

**MUS 421 Form and Analysis****3 credits**

This course is a study of the compositional process as observed in selected examples of music literature, predominately from the common practice period. Various analytical approaches are employed. Computer literacy required.

**MUS 422 Intro to Music Technology****3 credits**

This course is a study of the creation, control synthesis and recording of sounds in various environments using traditional and contemporary techniques, including electrical and computer techniques.

**MUS 490 Senior Recital****1-3 credits**

The Senior Recital represents the final applied music project for music majors. A public recital will be given during senior-level applied study with the approval of the applied teacher.

## Visual Arts – Center of Excellence

**MISSION STATEMENT**

The mission of the Visual Arts Program within the Department of Visual and Performing Arts is providing academic, aesthetic, and technical challenges through a diverse curriculum to talented students who are interested in the production, analysis and promotion of the Visual Arts. Our faculty offers well-organized curricula in a nurturing environment where students are stimulated to ask questions, enabled to solve problems, and challenged to become competitive in their chosen field of study. The Visual Arts Program provides our students with an understanding of the important role played by African Americans in the arts and challenges them to evolve that knowledge into an understanding of their role in the arts within a technologically infused global environment.

**VISUAL ARTS MAJOR**

The visual arts major offers two tracks – studio arts and museum studies. Students are prepared for a wide range of opportunities, including entry-level employment in various departments of museums, galleries and other cultural enterprises, and careers as independent artists or graphic designers. Both tracks include courses that will prepare our graduates to meet entrance requirements for graduate programs in museum studies, art history, art education and studio arts.

All visual arts majors benefit from core coursework that provides a solid foundation in studio design basics, media manipulation, the computer as a tool for art and design, the history of world art, and the scope of museum studies. The curriculum includes lecture and studio courses coupled with out-of-classroom experiences geared toward analyzing diverse art forms and understanding the role museums play in the preservation of artistic heritage and the presentation of contemporary visual art.

Common courses include the following:

- *ART 100 Fundamentals of 2-D Design*
- *ART 101 Fundamentals of 3-D Design*
- *ART 102 Introduction to Computer Arts*
- *ART 103 Introduction to Color and Media*
- *ARH 211 Art History I*
- *ARH 212 Art History II*
- *MSM 210 Museums and Collections I*
- *MSM 218 Barnes History and Methodology*

Students select a plan of study with a faculty advisor based on progressive requirements in Museum Studies and Art History courses or a Studio discipline. Within Studio Arts a concentration focus in painting, printmaking, graphic design or ceramics is selected. A Museum Studies direction may encompass interests in exhibition curating, arts administration, research, or communications and publicity.

A unique feature of our program is our collaboration with the Barnes Foundation.

“The Barnes Foundation houses one of the finest collections of French early Modern and Post-impressionist paintings in the world. An extraordinary number of masterpieces by Renoir, Cezanne and Matisse provide a depth of work by these artists unavailable elsewhere. The collection also includes works by Picasso, Seurat, Rousseau, Modigliani, Soutine, Monet, Manet, Degas and others. Art from around the globe is grouped with fine examples of antique furniture, ceramics, hand-wrought iron, and Native American jewelry. The Barnes Foundation is much more than an art collection. It is the vibrant reflection of a life inspired by humanity and creative expression.” (The Barnes Foundation)

During the 1940s, Dr. Horace Mann Bond, the president of Lincoln University, and Dr. Albert C. Barnes, the founder and creator of The Barnes Foundation met. Dr. Bond had a passion for delivering quality higher education to an underserved population, and Dr. Barnes had a passion for advancing the appreciation of art and advancing education to a people who were underserved.

The Visual Arts Program has worked collaboratively with the Barnes Foundation to develop a course offering university credits. This three (3) credit course covers select concepts from the Barnes Foundation’s Visual Literacy course, including an analysis of the “ensembles” arranged by Dr. Barnes. This course provides our students with an introduction to concepts put forth by Dr. Barnes to analyze artworks with a “heightened visual perception.”

### **Art Studios and Campus Facilities**

On Lincoln University campus, the program is housed in Ware Center for the Fine Arts, a building that was recently renovated, with several top-of-the-line art labs and seminar

rooms. They include a Ceramic Studio, 2-D/3-D Design Studio, Printmaking Studio, Painting/ Drawing Studio, a high-tech lecture room, and a 16-station Mac computer lab. The International Cultural Center (ICC) gallery, Lincoln University Collection of African Art & Material Culture and the newly opened Danjuma African Art Center serve as premier resources for research and hands-on experiential learning for our students.

### **Visual Arts Major – Studio Arts Track (B.A. or B.S.)**

Students predominantly interested in practicing art in any of a variety of applications choose this track with a faculty advisor who will guide them toward an art concentration such as painting, printmaking, ceramics or graphic design, supported by additional coursework. Advisors also help students choose a complementary Minor in another department or coursework from other areas as electives that may further their goals. Those in the Studio Art track are encouraged to choose ARH and MSM electives. Visual arts major – Museum studies track (B.A.).

### **Visual Arts Major – Museum Studies Track (B.A.)**

Students predominantly interested in working with art and artifacts in museums or galleries and/or research in visual arts areas choose this track with a faculty advisor who will guide them towards concentrations such as arts administration and promotion, art historical applications, or collections management, supported by coursework. Advisors also help students choose a complementary Minor in another department or coursework from other areas as electives that may further their goals, for example, Education, Communications or Anthropology. Those in the Museum Studies track are encouraged to choose ART electives.

## **Visual Arts Major Requirements**

### **Admission Requirements**

The program seeks to recruit students with strong academic and artistic skills interested in pursuing studio art and/or design careers, and those interested in museum-related pursuits.

Visual arts majors are requested to submit writing sample/s (essay or term paper, beyond the general application essay) and a disk with images or an abbreviated original art/design portfolio. (Writing and art are weighed according to program interests.)

Students seeking major status without a portfolio are generally required to successfully complete (B or better) ART 200 - Introduction to Art and at least one studio or art history course.

### **Graduation Requirements**

The following are the requirements for the visual arts major leading to the Bachelor of Arts or Bachelor of Science degree:

1. Students must pass a sophomore and/or Junior Review of their art and activities, according to the plan of study and concentration developed with the student's



advisor. This is done as preparation for developing a thesis for the student's Senior Seminar Exhibit/Presentation. A visual arts faculty committee of at least two evaluates student work. Students who do not pass the Sophomore Review may be directed to provisional remedies for a follow-up review, or directed to another major at that time.

2. Students must complete all courses required by the university and those required for the Museum Studies or Studio Art curricula, according to specifications in the catalog operative the year the student declares the major. (Provisional exceptions may be made in individual cases going forward; however, students cannot use requirements in a catalog dated before the year in which they declare the major.)
3. Students must maintain a minimum grade set by the university in all courses in the major (catalog).
4. Students must submit a writing portfolio in accordance with university and department requirements (developed through the course of study). A provisional passing score for the student's WPP (Writing Proficiency Portfolio) must be completed prior to enrolling in ART 490 - Senior Seminar.
5. Students must have completed a substantial body of work based on their Senior Seminar Thesis prior to enrolling in ART 490 - Senior Seminar. This body of work may be completed in their 400-level studio or in an Independent Study course.
6. Students must make a public presentation in association with ART490 coursework that focuses on work done in support of their Senior Seminar Thesis that may also be accompanied by an exhibit of their artworks.

### Language Requirement

The **Bachelor of Arts** degree requires **two years (four semesters)** of a foreign language.

### Visual Arts Program

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#### Museum Studies Track

<b>Studio Core</b>	<b>12 credits</b>
ART 100 Fundamentals of 2-D Design	3
ART 101 Fundamentals of 3-D Design	3
ART 102 Introduction to Digital Imaging	3
ART 103 Introduction to Media and Color	3
<b>Art History Courses</b>	<b>15 credits</b>
ARH 211 Art History I	3
ARH 212 Art History II	3
ARH 216 Art Theory and Criticism	3
ARH 375 African American Art History	3

ARH 376 African Art	3
<b>Museum Studies Courses</b>	<b>9 credits</b>
MSM 210 Museums and Collections I	3
MSM 220 Collections Management and Care	3
MSM 218 Barnes History and Methodology**	3
**Course developed and taught by Barnes Foundation instructor (history and development of the Barnes Collection and aesthetic principles of founder, Dr. Albert Barnes and associates)	
<b>Language Requirement for Museum Studies Track</b>	<b>8 credits</b>
Intermediate Foreign Language 201	4
Intermediate Foreign Language 202	4
<b>Academic Enrichment</b>	<b>6 credits</b>
Study Abroad/Internship/Independent Study	3
ART 490 Senior Seminar	3
<b>Total</b>	<b>50 credits</b>

Internships consist of site work delineated and reported by site supervisor, along with related writing/reporting assignments given by Dept. Advisor contracted at student registration.

*Depending on degree goal for Studio Art students, remaining university credits may be geared towards a Minor in another area and/or Free Electives. Some overlap is permitted.*

## Studio Arts Track

<b>Studio Core</b>	<b>12 credits</b>
ART 100 Fundamentals of 2-D Design	3
ART 101 Fundamentals of 3-D Design	3
ART 102 Introduction to Digital Imaging	3
ART 103 Introduction to Media and Color	3

## Studio Courses and Studio Track **21 credits**

Four (4) 200 Level courses	12
ART 205 Drawing I	
ART 210 Ceramics I	
ART 215 Printmaking I	
ART 220 Print Production: Graphic Arts I	
ART 225 Painting I	
ART 260 Digital Photography I	

Two (2) 300 Level courses	6
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ART 305 Drawing II	
ART 310 Ceramics II	
ART 315 Printmaking II	
ART 320 Web Publication Design: Graphic Arts II	
ART 325 Painting II	
ART 360 Digital Photography II	
One (1) 400 Level course	3
ART 405 Drawing III	
ART 410 Ceramics III	
ART 415 Printmaking III	
ART 420 Layout and Typography: Graphic Arts III	
ART 425 Painting III	
<b>Art History</b>	<b>9 credits</b>
ARH 211 Art History I	3
ARH 212 Art History II	3
One of the following courses:	3
ARH 375 African American Art History	
ARH 376 African Art History	
<b>Museum Studies</b>	<b>6 credits</b>
MSM 210 Museums and Collections I	3
MSM 218 Barnes History and Methodology**	3
**Course developed and taught by Barnes Foundation instructor (history and development of the Barnes Collection and aesthetic principles of founder, Dr. Albert Barnes and associates)	
<b>Academic Enrichment</b>	<b>3 credits</b>
ART 490 Senior Seminar	3
<i>Depending on degree goal for Studio Art students, remaining university credits may be geared towards a Minor in another area and/or Free Electives. Some overlap is permitted.</i>	
<b>Total Credits</b>	<b>51 credits</b>

## Visual Arts Minor

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### ***(For non-visual arts majors)***

Departmental approval is required for students wishing to achieve a documented Visual Arts Minor. Interested students should schedule an appointment with an advisor in the

Visual Arts Program to develop a plan of study regarding choice of courses and sequencing.

The Visual Arts minor requires (18) credit hours of area offerings:

Four (4) required courses and (2) electives.

**Courses required for the minor include:**

ART 100 Fundamentals of 2-D Design	
-or-	3
ART 101 Fundamentals of 3-D Design	
ART 102 Introduction to Digital Imaging	
-or-	3
ART 103 Introduction to Color and Media	
ARH 211 History of Art I	
-or-	3
ARH 212 History of Art II	
MSM 210 Museums and Collections I	
-or-	3
MSM 218 Barnes History and Methodology	
<b>Plus two elective Visual Arts courses beyond ART 200*</b>	<b>6</b>
<b>Total Number of Credits</b>	<b>18 credits</b>

\*ART 200 is suggested to fill a university core humanities requirement, which will provide a good foundation for a Minor in Visual Art

## Visual Arts Course Descriptions

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**ARH 211 Art History I** **3 credits**

Art History I will provide students with an understanding and appreciation of works of art and architecture of high aesthetic quality and significance produced by cultures throughout the world from the Paleolithic Period through the 13<sup>th</sup> century. Designed around a rough chronology and examined through the cultures that produced the works, this course also provides a brief exploration of art through social, religious, political and economic context. This course also prepares students with a foundation of art and architecture terminology, technology, and iconography to assist in further art history studies. *Prerequisite: ENG 102*

**ARH 212 Art History II** **3 credits**

Art History II provides students with an understanding and appreciation of works of art

and architecture of high aesthetic quality and significance produced by cultures throughout the world from the 14th century to the present. Designed around a rough chronology and examined through the cultures that produced the works, this course also provides a brief exploration of art through social, religious, political and economic context. This course also prepares students with a foundation of art and architecture terminology, technology, and iconography to assist in further art history studies.

*Prerequisite: ENG 102*

**ARH 216 Art Theory, Methods and Criticism**

**3 credits**

This course expands the student's ability to ascertain cultural meaning of art styles, forms, and specific works from different perspectives and to articulate critical opinions about them. The development of visual aesthetics, with emphasis on the contributions of major thinkers and the broad philosophical outlooks that have influenced them, is covered. Theoretical approaches to art exhibition and its effects on the messages of art are also explored. Diverse art examples across time and regions will be shown in class in tandem with theoretical discussion addressing the "big" questions about art: how can it be defined on collective and specific levels; what has been/should be its function; what propels its creation? *Prerequisites: ARH 211, ART 212 and ART 200 or permission of instructor, advisor and chair.*

**ARH 375 African Art History**

**3 credits**

African Art provides students with an understanding and appreciation of significant works of African art and cultural expressions using a cross-cultural and multidisciplinary approach. Designed around a rough chronology and using a cultural, religious, and historical lens, this course will explore African art through technology driven media, authentic artifacts, and lectures.

*Prerequisites: ENG 102, ARH 211, ARH 212 and ART 200 or permission of instructor, advisor and/or chair.*

**ARH 376 African American Art History**

**3 credits**

This course will explore the contributions of African American artists to American art through social, religious, political, economic, class, and cultural lenses that either constrained or liberated these artists. A primary goal for this course is to develop the visual and critical thinking skills required to understand, appreciate and discuss the historical development of African American art in the larger context of American art, and to learn how African American artists resisted racial oppression and stereotypes in their pursuit of becoming artists.

*Prerequisites: ENG 102, ARH 211, ARH 212 and ART 200 or permission of instructor, advisor and/or chair.*

**ARH 495 Independent Study**

**1-4 credits**

Faculty supervised research.

**ART 100 Fundamentals of 2-D Design** **3 credits**

This course focuses on fundamental design concepts which are shared by all of the two dimensional visual arts. Design problems identify and explore the conceptual, visual, and relational elements of design. The visual elements (point, line, shape, value, texture, and color) along with their various attributes are examined. These will be combined together using the principles of organization to create a unified composition.

**ART 101 Fundamentals of 3-D Design** **3 credits**

This course focuses on fundamental design concepts which are shared by the three dimensional visual arts. Through studio problems, students will become familiar with three dimensional design concepts, construction processes, and the manipulation of materials to create structural forms. Students will develop an understanding of the qualities of line, shape, mass, volume, spatial relationships and surface as they apply to the three dimensional form.

**ART 102 Introduction to Computer Arts** **3 credits**

This course introduces the computer as a tool to create visual art and design. Students use Adobe Photoshop to implement ideas of two-dimensional composition and digital visual communication. Students will gain technical proficiency with concepts such as file saving, Photoshop layers, fonts and masking while learning fundamental design concepts including color, typography, layout and creation of graphics. Students are encouraged to research established artists and designers for inspiration, but are ultimately required to create all visual components of their designs to reinforce personal creativity and exploration.

**ART 103 Introduction to Media & Color** **3 credits**

This course introduces students to the materials and techniques of two-dimensional art forms and provides them with a solid understanding of color theory and color mixing of pigment based media. Students will become familiar with the vocabulary of art making materials and techniques and will engage in hands-on exercises that will enhance the learning and understanding of these processes. This course provides foundation for courses in drawing, painting and printmaking.

**ART 200 Introduction to Art** **3 credits**

This course is designed to enhance the student's visual literacy and will provide a broad based introduction to the visual arts, including understanding and appreciating art in an historical, stylistic, and cultural context. Students will be introduced to works of art from a variety of cultures and time periods. *Prerequisite: ENG 099*

**ART 205 Drawing I** **3 credits**

This course will serve as an introduction to the fundamentals of drawing. This will include practice in a variety of drawing media; development of perceptual and manual

skills; creating effective compositions; and understanding the use of line, shape, value, and space as elements of drawing.

**ART 210 Ceramics I**

**3 credits**

This course focuses on ceramics as an art form and as a medium for utilitarian craft objects. Students will learn basic hand-building techniques, methods of surface decoration, and glazing techniques. Course assignments are based on the vessel/container form.

**ART 215 Printmaking I**

**3 credits**

This course will introduce the student to a variety of relief printing methods with emphasis on monoprinting, and linoleum and wood block printing. Both monochrome and color printing will be explored. Students will also learn to properly edition prints.

*Prerequisites: ART 100, ART 205*

**ART 220 Graphic Arts I**

**3 credits**

This course is a continuation of the design concepts learned in Introduction to Computer Arts, allowing for more development in digital visual communication. Students use Adobe Illustrator and InDesign to create digital illustrations and complex layout designs while beginning to develop a personal visual style through project prompts, which question content, technique, materiality and physical form. Projects created during this course will bridge commercial design practices and techniques with artistic exploration, allowing students to integrate image and type through personally driven projects.

*Prerequisite: ART 102*

**ART 225 Painting I**

**3 credits**

This course will introduce students to painting in acrylics. This will include experimentation with a variety of painting techniques and learning to prepare canvases for painting. Emphasis will be placed on color theory, value structure, and developing effective compositions. Subject matter will include still life, landscape and thematic studies. *Prerequisites: ART 100, ART 103, ART 205*

**ART 250 Sculpture I**

**3 credits**

This course introduces the student to the basic concepts and techniques of creating sculptural form. Construction methods covered involve both additive and subtractive processes, including carving, modeling, construction, and assemblage. Historical and contemporary examples of sculpture will be examined through lecture, research, and slide presentations. *Prerequisite: ART 101*

**ART 260 Digital Photography I**

**3 credits**

This course introduces students to the fundamental tools of digital photography. Through a series of projects, students will learn manual camera functions, downloading and organizing images and editing photographs in Adobe Bridge, Camera Raw and Photoshop. By the end of the course each student will gain skills for proper workflow,

including: complete control of a manual digital camera, image control (depth of field, motion, composition, color balance etc.), importing images to the computer, organization, image rating, processing in Camera Raw and Photoshop and basic photography history. Each project requires a one-paragraph artist statement outlining concepts, inspiration and visual analysis. \*\*This course requires students to have an approved camera with full manual functions and Camera Raw capabilities.

*Prerequisite: ART 102*

**ART 305 Drawing II** **3 credits**

This course will continue the development of the student's perceptual and manual skills, and will introduce the use of color as a drawing element. Figure drawing will also be introduced with studies in anatomy, figure proportions, and portraiture. Drawing as a means of personal expression will be explored. *Prerequisites: ART 100, ART 205*

**ART 310 Ceramics II** **3 credits**

Ceramics II introduces students to advanced clay-forming techniques that include hand building, throwing on the potter's wheel, and working with plaster molds. Surface treatments are explored, including both pre and post firing processes. Students are introduced to the electric firing process and will be expected to load and fire a kiln. Glaze and non-glaze processes are covered. *Prerequisite: ART 210*

**ART 315 Printmaking II** **3 credits**

Students will be challenged technically and conceptually in continued exploration of linoleum and woodblock printing methods. Students will be expected to complete a series of editioned prints. Monoprinting and nontraditional printing methods may also be explored. *Prerequisite: ART 215*

**ART 320 Graphic Arts II** **3 credits**

This course introduces students to web based media, web page/ site design and HTML/ CSS coding. Students will: analyze websites' aesthetic and user interface, design page layouts in Adobe Photoshop and learn basic HTML and CSS coding. Projects include redesigning a small business website and creating an online portfolio for personal promotion. *Prerequisite: ART 102*

**ART 325 Painting II** **3 credits**

Students will be required to propose and complete a coherent series of paintings on the theme of their choice. Emphasis will be placed on concept and image development. Methods of presenting paintings will also be explored. *Prerequisite: ART 225*

**ART 350 Sculpture II** **3 credits**

Sculpture II provides an in depth investigation into working with clay, plaster, and wood as a sculptural medium using the forming processes of modeling, carving and casting. Students will create relief and in-the-round forms through the creation of models and molds. An emphasis will be placed on the expression of content through form.



*Prerequisite: ART 250*

**ART 360 Digital Photography II** **3 credits**

In this course students will learn advanced photographic techniques using digital photography. Through broadly structured assignments, students will incorporate historical and contemporary concepts critical to photography, including: lens-less practices, constructing an image, performance, repetition, appropriation, the archive and conceptual art. Students will also write an artist's statement based on an analysis of completed projects. *Prerequisite: ART 260*

**ART 390 Special Topics** **3 credits**

**ART 395 Junior Seminar** **3 credits**

This course will prepare students for their Sophomore/Junior review as well as providing one of the prerequisites for ART 490 Senior Seminar. Visual Arts majors will prepare an artist statement and resume, and will write a project proposal that will serve as the basis for a body of work produced in the course in a media of their choice. This body of work will be presented in an exhibition at end of semester. Students will perform weekly assignments with the support of the visual art faculty, the writing resource center, the library and other online platforms. Through written, oral, and visual presentations of their artistic investigations, students will strengthen their analytical and critical skills. *Prerequisites: ART 100, ART 101, ART 102, ART 103, ENG 102*

**ART 405 Drawing III** **3 credits**

Drawing III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and concepts learned in previous courses. While continuing to use drawing as a tool for image and idea development, emphasis will be placed on the development of the drawing as a completed artwork. Students will learn how to present their work professionally and provide written and visual documentation of their technical, conceptual and aesthetic investigations. *Prerequisite: ART 305*

**ART 410 Ceramics III** **3 credits**

Ceramics III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and processes learned in previous courses. Students will learn how to present their work professionally, and provide written and visual documentation of their technical research and aesthetic investigations. *Prerequisite: ART 310*

**ART 415 Printmaking III** **3 credits**

Printmaking III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and processes learned in previous courses. Students will learn how to present their work professionally, and provide written and visual documentation of their technical research and aesthetic

investigations. *Prerequisite: ART 315*

**ART 420 Graphic Arts III** **3 credits**

Graphic Arts III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and processes learned in previous courses. Students will experiment with printing options, physical form and concept to develop ideas reinforced by critique, research and discussion. Students will learn how to present their work professionally, and provide written and visual documentation of their technical research and aesthetic investigations.

*Prerequisites: ART 220 and ART 320 or permission of instructor, advisor and/or Chair.*

**ART 425 Painting III** **3 credits**

Painting III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and processes learned in previous courses. Students will learn how to present their work professionally, and provide written and visual documentation of their technical research and aesthetic investigations. *Prerequisite: ART 325*

**ART 450 Sculpture III** **3 credits**

Sculpture III is an advanced level course that requires the student to produce a body of work based on their Senior Seminar thesis using techniques and processes learned in previous courses. Students will learn how to present their work professionally, and provide written and visual documentation of their technical research and aesthetic investigations. *Prerequisite: ART 350*

**ART 490 Senior Seminar** **3 credits**

Senior Seminar is the “senior capstone” course for the visual arts major. Topics in this course will include contemporary issues and career opportunities in the arts, and information concerning graduate school choice and application. This course will assist the Visual Arts major to develop a professional portfolio of their creative works and/or academic research. Both studio arts and the museum studies track students will make a formal presentation of their senior thesis topic to coincide with their senior thesis paper. Student’s writing portfolio will also include résumé, artist’s statement and additional writing samples. Studio Arts track students will also create a holistic digital portfolio of their creative output. Exhibition methodology as well as pragmatic issues concerning an exhibition of art works will be covered.

*Prerequisites: Completion of 400 level studio, Pass or Conditional Pass of Writing Proficiency Portfolio and/or approval from major advisor and department chair.*

**ART 495 Independent Study** **1-4 credits**

Faculty supervised research.

**MSM 210 Museums and Collections I** **3 credits**

This course provides an overview of the inner workings of museums and their contributions to the public by collecting, preserving, and interpreting material culture. Art museums are the focus of the course, but other types such as history, ethnographic and science and children's museums, as well related sites such as zoos and public gardens, will be discussed. Topics covered include: the history of museums as foundation for assessing current challenges in the field, organizational structures, development and marketing, museum education, the role of curators, management and care of collections, exhibition planning and the use of new technologies.

*Prerequisite: ENG 102*

### **MSM 218 Barnes History**

**3 credits**

"Taught at the Barnes Foundation in Philadelphia, this course surveys the aesthetic ideas of Dr. Albert Barnes (1872-1951) and provides insight into the history of the Barnes Foundation and its ongoing development, as well as issues related to museum education and organizational structure. Students explore visual aesthetics and communication through the elements and principles of design, analyze a variety of objects in the Barnes Foundation galleries, including African art and works by Renoir, Cézanne, Matisse, and Picasso, and explore society values in art and design to determine whether or not all works of art can be judged by a common standard of excellence.

*Prerequisites: ART 100 or ART 200 and/or permission of instructor, advisor and chair.*

### **MSM 211 Museums and Collections II**

**3 credits**

This course will delve into best practices and discuss issues for museum administration, governance, exhibition development and evaluation, and staffing, including volunteers and docents. Students will identify best practices and procedures used by professional museum organizations to prepare for and attain accreditation. Students will learn about collection policies, accessioning, de-accessioning, and the process of documenting and cataloging natural history, art and material culture objects. Students will learn introductory best practices for general preservation and conservation processes. The course will culminate with a student-developed exhibition proposal.

### **MSM 220 Collections Management and Care**

**3 credits**

This course introduces students to management and care of museum collections. Students learn the responsibilities of the collections manager and registrar in the documentation of objects, forming collection management policies and establishing safe collection storage options and environmental monitoring. Other topics covered include: preservation and conservation, museum security, insurance, loan procedures, customs and related issues. Lincoln University Collection of African Art and Material Culture is utilized to address object handling, writing condition reports, labeling, conducting inventories, and use of collections information management systems for cataloguing.

*Prerequisite: MSM 210*

### **MSM 450 Internship**

**3 credits**

This is a course for students who will complete an internship for academic credit. This internship may be taken in either fall or spring semester, or over the summer, but the student must complete a minimum of 220 hours at the internship host site. Along with prerequisites noted above, the student must have 75 earned credits. Students will apply theories and principles learned in the classroom to a professional internship in the museum field at an approved site. Throughout the internship, students will complete various tasks designed to reflect and enhance the internship experience, including weekly reports and maintaining a journal of activity that includes documentation of formal meetings, evaluations, projects, and accomplishments. Student will be required to submit a final written report as directed by instructor.

**MSM 490 Senior Seminar**

**3 credits**

Senior Seminar is the “senior capstone” course for the Visual Arts major. Topics in this course will include contemporary issues and career opportunities in the arts, and information concerning graduate school choice and application. This course will assist the visual arts major to develop a professional portfolio of their creative works and/or academic research. Both Studio Arts and Museum Studies track students will make a formal presentation of their senior thesis topic to coincide with their senior thesis paper. Student’s writing portfolio will also include résumé, artist’s statement and additional writing samples. Studio arts track students will also create a holistic digital portfolio of their creative output. Exhibition methodology as well as pragmatic issues concerning an exhibition of art works will be covered.

*Prerequisites: Completion of 400 level studio, Pass or Conditional Pass of Writing Proficiency Portfolio and/or approval from major advisor and department chair.*

**MSM 495 Independent Study**

**1-4 credits**

Faculty supervised research.

## Department of History, Political Science & Philosophy

The Department of Philosophy and Religion and the Department of History and Political Science have merged. Our new official title is the “Department of History, Political Science, and Philosophy.” We continue to have five majors: History, Pan-Africana Studies, Philosophy, Political Science, and Religion. Minors in Black Studies, International Relations, and Ethics are also offered.

### Mission:

1. To examine values, innovations and traditions of human societies.
2. To enable students to know and appreciate various cultural inheritances, and also provide students with basic knowledge of historical and physical geography.
3. To develop students’ abilities to utilize historical perspectives to comprehend world events.
4. To develop students’ abilities to interpret and evaluate events in history.

### History Program

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To qualify as a history major for the Bachelor of Arts or Bachelor of Science degree, a student must complete at least twelve history courses approved by the History Department. These courses will ordinarily be taken at Lincoln and must include three courses (nine hours) in Western or European History; three courses (nine hours) in United States History; three courses (nine hours) in African-American History; three courses (nine hours) in African History in addition to two semesters of Historical Methods (History 401-402). A student who wishes to receive a Bachelor of Arts in History must complete four semesters of the same foreign language through intermediate level (202). A student who wishes to receive a Bachelor of Science degree in History need not take a foreign language.

#### Select three (3):

**9 credits**

HIS 101 Modern European History I  
 HIS 102 Modern European History II  
 HIS 103 Contemporary World History  
 HIS 207 History of England I  
 HIS 208 History of England II  
 HIS 215 Historical Geography  
 HIS 301 Medieval History I  
 HIS 302 Medieval History II  
 HIS 305 Russian Intellectual History  
 HIS 315 The Third Republic in France I  
 HIS 316 The Third Republic in France II

<b>Select three (3):</b>	<b>9 credits</b>
HIS 105 History of United States I	
HIS 106 History of United States II	
HIS 309 United States Intellectual History	
HIS 310 History of the U.S. Since 1945	
HIS 312 Urban History of the United States	
HIS 313 United States Diplomatic History I	
HIS 314 United States Diplomatic History II	
<b>Required:</b>	<b>24 credits</b>
HIS 205 African American History I until 1861	
HIS 206 African American History II from 1861-1954	
HIS 317 African American History III since 1954	
HIS 307 History of Africa until 1885	
HIS 308 History of Africa from 1885-1945	
HIS 318 Revolutionary Africa since 1945	
HIS 401 Historical Methods I	
HIS 402 Historical Methods II	
<b>Total</b>	<b>42 credits</b>

## History Minor

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To qualify as a History Minor, a student must complete at least five courses in History, which shall be distributed over the fields of United States History; Western or European History; African-American and African History. At least two of these courses must be at or above the 300 level.

## Black Studies Minor

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<b>Required Courses:</b>	<b>12 credits</b>
SOS 151 African American Experience	3
PAS 101 Introduction to Pan-Africana Studies	3
<b>Select one (1):</b>	<b>3 credits</b>
HIS 205 African American History I	3
HIS 206 African American History II	3
<b>Select one (1):</b>	<b>3 credits</b>
POL 205 African American Politics	3
PSY 208 Black Psychology	3

SOC 208 Political Anthropology of African Societies	3
<b>Elective: Select two (2):</b>	<b>6 credits</b>
HIS 307 History of Africa I	3
HIS 308 History of Africa II	3
HIS 317 African American History III since 1954	3
HIS 318 Revolutionary Africa since 1945	3
BLS 301 The Black Family	3
BLS 403 Ideologies of Black Liberation	3
BLS 405 Special Topics	3
PAS 103 Blacks in Science	3
ENG 319 Survey of African-American Literature	3
ENG 320 Studies in African-American Literature	3
ENG 321 Contemporary African Literature	3
COM 322 African-Americans in Media	3
POL 304 Comparative African Politics	3
REL 307 African American Religions	3
REL 310 Martin and Malcolm	3
SOC 321 Ethnography of West Africa	3
ARH 375 African American Art	3
ARH 376 African Art	3
Other classes at the discretion of the Black Studies Committee	
<b>Total</b>	<b>18 credits</b>

## Political Science Program

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The Discipline of Politics or Political Science is both ancient and modern at the same time. It is the struggle for power, a phenomenon so vital to society that Aristotle declared: "Politics is the master science upon which all of civilization depends" (3rd C. BCE).

### The Mission of the Political Science Program

The mission of the Political Science program is to prepare students for careers and advanced training in politics, law, public administration, and related fields. In that regard, the department provides students with instruction related to both American and international politics and institutions, as well as, the phenomena that affect them. Graduates of the program will be able to apply their knowledge as they become active citizens and leaders. To these ends, the political science department will:

1. Provide broad training across Political Science subfields so as to give the student enough perspective to choose and succeed in graduate and professional schools or career options that best suit him or her.
2. Prepare the student to be competent in analyzing political phenomena both in writing and orally.

3. Prepare the student to conduct empirical research.

<b>Required Courses:</b>	<b>39 credits</b>
POL 101 American National Government (Prerequisite)	3
POL 102 Introduction to Political Science	3
POL 202 Introduction to Comparative Politics	3
POL 204 Introduction to International Relations	3
POL 205 African American Politics	3
POL 300 Political Theory I	3
POL 301 Political Theory II	3
POL 303 Comparative Politics	3
POL 304 Comparative African Politics	3
POL 401 The Supreme Court and Constitutional Law	3
POL 480 Intro to Research Methods in Political Science	3
POL 482 Senior Seminar	3
<b>Select one (1):</b>	<b>3 credits</b>
POL 313 Introduction to Public Policy	3
POL 490 Internship in Political Science	3
<b>Elective one (1):</b>	<b>3 credits</b>
Political Science Elective	
<b>Total</b>	<b>42 credits</b>

### Pre-Law Certificate Program

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<b>Required:</b>	<b>9 credits</b>
PHL 217 Critical Reasoning	3
POL 310 Race and American Law	3
ENG 314 Legal Analysis and Writing	3
<b>Select <u>one</u> of the following:</b>	<b>3 credits</b>
POL 206 The Legal Systems	3
POL 400 Legal Problem Solving and Skills Development	3
POL 401 Supreme Court and Constitutional Law	3
SOC 301 Law and Society	3
PHL 303 Legal Philosophy	3
BUS 334 Business Law	3
COM 404 Media Law and Ethics	3
<b>Total</b>	<b>12 credits</b>

**Other Program Requirements:** All pre-Law students are required to join and demonstrate active participation in the university's Thurgood Marshall Society.



## Political Science Minor

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<b>Required:</b>	<b>15 credits</b>
POL 101 American National Government	3
POL 102 Introduction to Political Science	3
POL 202 Introduction to Comparative Politics	3
POL 204 Introduction to International Relations	3
POL 401 The Supreme Court and Constitutional Law	3
<b>Select one (1):</b>	<b>3 credits</b>
POL 300 Political Theory I	3
POL 301 Political Theory II	3
<b>Total</b>	<b>18 credits</b>

## International Relations Minor

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<b>Required:</b>	
POL 202 Introduction to Comparative Politics	3
POL 204 Introduction to International Relations	3
POL 303 Comparative Politics II	3
POL 304 Comparative African Politics	3
POL 360 International Political Economy	3
POL 460 Workshops in International Affairs	3
<b>Total</b>	<b>18 credits</b>

## Pan-Africana Studies Program

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<b>Required Major Core Courses:</b>	<b>27 credits</b>
PAS 101 Introduction to Pan-Africana Studies	3
HIS 205 African American History I until 1861	3
HIS 206 African American History II from 1861 – 1954	3
HIS 307 History of Africa until 1885	3
HIS 308 History of Africa from 1885-1945	3
BLS 405 Topics in Black Studies	3
BLS 495 Independent Study	3
BLS 411 Senior Seminar I	3
BLS 412 Senior Seminar II	3
<b>Select one (1):</b>	<b>3 credits</b>
HIS 318 Revolutionary Africa since 1945	3
HIS 303 / 304 Seminar in History	3

<b>Pan-Africana Electives – select three (3):</b>	<b>9 credits</b>
BLS 301 The Black Family	3
ARH 375 African Art History	3
ARH 376 African American Art History	3
ENG 285 Harlem Renaissance	3
ENG 319 Survey of African-American Literature	3
ENG 320 Studies in Afro-American Literature	3
COM 322 African-Americans in Media	3
HIS 317 African American History III Since 1954	3
MUS 323 Jazz in American Culture	3
PAS 103 Blacks in Science	3
PHL 211 African American Philosophy	3
PHL 212 African Philosophy	3
POL 205 African-American Politics	3
POL 304 Comparative African Politics	3
POL 305 African Political Economy	3
PSY 208 Black Psychology	3
REL 307 African American Religion	3
REL 310 Martin and Malcolm	3
SOC 321 Ethnography of West Africa	3

### **Other Electives (select 11- 12 courses)**

The Pan-Africana major is structured in such a way that it allows students that select it to double major, double minor, or select an array of electives outside of the major. It is the quintessential liberal arts major and encourages cross-disciplinary experiences that have increasingly become the choice of the 21st century scholar. Those Pan-Africana majors that are considering going into the professorate in Black Studies, Pan-African Studies, African Area Studies, or the like, are encouraged to take 18 Pan-Africana elective credits rather than the required 9 credits.

### **History and Political Science Course Descriptions**

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#### **BLS 301 The Black Family 3 credits**

This course examines the origins of the Black family in Africa, its structure and function within the total society. It will look at the effects of slavery on the family and will look at the Black family within the white American context. It will analyze current ideologies regarding the role of the husband/father and wife/mother and their viability vis-à-vis the American situation.

#### **BLS 403 Ideologies of Black Liberation 3 credits**

This course examines the patterns which have emerged in the oppression of Black people and an analysis of the social, economic, and political ideologies which have arisen from the Black society in response to those patterns. The origins and development of these ideologies as well as the viability will also be examined and

analyzed. This course will allow the students and instructor to use the readings studied in order to arrive at what seems a feasible solution for black people.

**BLS 405 Topics in Black Studies** **3 credits**

This is an independent reading class on special topics of interest to the student in a specific disciplinary area in the humanities or the social sciences. This course is to enable the student to obtain an in depth knowledge of selected dimensions of African American experience. Each student will need to obtain the consent of a faculty member in the most appropriate field to his area of interest.

**BLS 495 Independent Study** **3 credits**

Faculty supervised research.

**HIS 101 Modern European History I** **3 credits**

This is a basic introduction to the study of history. The first semester covers the development of Europe from the close of the Middle Ages to the revolutions of 1848. The second semester covers the period from 1848 to 1939. Writings of contemporary authors and historians with varying points of view supplement the use of a basic text.

**HIS 102 Modern European History II** **3 credits**

This is a basic introduction to the study of history. The first semester covers the development of Europe from the close of the middle Ages to the revolutions of 1848. The second semester covers the period from 1848 to 1939. Writings of contemporary authors and historians with varying points of view supplement the use of a basic text.

**HIS 103 Contemporary World History I** **3 credits**

This course will examine Twentieth Century Europe from the point of view of the political, economic, cultural, and intellectual forces that have shaped it. From the course, students should develop an awareness of the factors that have contributed to the molding of contemporary European societies: their governments, their political and cultural institutions, their ideologies, and their attitudes toward the rest of the world.

**HIS 104 Contemporary World History II** **3 credits**

This course will examine Twentieth Century Europe from the point of view of the political, economic, cultural, and intellectual forces that have shaped it. From the course, students should develop an awareness of the factors that have contributed to the molding of contemporary European societies: their governments, their political and cultural institutions, their ideologies, and their attitudes toward the rest of the world.

**HIS 105 History of the U.S. I** **3 credits**

The first semester covers the period from the first explorations to 1876, with emphasis on the following topics: the expansion of Europe in the 16th Century, life in the colonies, the growth of American political institutions, and the sectional conflict. The second semester covers the period from 1877 to present, with particular emphasis upon

political and social developments.

**HIS 106 History of the U.S. II**

**3 credits**

The first semester covers the period from the first explorations to 1876, with emphasis on the following topics: the expansion of Europe in the 16th Century, life in the colonies, the growth of American political institutions, and the sectional conflict. The second semester covers the period from 1877 to present, with particular emphasis upon political and social developments.

**HIS 107 History of East Asia I**

**3 credits**

This course is an elementary survey of the historical development of the major East Asian countries from circa 600 B.C. to modern times. The first semester deals primarily with the formation of the traditional culture and government of East Asia. The second semester concerns the impact of the West on East Asia, starting with the Opium War and ending with the Communist Revolution in China. Special emphasis will be on a comparison of the response of China and Japan to Western ideas and technology.

**HIS 108 History of East Asia II**

**3 credits**

This course is an elementary survey of the historical development of the major East Asian countries from circa 600 B.C. to modern times. The first semester deals primarily with the formation of the traditional culture and government of East Asia. The second semester concerns the impact of the West on East Asia, starting with the Opium War and ending with the Communist Revolution in China. Special emphasis will be on a comparison of the response of China and Japan to Western ideas and technology.

**HIS 204 Latin American History**

**3 credits**

The course traces the economic and political history of the South and Central American nations since 1800. Emphasis is placed on the relation of Latin America to the interests and policies of the United States.

**HIS 205 African American History I until 1861**

**3 credits**

This first course of a series, covers the period from the African background to the outbreak of the Civil War. It includes a brief survey of early African history leading to the era of enslavement by European colonial enterprises. Important movements that led the resistance to enslavement and for the emancipation of the enslaved are highlighted. The economic, political and social factors that led to the Civil War are examined.

*Prerequisite: ENG 101 or permission of professor.*

**HIS 206 African American History II from 1861-1954**

**3 credits**

This second course of a series, commences with a review of economic, political, and social factors that led to the Civil War and examines the post-war Reconstruction, the betrayal of the radical Reconstruction and the basic social problems that emerged in the United States. Emphases are also placed on the Civil Rights Movement, the Pan-Africanist Movement, and the Garvey Movement up until World War II.

*Prerequisite: ENG 101 or permission of professor.*

**HIS 207 History of England I** **3 credits**

This course traces the growth of English life from Anglo Saxon times to the present, dealing with the major political, constitutional and economic developments of the country. It is designed to meet the needs of pre law students and English literature majors as well as the interests of History Majors. Offered alternate years.

**HIS 208 History of England II** **3 credits**

This course traces the growth of English life from Anglo Saxon times to the present, dealing with the major political, constitutional and economic developments of the country. It is designed to meet the needs of pre law students and English literature majors as well as the interests of history majors. Offered alternate years.

**HIS 215 Historical Geography** **3 credits**

This course will focus on historical geographical concepts and will introduce the student to topographic maps, the Grid System, terrain, patterns, and map readings. It will show how geography has shaped and influenced historical evolution.

**HIS 301 Medieval History I** **3 credits**

The first semester deals with the decline of Rome and the evolution of medieval society, emphasizing the basic characteristics of feudalism and the cultural life of Europe to 1200 A.D. The second semester covers the transition from medieval to modern society with treatment of non-European as well as European influences. *Offered: Alternate years*

**HIS 302 Medieval History II** **3 credits**

The first semester deals with the decline of Rome and the evolution of medieval society, emphasizing the basic characteristics of feudalism and the cultural life of Europe to 1200 A.D. The second semester covers the transition from medieval to modern society with treatment of non-European as well as European influences. *Offered: Alternate years*

**HIS 303 Seminar in History** **3 credits**

A select number of students will pursue particular topics under the direction of the instructor. Emphasis will be placed upon the use of primary sources, and students will be expected to present oral and written reports from a variety of historical fields.

**HIS 304 Seminar in History II** **3 credits**

A select number of students will pursue particular topics under the direction of the instructor. Emphasis will be placed upon the use of primary sources, and students will be expected to present oral and written reports from a variety of historical fields.

**HIS 305 Russian Intellectual History** **3 credits**

Nineteenth century Russian thought and literature are repeatedly preoccupied with problems relating to the awakening of Russian national self-awareness, the growth of

Russian culture and the problem of Russia's national destiny. This course will examine the works of Russian thinkers, essayists and literary artists, analyzed in depth rather than in an eclectic manner. In particular, the course will explore the unique character of Russia's historical experience and improve students' understanding of the emerging "Russian Idea" in contrast to Western European civilization.

**HIS 307 History of Africa until 1885** **3 credits**

*Civilizations in Africa from Greatness to Conquest.* This first course of a series, surveys major kingdoms and nations that developed in Africa from the earliest recorded times through the era of European colonial intrusion and carve up. Some of the great nations surveyed include: Ancient Egypt, Nubia, Axum, Ancient Ghana, Mali, Songhay, the Congo, the Great Zimbabwe, the Swahili Coast Federation; the Islamic Empire; and the Southern African Kingdoms. *Prerequisite: ENG 102 or permission of professor.*

**HIS 308 History of Africa from 1885-1945** **3 credits**

*African Rebellion to European Imperialism.* This second course of a series, examines the economic, political, and social aspects of European Imperialism in Africa beginning with its instrument of partition during 1884-85 Berlin Conference. The course examines the character of European classic colonialism in Africa and the organized Pan-African responses that ultimately led to its overthrow. *Prerequisite: ENG 102 or permission of professor.*

**HIS 309 U.S. Intellectual History** **3 credits**

The main trends in the growth of American thought, from the Puritans in the Seventeenth Century through the naturalism and pragmatism of the late nineteenth century, are treated in this course. Demand will determine availability.

**HIS 310 History of the U.S. Since 1945** **3 credits**

This course covers intensively the period of United States history since World War II. It reviews domestic politics and foreign affairs, with some emphasis upon current events.

**HIS 312 Urban History of the U.S.** **3 credits**

This course covers the rise and development of the city and of urban life in United States from the earliest beginnings to the present. Demand will determine availability.

**HIS 313 Diplomatic History of U.S. I** **3 credits**

This course traces the major developments in foreign policy and diplomacy from the time of the American Revolution to the present.

**HIS 314 Diplomatic History of U.S. II** **3 credits**

This course traces the major developments in foreign policy and diplomacy from the time of the American Revolution to the present.

**HIS 315 Third Republic in France I** **3 credits**

This course will be concerned with the politics and society of France during the Third Republic. Important historical themes such as industrialization, the gradual democratization of the society, the conflict between church and state and the rise of political parties will be examined. Attention will also be given to the major intellectual currents of the period. Such a course will be of benefit not only to history majors and minors, but also to French majors and to political science majors who wish to study in some detail a country other than their own. The course will be limited to juniors and seniors. Exceptions to this stipulation may be made by the instructor.

**HIS 316 Third Republic in France II** **3 credits**

This course will be concerned with the politics and society of France during the Third Republic. Important historical themes such as industrialization, the gradual democratization of the society, the conflict between church and state and the rise of political parties will be examined. Attention will also be given to the major intellectual currents of the period. Such a course will be of benefit not only to history majors and Minors, but also to French majors and to political science majors who wish to study in some detail a country other than their own. The course will be limited to juniors and seniors. Exceptions to this stipulation may be made by the instructor.

**HIS 317 African American History III since 1954** **3 credits**

This third course of a series, examines the most recent phase of the history of African descendants in the USA. Picking up where History 206 ended, this course focuses on the Civil Rights Movement, Black Power Movement, Black Consciousness Movement, and Conscious Hip Hop Movement. *Prerequisite: ENG 102 or permission of professor.*

**HIS 318 Revolutionary Africa since 1945** **3 credits**

This third course of a series examines the successes and shortcomings of the Pan-African Unity Movement and the African Liberation Movement from the overthrow of classic European colonialism in Africa to contemporary chaotic period neo-colonialism. The course also examines the post-independence period, the rise of militarization of African governments, and the proliferation African civic organizations. *Prerequisite: ENG 102 or permission of professor.*

**HIS 390 Topics Amer. Soc. History** **3 credits**

**HIS 401 Historical Methods I** **3 credits**

A required course for history majors. This course emphasizes concepts of historical causation, theories of history, basic bibliography and techniques of historical research through assignment of research problems.

**HIS 402 Historical Methods II** **3 credits**

A required course for history majors. This course emphasizes concepts of historical causation, theories of history, basic bibliography and techniques of historical research through assignment of research problems. *Prerequisite: HIS 401*

**HIS 495 Independent Study** **1- 4 credits**  
Faculty supervised research.

**PAS 101 Introduction to Pan-Africana Studies** **3 credits**  
This course is an introduction to the academic field of study often referred to as Africana Studies, Black Studies, and Pan-Africana Studies. The course also examines the precursor, Negro Studies. The historic social movements that inspired the field's development are examined. The course is designed to prepare the students that are interested in majoring or minoring in the field.

**PAS 103 Blacks in the Sciences** **3 credits**  
This is the first part in a series that focuses on STEM and Pan-Africana Studies. This particular course is an introductory survey course on the historical though present day contributions of African descendants to the areas of STEM and Medicine. The course includes a survey of famous Black inventors.

**PAS 411 Pan-Africana Senior Seminar I** **3 credits**  
This Pan-Africana Studies senior seminar is a course that introduces PAS majors to the evolving analytical concepts, operations, methods of research; and issues in research conceptualization, operationalization and design used in the fields of Africana studies and African Area studies at the graduate level. Preparation for application to selected post-baccalaureate programs is also done.

**PAS 412 Pan-Africana Studies Capstone Course** **3 credits**  
This second part of the Pan-Africana Studies (PAS) senior seminar series is a practicum that assists PAS majors to produce capstone papers and presentations. The undergraduate terminal paper and presentations serve as academic products that critically summarize each student's knowledge obtained through her or his matriculation as a PAS major.

**PAS 495 Independent Study** **1-4 credits**

**POL 101 American National Government** **3 credits**  
This course studies the organization and operation of the national government from the standpoint of constitutional principles, structures and functions, programs and policies.

**POL 102 Intro to Political Science** **3 credits**  
This course is an introduction to the basic elements and principles of democratic and non-democratic governments of the world. Selected political ideologies are examined and compared.



**POL 200 Politics in the World Systems** **3 credits**

This course traces the history of the evolution of the world system, its basic properties and characteristics, and the dynamics of the relationships between the advanced industrialized countries of Africa, Asia, and Latin America. The non-western perspective is explored, and emphasis is placed on geography and current international issues.

*Prerequisite: POL 101*

**POL 201 State and Local Government** **3 credits**

This course studies the organization, powers, functions and methods of formal government at the state and local levels. *Prerequisite: ENG 099*

**POL 202 Intro to Comparative Politics** **3 credits**

This course examines the nature of the various institutions, structures, processes, and issues involved in the politics and society of developed countries and regions such as Japan, South Korea, Canada, the United States and Western Europe. *Prerequisite: POL 101*

**POL 204 Intro International Relations** **3 credits**

This course studies the relationships among nation states, the operation of international organizations, international law, and transnational forces. *Prerequisite: POL 101*

**POL 205 African American Politics** **3 credits**

This course studies the political history of African Americans. Techniques of political mobilization and organization are analyzed through the study of mass movements, political parties, and establish interest groups. *Prerequisite: POL 101*

**POL 206 The Legal System** **3 credits**

This course introduces the student to the American legal system and process. Criminal, civil, and juvenile systems will be studied and compared. *Prerequisite: POL 101*

**POL 300 Political Theory I** **3 credits**

The purpose of this course is: 1) to familiarize the student with the seminal literature and concepts of Western political philosophy; 2) to understand the continuity and innovation which characterize the Western tradition as well as its relevance to contemporary political problems; 3) to raise the consciousness of the student regarding the complexity of political realities and political thinking; and 4) to help the student to think more critically about his or her personal identity within politics. The course is organized around the study of classical political philosophy and covers the works of political thinkers from Plato to Machiavelli. *Prerequisite: POL 101*

**POL 301 Political Theory II** **3 credits**

Whereas the first part of Political Theory was devoted to the study of classical political philosophy, the second part will focus explicitly on the nature and evolution of modern political theory. Political philosophers and theorists discussed in this course include,

among others, Hobbes, Locke, Rousseau, Hegel, and Marx. The following themes will provide the analytical foundation of the course: political obligation, freedom, liberty, equality, alienation, democracy, socialism, and the relationship between society and the individual. *Prerequisite: POL 101*

**POL 302 Political Power & Social Change** **3 credits**

This course examines and analyzes the interrelationships among the many aspects of social reality, political, economic, sociological and cultural and the dynamics of social change. Organized within the framework of an interdisciplinary contextualization of the social scientific thinking and studies in detail with such topics as political ideology, political, power structures, social class, and political participation. The American system serves as the central focus of empirical investigation. *Prerequisite: POL 101*

**POL 303 Comparative Politics** **3 credits**

This course will expose the students to an analysis of communist political systems, and political change and development in developing regions such as Africa, Latin American, south Asia, and Eastern Europe. *Prerequisite: POL 101*

**POL 304 Comparative African Politics** **3 credits**

This course covers the comparative politics of selected states in East, West, and Southern Africa. Institutions and political processes are analyzed with attention to emerging relations among African states, the political economics of different African countries and their integration into the world system. *Prerequisite: POL 101*

**POL 305 African Political Economy** **3 credits**

This course will engage in a critical evaluation of various paradigms, which seek to explain the African condition in the new global economy. Students will participate in rigorous discussion and debate of the complex and often controversial concepts and issues. *Prerequisite: POL 101*

**POL 306 Latin American & Caribbean Politics** **3 credits**

This course studies the political evolution of Latin America and the Caribbean; factors conditioning governmental organizations and policies; and case studies of selected states. *Prerequisite: POL 101*

**POL 307 American Foreign Policy** **3 credits**

This course studies the dynamics of American foreign policy since 1945 and coverage of that policy in key geographic areas around the world. The course also examines the goals, challenges, and problems facing American foreign policy in the post-cold war era. *Prerequisite: POL 101*

**POL 309 Asian Politics** **3 credits**

This course covers the comparative politics and political institutions of selected Asian states. *Prerequisite: POL 101*

**POL 310 Race and American Law** **3 credits**

This course will peel back the symbolic veneer of a blind goddess dispensing justice under immutable principles of law. Race will be the independent variable providing the lens through which we will view America's legal institutions and the practices compelled by these institutions. *Prerequisite: POL 101*

**POL 311 Public Administration** **3 credits**

Public Administration is the study of the formulation and implementation of public policy. It includes the principles and practice of administration in government and public service organizations. Modern theories of public administration and public policy are applied to the study of bureaucracies, public budgeting, and management. *Prerequisite: POL 101*

**POL 313 Introduction to Public Policy** **3 credits**

The course introduces the student to the field of Public Policy. It begins with the analysis of the politics of public policy. Such an analysis examines the actors, institutions, processes, values and policy programs of government and politics. *Prerequisite: POL 101*

**POL 314 Urban Politics** **3 credits**

Urban Politics is the study of political behavior in the urban environment. The political cultures and political structures of various cities are analyzed with a view to determining how decisions and actions are made to deal with urban crises, and with the routing problem of delivering essential services. The impact of social and economic forces on the delivery of essential services is assessed. *Prerequisite: POL 101*

**POL 316 Foreign Policy Making** **3 credits**

This course will describe, analyze, and evaluate the procedures for making foreign policy. Students will study how foreign policy making differs from domestic policy making and how the two are intertwined and interrelated. Focus will be directed to the dilemmas the United States faces as a democracy conducting foreign policy. *Prerequisite: POL 101*

**POL 360 International Political Economy** **3 credits**

This course will provide students with a theoretical and empirical understanding of the general dynamics and the institutional features of the global political economy. Critical issues, such as the relative decline of the U.S., the role of Japan and China in the world economy, European economic integration, international capital flows, economic development in developing regions, trade, transnational corporations, international debt, and restructuring will be discussed in depth. *Prerequisite: POL 101*

**POL 400 Legal Problem Solving & Development** **3 credits**

This course consists of lectures, classroom student exercises, and regular tests in areas related to the American legal system. Concepts such as stare desist and judicial review,

as well as the role of precedent and the principle of judicial abstention will be reviewed and evaluated. Each class will begin with a quiz using an LSAT type question, which will be discussed by the class before the end of the hour. *Prerequisite: POL 101*

**POL 401 Supreme Ct& Constitutional Law** **3 credits**

This course reviews the role of the Supreme Court in the American political system through analysis of leading cases. Special emphasis is placed on First Amendment freedoms, Due Process of Law, and Civil Rights. *Prerequisite: POL 101*

**POL 405 Selected Topics** **3 credits**

This is a seminar course that will explore selected topics in contemporary politics in depth. It may be taken more than once for credit. The topic is announced in advance. *Prerequisites: POL 101 and permission of the instructor.*

**POL 430 Intl Conflict, Cooperation** **3 credits**

This course is designed to draw student attention to the many existing conflicts and problems that exist in the contemporary global system and to discuss the "costs" created by such conflicts between groups and nations which can be reduced or even eliminated by peaceful resolutions. *Prerequisite: POL 101*

**POL 434 The U.N. and Global Security** **3 credits**

This course is designed to provide students with a comprehensive account of the United Nations' activities and responsibilities in the general area of global security. The readings and class discussions will expose students to the historical and the contemporary global security activities of the United Nations, and therefore to the different meanings of global security. *Prerequisite: POL 101*

**POL 439 The Modern World System** **3 credits**

This course aims to provide a comprehensive overview and treatment of the origins and the evolution of the modern world system. The course is concerned with examining and analyzing the structure, the mechanisms, and the dynamics of the formation and the expansion of the world capitalist economy, as well as with the actual standardization of time and space within the capitalist economy and the processes of social change. *Prerequisite: POL 101*

**POL 445 Political Economy of Development** **3 credits**

This course explores theories and strategies of development for the Third World in a comparative international relations context. Students in the course are exposed to the major theoretical perspectives in development, including modernization, Marxism, dependency, and world systems, and will have the opportunity to examine the political economy, development strategies and policies, in selected areas Southeast/East Asia region, Latin America and the Caribbean, sub Saharan Africa and the Middle East. *Prerequisite: POL 101*

**POL 454 North South Relations** **3 credits**

This course examines in depth, both from a theoretical and empirical perspective, the political economy of the North South interaction from the time of colonialism to the present. Topics include the dynamics of imperialism, dependency, and underdevelopment, and the economic and political mechanisms that serve to perpetuate the ordinate/subordinate relationship between advanced industrialized and peripheral countries. *Prerequisite: POL 101*

**POL 460 Workshop in Intl Affairs** **3 credits**

This course enhances the knowledge of foreign policy analysis, international negotiations and decision making through analysis of selected case studies covering different areas of the world and different aspects of international affairs and the use of simulation games. *Prerequisite: POL 101*

**POL 461 Seminar on American Political Institutions** **3 credits**

*Prerequisite: POL 101*

**POL 463 Political Economy & Changing Global Order** **3 credits**

This course will examine and analyze the global transformations that have taken place in the late Twentieth Century from the perspective of critical political economy. Through theoretical formulations and empirical analysis, it will challenge the "new world order" perspective. The course will take a close look on regional variation Africa, Latin America, South Asia, China, Russia, Europe and the US , and will make evident that globalization of production and finance is producing devastating and contradictory effects throughout the world. *Prerequisite: POL 101*

**POL 480 Intro Research Methods** **3 credits**

This course provides an overview of the basic research methods used in political science. Various approaches to research design, data analysis, and hypothesis testing will be covered during the course. *Prerequisite: POL 101*

**POL 482 Senior Seminar** **3 credits**

All majors in the department are required to write a senior research paper under the direction of a faculty member. Topics must be related to one or more of the different areas in the field of political science. *Prerequisite: POL 480*

**POL 490 Political Science Internship** **3 credits****POL 495 Independent Study** **2-6 credits**

Faculty supervised research.

**SOS 151 African American Experience** **3 credits**

This introductory course provides students an overview of the experiences of African Americans from African origins to the present using diverse approaches and

multidisciplinary perspectives. Students gain an understanding of the contributions of African Americans to the development of the United States, and the current issues facing African Americans communities.

### Philosophy Program

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PHL 215 Ethics	3
PHL 217 Critical Reasoning	3
PHL 218 Formal Logic	3
PHL 301 Metaphysics	3
PHL 401 Epistemology	3
PHL 411 Philosophy Seminar	3
PHL 412 Philosophy Seminar	3
<b>Any <u>two</u> of the following:</b>	
PHL 201, 202, 219, 312	6
<b>Any <u>three</u> of the following electives:</b>	
PHL 111, 200, 206, 207, 208, 211, 212, 214, 216, 302, 303, 304, 305, 404, and 495	9
<b>Total</b>	<b>33 credits</b>

### Philosophy Minor

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<b>Any <u>two</u> of the following:</b>	
PHL 215 Ethics	3
PHL 217 Critical Reasoning	3
PHL 218 Formal Logic	3
PHL 301 Metaphysics	3
PHL 401 Epistemology	3
PHL 411 Philosophy Seminar	3
PHL 412 Philosophy Seminar	3
<b>Any <u>four</u> electives from the discipline, including Independent Study: PHL 495</b>	12
<b>Total</b>	<b>18 credits</b>

### Ethics Minor

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PHL 215 Ethics	3
PHL 217 Critical Reasoning	3
<b>Any <u>four</u> of the following courses:</b>	
PHL 207, 208, 214, 216, 303, 304, 305, 404 or REL 202	9
<b>Total</b>	<b>18 credits</b>

### Religion Program

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REL 204 Introduction to Phenomenology of Religion	3
REL 231 Comparative Religious Ethics <b>or</b>	

REL 202 Religious Ethics	3
REL 302 Philosophy of Religion	3
REL 303 Religion in American Culture	3
REL 309 Comparative Religions	3
REL 341 Theology	3
REL 380 Sacred Texts	3
REL 402 Religion Seminar	3
<b>Any <u>three</u> of the following electives:</b>	
REL 166, 188, 250, 251, 301, 307, 310, 311, 340, 345, 348, 360, 390, 401, and 495	9
<b>Total</b>	<b>33 credits</b>

### Religion Minor

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<b>Any <u>three</u> of the following:</b>	
REL 202, 204, 302, 303, 309, 341, 380, and 402	9
<b>Any <u>two</u> of the following:</b>	
REL 166, 188, 301, 307, 310, 340, 345, 348, 399, 401, and 495	6
<b>Total</b>	<b>15 credits</b>

### Philosophy Course Descriptions

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#### **PHL 111 Everyday Ethics** **3 credits**

This course examines the ethical issues which arise in everyday life, especially issues concerning interpersonal communication. The course facilitates the development of critical thinking skills for approaching these issues.

#### **PHL 200 Introduction to Philosophy** **3 credits**

This course provides an introduction to philosophy through the examination of philosophical problems in the classic divisions of philosophy of ethics, metaphysics, and epistemology. Students are encouraged to learn to "do" philosophy. *Prerequisite: ENG 099*

#### **PHL 201 Greek Philosophy** **3 credits**

This course covers Greek philosophy from its origin up to and through the medieval period. This includes examining the works of the Pre Socrates, Socrates, Plato, Aristotle, Epicurus, Epictetus, St. Augustine, St. Anselm, and St. Thomas Aquinas.

#### **PHL 202 Modern Philosophy** **3 credits**

This course covers philosophy in the modern period. It includes the examination of rationalists such as Descartes, Spinoza, and Leibniz, and empiricists such as Locke, Berkeley, and Hume. It examines Kant's response to the development of modern philosophy.

**PHL 207 Biomedical Ethics** **3 credits**

This course examines the ethical theories and concepts as they apply to biomedicine, including the role of medical doctor and nurse, confidentiality and informed consent, patient's rights, medical experimentation on human subjects, involuntary civil commitment, abortion, sterilization of the mentally challenged, genetic engineering, and justice and health care.

**PHL 208 Business Ethics** **3 credits**

This course examines the ethical theories and concepts as they apply to the concept of social responsibility and corporations, regulations, risk to consumers, workers, and the environment, advertising and deception, employee rights and obligations, affirmative action, sexual harassment, whistle blowing, and international business.

**PHL 209 Media Ethics** **3 credits**

This course examines the ethical theories and concepts as they apply to moral issues in media, including truth and honesty, privacy, conflicts of interest, economic pressures and social responsibility, civility, offensive content and freedom, treatment of juveniles, stereotypes and racism, and social justice.

**PHL 211 African American Philosophy** **3 credits**

This course examines a select set of issues in the philosophical thinking of African American philosophers such as race and racism, separation and assimilation, violence liberation, social justice, and race and gender.

**PHL 212 African Philosophy** **3 credits**

This course examines a select set of issues and historical developments in the philosophical thinking of Africans about Africa.

**PHL 214 Topics in Philosophy** **3 credits**

This course examines selected philosophical issues and historical periods not covered in other courses in the Department of Philosophy. Topics vary.

**PHL 215 Ethics** **3 credits**

This course examines central issues in moral philosophy from both a historical and contemporary point of view. Topics include virtue and the good of life, ethical judgment, relativism, egoism, utilitarianism, deontology, rights theory, and justice.

**PHL 216 Contemporary Moral Problems** **3 credits**

This course examines a selection of contemporary moral issues in the following areas: abortion, euthanasia, suicide, sexual relations, terrorism, affirmative action, genetic engineering, treatment of animals, the environment, and capital punishment.

**PHL 217 Critical Reasoning** **3 credits**



This course emphasizes the development of thinking skills, especially with regard to skills dealing with problems in everyday life. It includes meaning and definition, identification and reconstruction of arguments, evaluations of arguments, identification of fallacies, and writing argumentative papers.

**PHL 218 Formal Logic** **3 credits**

This course is an introduction to the principles of formal logic, including deductive validity, truth functional connectives, translation, truth tables, elementary inferences, predicate logic, and traditional syllogistic logic.

**PHL 219 World Philosophy I** **3 credits**

This course provides a broad overview of the historical development of philosophy from the roots of philosophy in oral traditions to the Enlightenment. It includes Western traditions as well as philosophy from India, China, Japan, the Near and Middle East, and Africa.

**PHL 220 World Philosophy II** **3 credits**

This course provides a broad overview of the historical development of philosophical thought from Kant and the nineteenth century through the twentieth century Western philosophy. The course includes recent philosophies in India, China, Japan, the Islamic World, and Africa.

**PHL 301 Metaphysics** **3 credits**

This course examines the nature of metaphysics through the examination of the role of metaphysical assumptions in moral, legal, social, political, religious, and scientific practices. Issues include the existence of God, the reality of value, the nature and persistence of the mind, the nature and identity of persons, the existence of the state and other collective entities, and causation and responsibility.

**PHL 302 God & Philosophy** **3 credits**

This course examines issues such as the existence of God, divine attributes, religious experience, faith and reason, the problem of evil, miracles and revelation, death and immortality, pluralism and religion, and ethics and religion.

**PHL 303 Legal Philosophy** **3 credits**

This course examines classical and contemporary views on the nature of law and legal reasoning. Also, it examines issues such as equality and liberty in constitutional law, punishment, excuses, and the nature of crime in criminal law, and causation and liability in tort law.

**PHL 304 Environmental Philosophy** **3 credits**

This course examines classical and contemporary views of the images of nature and worldviews concerning the treatment of the environment and animals. Also, it considers ethical issues such as wilderness, preservation, animal rights, population and

consumption, biodiversity, sustainable development and justice, and technology and the environment.

**PHL 305 Existentialism** **3 credits**

This course begins with an examination of classical writings of existential philosophy. Following this, it moves to consider recent adaptations of existential thinking among Black philosophers and concludes with consideration of what is a viable form of existentialism.

**PHL 306 Aesthetics** **3 credits**

This course examines selected topics in the nature of art and beauty. It includes discussion of formalism, expressionism, Marxism, criteria of art criticism, aesthetic perception, and theories of art. It addresses the question, "What is a work of art?"

**PHL 307 Political Philosophy** **3 credits**

This course is an examination in political philosophy such as the nature and justification of the state, representation and democracy, justice, equality, rights, liberty, and oppression.

**PHL 312 Twentieth Century Philosophy** **3 credits**

This course covers the great Western philosophical movements of the twentieth century. It examines the development of the analytical philosophy, including the positivists, Russell, Moore, Ryle, Wittgenstein, and Austin, and the development of continental philosophy, including the Husserl, Sartre, and Heidegger.

**PHL 401 Epistemology** **3 credits**

This course is an examination of issues such as skepticism, induction, the Gettier problem, justification, foundationalism, theories of truth, internalism and externalism, naturalized epistemology, a priori knowledge, and perception.

**PHL 402 Philosophy of Science** **3 credits**

This course is an examination of key issues in scientific knowledge such as the nature of scientific explanation, the validation of scientific theories, the historical development and the role of revolution in science, and realism versus anti realism in science.

**PHL 411 Philosophy Seminar** **3 credits**

This course examines a major philosophical problem or the writing of a major philosopher. The student writes an extended research paper on the selected problem or writer. *Prerequisites: PHL 401, PHL 301 or PHL 218*

**PHL 412 Philosophy Seminar** **3 credits**

This course examines a major philosophical problem or the writing of a major philosopher. The student writes an extended research paper on the selected problem or writer. *Prerequisites: PHL 401, PHL 301 or PHL 218*

**PHL 495 Independent Study**  
Independent Study

**1-4 credits**

## Religion Course Descriptions

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**REL 101 Introduction to Indigenous Religions** **3 credits**

This course is an introduction to the study of indigenous religions. The course deals with rituals, basic beliefs, and practices of western, eastern, and southern religions. The course is designed to enable the student to understand religion as a vital part of the human experience.

**REL 166 Religion of the Old Testament** **3 credits**

The religious history of the Hebrews from 2000 B.C. to the Christian era with special emphasis on the conceptions of God and man will be covered. Attention is given to the influence of social and political history on Hebrew religion and ethics.

**REL 188 Life and Teachings of Jesus** **3 credits**

This course is an introduction to the life and teachings of Jesus. The course includes a study of the background of the life of Jesus, and an analysis of his teaching methods and the content of his message.

**REL 200 Introduction to Religion** **3 credits**

This course is an introduction to the study of religion and its influence on contemporary culture. The course deals with the leaders, basic beliefs, and practices of three major world religions: Buddhism, Judaism, and Christianity. The course is designed to enable the student to understand religion as a vital part of the human experience. *Prerequisite: ENG 099*

**REL 202 Religious Ethics** **3 credits**

The ethics of Jesus, Aquinas, Calvin, Luther, Bennett, Niebuhr and other religious thinkers are studied with special reference to the challenge of contemporary culture to theological ethics.

**REL 204 Intro to Religious Phenomena** **3 credits**

This course is an introduction to the various religious modes and to the several approaches to the study of religion. The student will be introduced to a variety of methodological approaches, drawing on non-Western religions early African religion, Islam, Buddhism, etc. for concrete examples of phenomena.

**REL 231 Comparative Religious Ethics** **3 credits**

This course explores the ethics of the major religions of the world. The intent is to develop the ability to recognize distinctive elements of the moral consciousness that

have arisen in each tradition. The course also makes an inquiry into the relation between religious convictions and religious ethics as well as the extent to which these religions might find common ground in specific areas of moral concern, such as human rights, violence, and respect for life.

**REL 250 History of Christianity I** **3 credits**

The students will be introduced to the rise of Christianity. Biographical material relating to important figures, major themes, defining moments, and ideas will be identified. The theological debates and subsequent schisms will be examined; the growth of Christian institutions, popular piety, sects and heterodox groups will also be examined.

**REL 251 History of Christianity** **3 credits**

The students will be introduced to the historical and cultural settings in which major developments occurred. The impact of the Reformation on the Church, important figures, major themes, defining moments, and ideas will be identified. Major characteristics of the Eastern Orthodox Church, Protestantism and Roman Catholicism will be examined. The growth of Christian institutions, popular piety, ecumenism, sects and heterodox groups will be discussed.

**REL 301 Modern Religious Thought** **3 credits**

This is a survey of the major Western religious traditions, from the Nineteenth Century to the present, with special emphasis on science and religion, theology and culture, theology of liberation, and Black theology.

**REL 302 Philosophy of Religion** **3 credits**

This course is designed to acquaint students with not only the classical but also the current state of the debate in philosophy of religion. The course is intended to familiarize students with philosophical issues in religion both non Western and Western religions presuppose respective basic philosophies, which this course analyzes. Also, the course deals with not only theistic religions but also the entire breadth of religions, covering non theistic, Western, African and Eastern. Other themes include metaphysics, ethics and existence.

**REL 303 Religion in American Culture** **3 credits**

This course studies of the relation of religion to culture in American life both in its institutional and non-institutional forms. Special attention will be given to the religious significance of symbols and myths which have developed in American culture. It will also deal with the role of the major religious traditions: Protestantism, Roman Catholicism, Orthodoxy, and Judaism, in terms of their historical development and contemporary significance.

**REL 307 The African American Religion** **3 credits**

This course studies of the role that religion has played in the struggle of the Afro American to survive in a hostile environment. Special attention will be given to its folk

expression in sermon and song, its leading personalities, its institutionalization, and its function in the civil rights movement of the mid twentieth century.

**REL 309 Comparative Religions** **3 credits**

This course is an introduction to the study of Comparative religions. The course deals with the prophets, basic beliefs, rituals, theologies, and practices of select major world religions, namely: African Traditional Religion, Confucianism, Taoism, Hinduism, Buddhism, Judaism, Christianity, and Islam. The course is designed to enable the student to understand religions in their diversity.

**REL 310 Martin and Malcolm** **3 credits**

This course studies of the life and thought of America's greatest proponent of the "Theology of Social Action," in relation to his religious heritage, socioeconomic milieu, and the Black Afro American revolt of the mid Twentieth Century and 1960s.

**REL 314 Topics in Religion** **3 credits**

This course studies of the relation of religion to culture in American life both in its institutional and non-institutional forms. Special attention will be given to the religious significance of symbols and myths which have developed in American culture. It will also deal with the role of the major religious traditions: Protestantism, Roman Catholicism, Orthodoxy, and Judaism, in terms of their historical development and contemporary significance.

**REL 341 Introduction to Theology** **3 credits**

This is a course designed to acquaint students with not only the classical but also the current state of systematic theology. The course is intended to familiarize students with theological issues. Also, the course deals with a variety of theology covering Western, African, Asian and Eastern perspectives in theology. Other themes include metaphysics, existence ad ontology.

**REL 380 Sacred Texts** **3 credits**

This is a study of selected scriptures from various religious traditions including such topics as history, doctrinal teachings, ethical systems, methods of organization, worship, devotion, ritual and meditation. The study pays special attention to the meaning of holiness, authority, inspiration and life.

**REL 401 Major Religions of the World** **3 credits**

This is a study of the historical development and chief writings of such ancient and modern religions as Hinduism, Buddhism, Confucianism, Taoism, Shintoism, and Islam, Christianity, and African Traditional Religion.

**REL 402 Seminar in Religion** **3 credits**

This course investigates the basic methods used in the study of religion and their application to significant problems in religion. The selection of problems to be studied

will vary from year to year. Primarily for juniors and seniors majoring in religion, this course is open to other qualified students with the consent of the department.

**REL 495 Independent Study**  
Independent Study

**1-4 credits**

## Department of Sociology and Criminal Justice

The Department of Sociology and Criminal Justice makes it possible for students to graduate from Lincoln University confident in their ability to help shape a more humane world by putting their disciplinary knowledge to work in the fields such as human services, law, business, government, and community development, or by pursuing graduate studies. The programs housed in the department are all designed to provide students with a solid understanding of social processes, social institutions, and the linkages between the individual and the larger society. The department offers majors in Sociology, Anthropology, and Criminal Justice. Students may elect to pursue either a Bachelor of Arts degree, which is recommended for students considering postgraduate, professional or academic study, or a Bachelor of Science degree, which is generally career-oriented.

### Departmental Honors

Students majoring in the Department are eligible for the *departmental honors program* if they have attained Junior status, have a cumulative GPA of at least 3.3, and have completed three departmental courses with a grade of B+ or better.

The requirements for graduating with **Departmental Honors** are:

- Complete an Independent Research/Study project (SOC 495) on an advanced topic in his/her major under the supervision of a departmental faculty member.
- Have an overall cumulative GPA of 3.3 or better
- Have an GPA of 3.3 or better in his/her major
- Earn a Bachelor of Arts degree (Intermediate II (202) of any foreign language)
- Earn a B+ or better in the following courses:
  - SOC 305 Research Methods
  - SOC 306 Social Statistics
  - SOC 410 Senior Seminar
- Earn a B+ or better in the following course:
  - Sociology majors: SOC 318 Sociological Theory
  - Criminal justice majors: SOC 315 Courts and Corrections
  - Human services majors: HUS 245 Human Growth and Development

### Foreign Language Requirements/University Core Curriculum

All departmental majors must take **2 consecutive semesters of a foreign language**, which will fulfill the language requirement of the university Core Curriculum.

### Sociology Program

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The sociology major is designed to provide a broad intellectual and sociological background. The program provides students with both theoretical and methodological

tools as well as substantive insights to assist them in understanding social life, social organization, and social action. Because of the concentration's focus on developing analytic skills, Sociology at Lincoln is an excellent preparation for many fields that involve social policy analysis, including law, business management, education, government and social service.

<b>General Education specific</b>	<b>8 credits</b>
2 consecutive semester of a foreign language	
<b>Major</b>	<b>21 credits</b>
SOC 101 Introduction to Sociology	3
SOC 201 General Anthropology	3
HUS 243 Introduction to Human Services	3
SOC 305 Research Methods	3
SOC 306 Social Statistics	3
SOC 318 Sociological Theory	3
SOC 410 Senior Seminar	3
<b>Select one (1):</b>	<b>3 credits</b>
SOC 205 Marriage and Family or	
SOC 311 The American Community	
<b>Four departmental electives</b>	<b>12 credits</b>
<b>Total</b>	<b>36 credits</b>

### Anthropology Program

The anthropology major is designed to give students a comprehensive understanding of the cultural behavior, social organization, biological characteristics and the origin of humankind. The study of Anthropology introduces students to the discipline and provides them with a sound foundation in relevant concepts and approaches. Students will acquire knowledge related to diverse societies as well as about the concepts of anthropological theory. They will also develop their abilities to critically analyze and evaluate anthropological research. Courses such as General Anthropology, Ethnography of West Africa, Cultural Anthropology, and Anthropology of Religion provide the foundations for study and research.

<b>General Education specific</b>	<b>8 credits</b>
2 consecutive semester of a foreign language	
<b>Major</b>	<b>27 credits</b>
SOC 101 Introduction to Sociology	3
SOC 201 General Anthropology	3
SOC 205 Marriage and Family	3
SOC 208 Political Anthropology of African Societies	3



SOC 303 Cultural Anthropology	3
SOC 305 Research Methods	3
SOC 321 Ethnography of West Africa	3
SOC 354 Anthropology of Religion	3
SOC 410 Senior Seminar	3
SOC 414 Gender Anthropology	3
<b>Three departmental electives</b>	<b>9 credits</b>
<b>Total</b>	<b>39 credits</b>

### Criminal Justice Program

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The criminal justice major is designed to provide students with substantial knowledge of how the criminal justice system works on the local, state, and federal level. There is also a focus on understanding of the changing nature of interactions between criminal justice institutions and the people in these environments. Students will gain an awareness of the impact of different social forces on the types and rates of criminal conduct. The career choices for criminal justice majors are diverse and can include work in corrections, probation, the court system, and in a wide range of law enforcement agencies. Majoring in criminal justice also provides excellent preparation for students interested in pursuing graduate work in the fields of law, public and criminal justice system administration, political science and social work.

<b>General Education specific</b>	<b>8 credits</b>
2 consecutive semesters of a foreign language	
<b>Major</b>	<b>36 credits</b>
SOC 101 Introduction to Sociology	3
SOC 203 Introduction to Criminal Justice	3
SOC 207 Criminal Law I	3
SOC 305 Research Methods	3
SOC 306 Social Statistics	3
SOC 314 Criminological Theory	3
SOC 315 Court and Corrections	3
SOC 320 Introduction to Law Enforcement	3
SOC 410 Senior Seminar	3
ENG 314 Legal Analysis and Writing	3
PHL 217 Critical Reasoning	3
PSY 101 General Psychology	3
<b>Select one (1):</b>	<b>3 credits</b>
POL 101 American Government	3
POL 201 State and Local Government	3
<b>2 Criminal Justice electives</b>	<b>6 credits</b>

### Required Emphasis Area – All majors must choose one

<b>Law Enforcement Emphasis</b>	<b>15 credits</b>
PHL 111 Everyday Ethics <b>OR</b> PHL 215 Ethics	3
PSY 301 Social Psychology	3
PSY 214 Abnormal Psychology	3
SOC 322 Forensic Science	3
<b>Select one (1):</b>	<b>3 credits</b>
SOC 345 Criminal Investigation	
SOC 353 Criminal Evidence	
<b>Legal Studies Emphasis</b>	<b>15 credits</b>
POL 400 Legal Problem Solving	3
POL 401 Supreme Court and Constitutional Law	3
PHL 303 Legal Philosophy	3
SOC 301 Law & Society	3
<b>Select one (1):</b>	<b>3 credits</b>
POL 206 The Legal System	
BUS 334 Business Law	
COM 404 Media Law and Ethics	
<b>Forensic Science Emphasis</b>	<b>15 credits</b>
CHE 101 Intro to Chemistry	3
CHE 120 Chemistry for Health Science	3
BIO 305 Biological Techniques	3
SOC 322 Forensic Science	3
<b>Select one (1):</b>	<b>3 credits</b>
SOC 345 Criminal Investigation	
SOC 353 Criminal Evidence	
<b>Total</b>	<b>60 credits</b>

### Anthropology Minor

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SOC 101 Intro to Sociology (satisfies university core)	3
SOC 201 General Anthropology	3
SOC 205 Marriage and Family	3
SOC 303 Cultural Anthropology	3
Sociology Elective	3
<b>Total</b>	<b>15 credits</b>

### Sociology Minor

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SOC 101 Intro to Sociology (satisfies university core)	3
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SOC 201 General Anthropology	3
Three Sociology Electives	9
<b>Total</b>	<b>15 credits</b>

### Criminal Justice Minor

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SOC 101 Intro to Sociology (satisfies university core)	3
SOC 203 Intro to Criminal Justice	3
SOC 207 Criminal Law I	3
SOC 315 Court and Corrections	3
One Criminal Justice Elective	3
<b>Total</b>	<b>15 credits</b>

### Sociology and Criminal Justice Course Descriptions

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#### **SOC 101 Introduction to Sociology** **3 credits**

This course is an introduction to the basic concepts of sociology, including socialization, groups, institutions, and social change.

#### **SOC 201 General Anthropology** **3 credits**

This course is an introduction to the science of man and his works in the light of the findings of physical anthropology, cultural anthropology, archaeology, and linguistics.

*Prerequisite: SOC 101*

#### **SOC 203 Intro to Criminal Justice System** **3 credits**

This course provides a general introduction to criminal justice. The emphasis will be placed on the history of the criminal justice system and the interrelation of the three components of the system: law enforcement, the courts, and corrections. Students will examine crime trends and contemporary crime issues as they relate to American minorities. *Prerequisite: SOC 101*

#### **SOC 204 Human Geography** **3 credits**

This course will define the field of geography, its major subdivisions and basic concepts, and will consider the role of the human species as a major factor. Students will explore the complex nature of the relationship among physical geography, climate, ecology, human biology, and culture. *Prerequisite: SOC 101*

**SOC 205 Marriage and the Family** **3 credits**

This course has a special emphasis on the Black family and explores the myths related to the behavior and functioning of the Black family. Students will study the family as a social institution, including the parent child relationship and its influence on child growth and personality development, mate selection, marital adjustment, parenthood, family disorganization, and the investigation of alternative family forms. *Prerequisite: SOC 101*

**SOC 207 Criminal Law I** **3 credits**

This course examines the basic concepts, legal and sociological issues in substantive criminal law, the theories underlying criminal law; and the problems of the imposition and execution of punishments. Participants will focus on a specific problem area such as criminal liability and legal requirements for criminal defenses. Special emphasis is placed on such crimes as murder, manslaughter, burglary, rape, robbery, larceny, theft, assault and battery, and victimless crimes. *Prerequisite: SOC 203*

**SOC 208 Political Anthropology of African Society** **3 credits**

This course explores the methods and strategies of crisis management in different societies in contemporary Africa. It begins with the study of pre-colonial political institutions such as bands, acephalous societies, and centralized kingdoms. It looks at how colonialism has tried to restructure pre-colonial institutions for its own purposes. It concludes with a discussion of the human and environmental cost of modernization. *Prerequisite: SOC 101 recommended*

**SOC 209 Institutional Racism** **3 credits**

This course will require participating students to embark on an investigation of social institutions and the manner in which groups are victimized and deprived of products and services of these institutions in systematic fashion. Analysis of institutional practices which result in this penalization will be a major subject area. *Prerequisite: SOC 101*

**SOC 212 Social Deviance** **3 credits**

This course examines the nature, definitions, and functions of deviant behavior; and the importance of the concept of deviance in regulating human behavior in organized society. It places special emphasis on the major theoretical approaches to the causes of deviance. Discussion is centered on general characteristics of deviance and deviant individuals and social and individual factors producing deviance. Specific etiological and therapeutic aspects of crime, delinquency, addictive behavior, mental illness, suicide, and sexual deviance all serve as important topics. *Prerequisite: SOC 101*

**SOC 215 Class, Status & Social Mobility** **3 credits**

This course studies the investigation of social differentiation, the influence of this differentiation upon behavior, and the study of social mobility patterns and the effects of this mobility. *Prerequisite: SOC 101*

**SOC 244 Social Policy** **3 credits**

This course will cover the origin of social policy and the elements that influence its development. The historical, political, social and economic forces that effect policy will be addressed. The focus will be on current social policies as they are embodied in social welfare and human service programs. *Prerequisite: SOC 101*

**SOC 301 Law and Society** **3 credits**

This course is a study of everyday legal problems in the areas of criminal, consumer, family, housing, and individual rights law. The course will enable students to analyze, evaluate and, in appropriate situations, resolve legal disputes. *Prerequisite: SOC 101*

**SOC 303 Cultural Anthropology** **3 credits**

This course provides an introduction to the worldwide ethnographic literature: a study of the whole culture of selected societies through standard monographs. *Prerequisites: SOC 101, SOC 201*

**SOC 305 Research Methods** **3 credits**

This course teaches basic research methods in sociology, including survey and case techniques, participant observation, and preparation of research reports. *Prerequisite: SOC 101*

**SOC 306 Social Statistics** **3 credits**

This course emphasizes application, both in terms of statistical projects and analysis of classical sociological contributions. *Prerequisite: SOC 101*

**SOC 307 Methods I: Individuals & Family** **3 credits**

This course covers methods of intervention for working with individuals as well as families. Methods of interviewing, individual and family casework, crisis intervention, and long range planning will all be covered. *Prerequisite: SOC 101*

**SOC 308 Methods II: Group & Community** **3 credits**

This course is a study in the methods of intervention for working with groups and community organizations. The roles of advocate and enabler will be explored, as well as the supporting and initiating frames of reference in the overall content of the worker as a change agent. *Prerequisite: SOC 101*

**SOC 311 The American Community** **3 credits**

This course is a study of the spatial aspects and social processes of community development and community organization as influenced by historical, ecological, sociological, political and economic factors. Special emphasis will be placed on the current conditions in Black communities. Such areas as housing, health, education, transportation and citizen participation will be examined. *Prerequisite: SOC 101*

**SOC 314 Criminological Theory** **3 credits**

This course teaches the characteristics, causes, and correction of crime and delinquency, including discussion of various theories of deviant behavior and social disorganization.

*Prerequisite: SOC 203*

**SOC 315 Court & Corrections** **3 credits**

This course is a study of the American court system at both the state and federal levels. The course examines roles of professional and nonprofessional courtroom actors, pretrial activities, stages of criminal trial, and sentencing. Judicial organizations as well as the history and development of courts will be studied. *Prerequisite: SOC 203*

**SOC 318 Sociological Theory** **3 credits**

This course is an introduction to the history of sociological theory from the French Revolution to the present, with emphasis on application to contemporary theoretical problems. *Prerequisite: SOC 101*

**SOC 319 Urban Sociology** **3 credits**

This course is an introduction to the study of urban society and the urbanization process, with emphasis on the Western world. The characteristics of the city, its ecology, institutions, and problems will be covered. *Prerequisite: SOC 101*

**SOC 320 Intro to Law Enforcement** **3 credits**

The course will provide an overview of law enforcement policy, police operations, agencies, and police professionalism and ethics. *Prerequisite: SOC 203*

**SOC 321 Ethnography of West Africa** **3 credits**

The course deals with the subject of fieldwork defined recently as "a form of enquiry in which one immerses oneself personally in the ongoing social activities of some individual or group for the purposes of research" (Wolcott, 1995:12). It also examines the techniques, theories, and concepts relevant to sound cross cultural ethnographic work. It will attempt to study the traditional notions of the specialized area of doing fieldwork such as the "emic" and the "etic" approaches, "participant observation 148,148 interactive and non-interactive methods" as well as the various levels of interpretative analysis. *Prerequisite: SOC 101*

**SOC 322 Forensic Science** **3 credits**

This course examines scientific aspects of the criminal investigation. The major emphasis is placed upon the collection, analysis, preservation, and processing of physical evidence. Some of the topics to be covered include the crime scene search, fingerprints, blood analysis and DNA identification, firearms, hair, fibers, paint and questioned documents. *Prerequisite: SOC 101*

**SOC 323 Criminal Justice Admin** **3 credits**

This course is an examination of principles of management, organization, and administration as applied to law enforcement personnel. *Prerequisites: SOC 101, SOC 203*

**SOC 334 Social Movements & Change** **3 credits**

This course is an examination of the strategies of action of movements as well as the examination of their characteristics, membership and structure. The relationship of the social system and its changes to the social movements will be examined. *Prerequisite: SOC 101*

**SOC 336 Population** **3 credits**

Calculation and interpretation of birth, death and migration rates, relation of demographic trends to other aspects of social change, recent trends in fertility, mortality, migration and their relation to social factors and the problems of population estimation and of population policy will be covered in this course. *Prerequisite: SOC 101*

**SOC 344 Complex Organization** **3 credits**

This course is a study of more formal organizations including the functions and dysfunctions of bureaucracy, trends in management, and individual group reactions to organizational life. *Prerequisite: SOC 101*

**SOC 345 Criminal Investigation** **3 credits**

This course is a study of the elements and process of an investigation; a survey of scientific crime detection methods; identification and preservation of evidence and report writing. Topics to be covered include concepts and strategies of private security investigation. *Prerequisite: SOC 101*

**SOC 346 Community Based Corrections** **3 credits**

The concept of correction without incarceration; an examination of program alternatives to criminal justice processing, jail detention, and incarceration; programs for juveniles; problems and needs of female offenders and drug and alcohol offenders are dealt with in this course. *Prerequisite: SOC 101*

**SOC 347 Human Rights Issues in Criminal Justice** **3 credits**

This course examines the idea of human rights, its political and legal universality, and historical evolution. Major emphasis is on the concept of human rights and legal mechanisms developed to protect them within the criminal justice system. The course addresses critical human rights issues through different stages of the criminal justice process, criminal investigation, trial, sentencing, punishment, seeks to determine if constitution, statutes and judicial decisions establish a foundation for the policy which balances conflicting interests of the law. The interest of the citizens to protect their human rights and the interest of the state to control criminal conduct will be studied.

*Prerequisites: SOC 101, SOC 203*

**SOC 348 Juvenile Delinquency** **3 credits**

This course is an examination of the nature and scope of delinquency; the characteristics of the juvenile offender; prevention, control, and treatment programs.

*Prerequisite: SOC 101*

**SOC 349 Introduction to Victimology** **3 credits**

This course is a study of the victims of street crimes. The focus will be on the victim offender relationship, victim types, and conflicts between victims and the criminal justice system. *Prerequisite: SOC 101*

**SOC 350 Comparative Law Enforcement** **3 credits**

This course is a study and comparison of law enforcement systems, practices, and ideologies outside of the United States with an emphasis on strategies of crime control.

*Prerequisites: SOC 101, SOC 203, SOC 320*

**SOC 351 Comparative Criminal Justice** **3 credits**

This course examines and compares the legal and criminal justice systems of different nations. It focuses on historical, political and social factors, and explains their influence on legal institutions and systems of justice. The course discusses points of divergence between other societies and the United States in perceived causes of crime and differing approaches to rehabilitation and crime prevention. Countries representing Europe, Africa, Asia and Latin America are included. *Prerequisite: SOC 101*

**SOC 352 Criminal Law II** **3 credits**

This course introduces students to the rules and procedures that govern the pretrial processing of criminal suspects and the conduct of criminal trials. While being primarily focused on principles of American criminal procedure, the course also examines character proceedings in different criminal justice systems worldwide. Discussion includes a number of issues relevant to the constitutional safeguards, as well as the cases reflecting current trends in criminal procedure. *Prerequisite: SOC 101*



**SOC 353 Criminal Evidence** **credits**

This course provides students the opportunity to develop their understanding of the manner in which legal issues and disputes are resolved by trial. The class focuses on the manner in which the trial system works and the reasoning behind the rules governing its operation, including rules of evidence: the mechanics of the adversary system, relevancy, reliability, and rules of exclusion based on policy considerations other than relevancy and reliability. Topics and activities include such learning tools as videotapes, mock trials, observation of actual court trials, lectures, take home assignments, and exams. *Prerequisites: SOC 101, SOC 203, SOC 352*

**SOC 354 Anthropology of Religion** **3 credits**

This course employs the rules of the sociological method to explore religion. It identifies the characteristics of the sacred and its function in explaining the inexplicable. On the one hand, effort is made to distinguish the sacred from the profane and, on the other, magic from religion. It concludes with an exploration of the controversy surrounding the difference between religion and spirituality. *Prerequisite: SOC 101*

**SOC 390 Special Topics** **3 credits****SOC 410 Senior Seminar** **3 credits**

This is a senior seminar devoted to the intensive study of topics in the areas of sociology, anthropology and human services. The topics to be covered will vary from year to year in accordance with the interests and concerns of students currently enrolled. This course is normally taken in the student's senior year. *Prerequisites: SOC 305, SOC 306*

**SOC 414 Gender Anthropology** **3 credits**

This course will explore gender issues in culture at the intersections of power, health, social and criminal justice. It examines how male-oriented hegemony, embedded in patriarchal cultures, reproduces inequality in health, social and criminal justice between males and females. *Prerequisites: SOC 201*

**SOC 495 Independent Study** **1-4 credits**

Faculty supervised research

## **COLLEGE OF PROFESSIONAL, GRADUATE AND EXTENDED STUDIES**

The College of Professional, Graduate & Extended Studies provides undergraduate study to students in the following areas: Business & Entrepreneurship, Education, Psychology and Human Services and Extended Studies (non-degree unit).

The faculty in each department educates and trains students to become leaders in their respective majors, i.e., education, business and entrepreneurial studies, psychology, and human services. The curriculum for the aforementioned units in the College of Professional, Graduate & Extended Studies is grounded in the liberal arts tradition balanced by field experiences which stress active research and problem solving skills that enhance the student's knowledge base in the real world.

## Department of Business and Entrepreneurial Studies (BES)

The department of Business and Entrepreneurial Studies is a career-oriented department that educates its students for the professions as executives and economic entrepreneurs. Its programs are oriented toward theory and practice by integrating multidisciplinary, transdisciplinary and discipline-specific knowledge in the major business and allied fields in response to public and private sector organizational needs. The Center infuses entrepreneurship and information technologies in its curriculum. It aspires to be at the forefront of idea creation that leads to product development and commercialization through its entrepreneurship program and in the knowledge-based industry through its information technology course infusion.

Since the professions demand students who are entrepreneurs, can influence business practices and improve productivity efficiencies and effectiveness, the Center will align with entrepreneurs and organizations to create and incubate entrepreneurial business ventures, consulting practices, and business laboratories. This exposure will provide students with valuable experiential learning, expand their knowledge in a variety of business disciplines, and build critical problem solving, decision-making, project management, marketing and leadership skills. BES's students will gain a competitive edge and be fully prepared to face any challenges they are likely to experience in the globally marketplace.

A Center of Excellence in Business and Entrepreneurial Studies (BES) student must satisfy the course requirements in of the schema below. To graduate with a **Bachelor of Science (BS)** degree, a student must complete a minimum of **120 – 124** credits. A **Bachelor of Arts (BA)** degree candidate must also fulfill the course requirements plus any additional language requirements of the department of Foreign Languages and Literatures. Because of the emphasis on multidisciplinary bodies of knowledge, the Center's students may also pursue additional minors and majors in any discipline that Lincoln University offers. However, the student should consult with his/her academic advisor and/or the Chairperson of the BES before embarking on such an academic journey.

<i>University Core</i>	<i>BES Core</i>	<i>BES Major</i>	<i>BES Minor</i>	<i>Academic Enrichment</i>	<i>Free Electives</i>	<i>Total</i>
<b>45-49</b>	<b>24</b>	<b>24</b>	<b>15</b>	<b>6</b>	<b>6</b>	<b>120-124</b>

Students who graduate from the BES program possess a wide range of pre-professional and integrated academic skills and experiences that prepare them to successfully enter and negotiate the competitive postgraduate job market of increasing change, complexity and ambiguity. The Center also encourages its students to pursue advanced degrees (MA, MBA,

MS, and PhD.) and professional certifications, such as the Certified Public Accountant (CPA), Chartered Financial Analyst (CFA), Certified Financial Planner (CFP), Certified Internal Auditor (CIA), Certified Management Accountant (CMA) and others.

BES believes that “Business is the most powerful force for positive change in the world today.” The Center is committed to providing the very best business and interdisciplinary undergraduate education that is available in academia to stimulate and facilitate changes in the global marketplace and expand the boundaries of knowledge.

### **BES Department Core Requirements**

ACC 203 Principles of Financial Accounting	3
ACC 204 Principles of Managerial Accounting	3
ECO 202 Principles of Microeconomics*	3
FIN 341 Financial Management	3
MAT 120 Calculus for Life Science and Social Science Majors**	4
MGT 306 Quantitative Methods for Management	3
MGT 335 Principles of Management	3
MKT 337 Principles of Marketing	3
<b>Total BES Core</b>	<b>25 credits</b>

\*A **BES** student must take **ECO 201 Macroeconomics** in the university’s core.

\*\*A **BES** student may be required to take **foundation** Mathematics courses (**MAT 102/110/117**) prior to completing **MAT 120**.

### **BES Academic Enrichment Requirements**

BES 459 Senior Seminar	3
<b>Select one (1):</b>	
BES 420 Cooperative Education	3
BES 430 Internship	3
BES 440 Study Abroad	3
BES 495 Research	3
<b>Total Academic Enrichment</b>	<b>6 credits</b>

- Consult with your advisor before embarking on an internship, a cooperative education or study abroad program.
- A BES student who studies abroad can use one of the courses in his/her international study to fulfill the BES 440 course requirement.

### **BES Required Electives**

BUS 310 Business Research Methods	3
BUS 436 Business Communications	3
<b>Total elective credits</b>	<b>6 credits</b>

## Accounting Program

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<b>General Education specific requirements:</b>	
<b>Math:</b> MAT 114 Elementary Statistics	3
<b>Social Sciences:</b> ECO 201 Macroeconomics	3
<b>BES Core (see above)</b>	<b>25 credits</b>
<b>Major</b>	
ACC 331 Intermediate Financial Accounting I	3
ACC 332 Intermediate Financial Accounting II	3
ACC 338 Federal Income Taxation/Individual	3
ACC 340 Accounting & Management Info Systems	3
ACC 431 Advanced Financial Accounting	3
ACC 433 Advanced Managerial Accounting	3
ACC 441 Government & Nonprofit Accounting	3
ACC 451 Auditing	3
<b>Total Major</b>	<b>24 credits</b>
<b>Academic Enrichment (see above)</b>	<b>6 credits</b>
<b>Electives (see above)</b>	<b>6 credits</b>
<b>Minor</b>	<b>15 credits</b>
<b>Total</b>	<b>76 credits</b>

## Finance Program

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<b>General Education specific requirements:</b>	
<b>Math:</b> MAT 114 Elementary Statistics	3
<b>Social Sciences:</b> ECO 201 Macroeconomics	3
<b>BES Core (see above)</b>	<b>25 credits</b>
<b>Major</b>	
ECO 313 Money and Banking	3
FIN 342 Advanced Financial Management	3
FIN 345 Principles of Investments	3
FIN 347 International Financial Management	3
FIN 447 Risk Management and Insurance	3
FIN 450 Cases in Financial Management	3
FIN 453 Investment Portfolio Management	3
FIN 455 Financial Institutions Management	3
<b>Total Credits</b>	<b>24 credits</b>
<b>Academic Enrichment (see above)</b>	<b>6 credits</b>

<b>Electives (see above)</b>	<b>6 credits</b>
<b>Minor</b>	<b>15 credits</b>
<b>Total</b>	<b>76 credits</b>

### Information Technology Program

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**General Education specific requirements:**

<b>Math:</b> MAT 114 Elementary Statistics	3
<b>Social Sciences:</b> ECO 201 Macroeconomics	3
<b>Computer Science:</b>	<b>6 credits</b>

**Information Technology** majors **must** take **CSC 158 or CSC 152** and **two** additional CSC courses of their choice.

Altogether, an information technology major will have to complete **three** CSC courses, one in the major and two under this language/CSC in the university Core requirements.

<b>BES Core (see above)</b>	<b>25 credits</b>
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**Major**

CSC 152 or 158 Intro to Programming or Programming I	3-4
INF 208 Enterprise Resource Planning (ERP)	3
INF 330 Information Technology Management	3
INF 345 Supply Chain Management	3
INF 349 E-Commerce/E-Business	3
INF 354 Database Management	3
INF 420 Data Modeling, Mining & Warehousing	3
INF 440 Project Management	3
<b>Total Credits</b>	<b>24-25 credits</b>

<b>Academic Enrichment (see above)</b>	<b>6 credits</b>
<b>Electives (see above)</b>	<b>6 credits</b>
<b>Minor</b>	<b>15 credits</b>
<b>Total</b>	<b>76-77 credits</b>

### Management Program

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**General Education specific requirements:**

<b>Math:</b> MAT 114 Elementary Statistics	3
<b>Social Sciences:</b> ECO 201 Macroeconomics	3

<b>BES Core (see above)</b>	<b>25 credits</b>
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**Major**

BUS 334 Business Law	3
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BUS 441 International Business	3
ETP 320 Entrepreneurship: Launching New Ventures	3
FIN 345 Principles of Investments	3
MGT 343 Leadership	3
MGT 435 Organizational Behavior	3
MGT 437 Human Resources Management	3
MGT 439 Production and Operations Management	3
<b>Total Credits</b>	<b>24 credits</b>
<b>Academic Enrichment (see above)</b>	<b>6 credits</b>
<b>Electives (see above)</b>	<b>6 credits</b>
<b>Minor</b>	<b>15 credits</b>
<b>Total</b>	<b>76 credits</b>

### **BES's academic management recommends:**

- Accounting students to take additional courses in Finance and Information Technology
- Finance students to take additional courses in Accounting, Economics or Information Technology
- Management students to take additional courses in Accounting, Finance or Information Technology.
- Regardless of major or minors, students encouraged to take courses in **Entrepreneurship**.

### Accounting Minor

ACC 331 Intermediate Accounting I	3
ACC 332 Intermediate Accounting II	3
ACC 433 Advanced Managerial Accounting	3
Select two (2) from Accounting or BES major or electives	6
<b>Total Credits</b>	<b>15 credits</b>

### Economics Minor

ECO 301 Price Theory	3
ECO 313 Money and Banking	3
ECO 315 Public Finance	3
ECO 336 Managerial Economics	3
ECO 348 International Economics	3
<b>Total Credits</b>	<b>15 credits</b>

### Entrepreneurial Studies Minor

ETP 320 Entrepreneurship: Launching New Ventures*	3
ETP 330 Entrepreneurial Finance	3
ETP 340 Intellectual Property Law	3

ETP 400	Enterprise Innovation, Production and Marketing	3
INF 349	E-Commerce/E-Business Technology	3
ETP 401	Entrepreneurship Seminar	3
ETP 401L	Entrepreneurship Lab	1
<b>Total Credits</b>		<b>19 credits</b>

\*A **Management** major who elects **Entrepreneurship** as a minor must **substitute ETP 320** by taking another course in any of BES' majors or electives.

### Finance Minor

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FIN 345	Principles of Investments*	3
FIN 347	International Financial Management	3
FIN 455	Financial Institutions Management	3
<b>Select two (2):</b>		
	Any course from the Finance major or BES major or electives	6
<b>Total Credits</b>		<b>15 credits</b>

\*A **Management** major who elects **Finance** as a minor must **substitute FIN 345** by taking another course in any of the BES majors or electives.

### Information Technology Minor

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INF 208	Enterprise Resource Planning (ERP)	3
INF 330	Information Technology Management	3
INF 354	Database Management	3
<b>Select two (2):</b>		<b>6 credits</b>
	Any course from the Information Technology major or BES majors or electives	
<b>Total Credits</b>		<b>15 credits</b>

### Management Minor

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BUS 441	International Business	3
MGT 343	Leadership	3
MGT 437	Human Resources Management	3
<b>Select two (2)</b>		<b>6 credits</b>
	Any course from the Management major or BES majors or electives	
<b>Total Credits</b>		<b>15 credits</b>

### Business and Entrepreneurial Studies Minor for Non-Business Majors

- A non-business student may pursue a minor in Business Management providing the 24 credits requirement is completed.



- A non-business student may pursue a minor in Accounting, Economics, Entrepreneurship, Finance, Information Technology, and Management providing he/she completes ACC 210, ECO 210, FIN 341, MGT 335 and MKT 337.

### **Business Management Emphasis**

ACC 210 Financial Accounting for Non-Business Majors	3
ECO 210 Economics for Non-Business Majors	3
FIN 341 Financial Management I	3
MGT 335 Principles of Management	3
MKT 337 Principles of Marketing	3
Select three (3):	9
Any course from BES major/minor or BES electives	
<b>Total Credits</b>	<b>24 credits</b>

### **Current CPA Option**

In some states, students are required to complete **150** credit hours before they can sit for the CPA examination. Since the Center of Business and Entrepreneurial Studies total undergraduate credit hours requirement is **124**, a CPA student has the following recourse:

1. Complete the additional **26** credit hours at Lincoln during **four** academic **summer** sessions, including the summer following the student's spring graduation. For example, a student entering Lincoln in fall 2016 will take a minimum of 2 courses each in summers 2017, 2018, 2019 and 2020. The 2-credit hour deficit can be scheduled during the regular academic years.
2. Pursue an **MS** degree in Finance/Human Resources Management or an **MBA** degree at the University City location in Philadelphia. (*The MBA is not available at this time.*)
3. Complete the dual five-year **BA/MBA** or **BS/MBA** program. (*These combined undergraduate/graduate degrees are not available at this time.*)
4. Pursue a **double** major in two of the Center's disciplines. The 2 credit hour deficit can be scheduled during the regular academic years.

### **General Notes for BES students**

A BES student who wishes to pursue a double-major must complete the course requirements for each major. In instances where two majors require the same course fulfillment, the student must select a course from another major or BES electives to satisfy the major requirement. (See majors in management and finance, for example, where FIN 345 Principles of Investments is a required course.)

On a situational basis, a student may request, and the Center's management may permit, course substitution in any of the majors and/or minors providing there are bona fide reasons. A study-abroad student, for example, may seek substitution for a course that closely approximates one of the Center's required major/minor courses. Approval must be obtained from student's advisor and chairperson.

BES students who plan to pursue double majors and double minors in the BES Center or in non-business disciplines must consult with their advisor and/or the chair.

## Business & Entrepreneurial Studies Electives

ACC 435 International Accounting	3
ACC 475 Forensic Accounting	3
ECO 302 Income Theory	3
FIN 360 Principles of Real Estate	3
INF 360 Web-based System Design & Development	3

## Business and Entrepreneurial Studies Course Descriptions

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### **ACC 203 Principles of Financial Accounting** **3 credits**

This course provides an understanding of the basic concepts of accounting. Students are expected to acquire proficiency in accounting for proprietorships. Topics include recording transactions, preparations of basic financial statements and maintenance of ledger accounts.

*Prerequisite: ENG 101*

### **ACC 204 Principles of Managerial Accounting** **3 credits**

This course is intended to present accounting for decision making. Principles of accounting for larger entities such as partnerships and corporations are addressed. Additional topics include cash flow analysis, cost volume profit analysis, analysis of financial statements and elementary cost accounting. *Prerequisite: ACC 203*

### **ACC 210 Financial Accounting for Non Business Majors** **3 credits**

The purpose of this course is to provide an overview of Financial Accounting principles, procedures, classifications and financial statement analysis to Non Business Majors pursuing a minor in Business Management. Topics include the development and analysis of business transactions, and an understanding of the components of the income statement and balance sheet. Students will receive a thorough grounding in accounting principles that are normally taught in ACC 203 and ACC 204 and be exposed to financial management concepts.

*Prerequisite: ENG 101*

### **ACC 331 Intermediate Accounting I** **3 credits**

The topics considered in this course include an in depth analysis of the treatment applicable to each balance sheet account, financial statements and net income concepts, generally acceptable accounting principles, and interpretation of financial statements.

*Prerequisites: ACC 204, ECO 201, ECO 202*

### **ACC 332 Intermediate Accounting II** **3 credits**

This course entails a continuation of the study of technical financial accounting and reporting which was initiated in Intermediate Accounting I. Follow up inquiry will be made on the topics

of the underlying concepts of financial accounting and on the following subjects: the basic accounting process, basic financial statements, time value of money and current assets.

*Prerequisite: ACC 331*

**ACC 338 Federal Income Taxation of Individuals** **3 credits**

This course provides an overview of Federal income taxation, followed by a study of tax theory, tax accounting principles, tax planning and research, involving the applicable laws and regulations. Students will understand the structure of the individual income tax and the solution of individual tax problems. The course will also introduce students to the Federal and State Individual Income Tax returns, including sole proprietorships. *Prerequisite: ACC 204*

**ACC 339 Tax Accounting for Business** **3 credits**

This course covers the Federal and State Income Tax laws and regulations for partnerships and corporations. The unique accounting and tax planning problems are analyzed and alternative solutions evaluated from the business taxpayer's advantage. *Prerequisite: ACC 204*

**ACC 340 Accounting & Management Information Systems** **3 credits**

This course will introduce students to information technology system that support and are integral to financial and managerial accounting. Topical coverage will include system design, implementation, operation, and system upgrading using commercial accounting software packages that bridge the gap between theory and practice. ERP laboratory exercises will be integrated in class lectures and assignments. *Prerequisite: ACC 204*

**ACC 431 Advanced Accounting** **3 credits**

This course delves into aspects of comprehensive advanced accounting problems faced by private enterprises and reviews general accounting theory and current applications in relation to legal, administrative and financial mandates for private concerns. Its topics include: foreign currency, mergers and consolidations and fund accounting. *Prerequisite: ACC 332*

**ACC 433 Advanced Managerial Accounting (formerly ACC 333)** **3 credits**

The emphasis is on managerial accounting concepts relevant for decision making. The course will employ accounting information systems strategies and applications for planning, decision making, and control of operational and administrative activities in a variety of management and business environments. Topical coverage cost accounting, variance analysis, budgeting, responsibility accounting and related areas in complementary disciplines. This is an ERP infused course. *Prerequisite: ACC 332*

**ACC 435 International Accounting (formerly ACC 335)** **3 credits**

This course will provide students with an overview and specific presentation of the differences between US accounting standards and other standards. Comparative analysis of accounting principles and practices outside the United States including international financial accounting standards, current problems of international financial reporting, accounting planning and control for international financial operations and multinational companies will be covered. Regional variations and historical evolution of accounting standards and an understanding of

the current and proposed framework for future International standards will be discussed and studied. *Prerequisite: ACC 332*

**ACC 441 Government and Non Profit Accounting**

**3 credits**

This course analyzes accounting principles and procedures unique to state and local governments, and nonprofit organizations. The course explores the role of Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB) in establishing accounting standards and disclosure requirements for governments and not-for-profit organizations. This course will provide students with an overview and specific presentation of the differences between US accounting standards and other standards. Comparative analysis of accounting principles and practices outside the United States including international financial accounting standards, current problems of international financial reporting, accounting planning and control for international financial operations and multinational companies will be covered. Regional variations and historical evolution of accounting standards and an understanding of the current and proposed framework for future International standards will be discussed and studied. *Prerequisite: ACC 332*

**ACC 451 Auditing** (formerly ACC 351)

**3 credits**

This course introduces students to auditing theory and practice. It covers external and internal auditing, internal controls, and audit reporting practice and concepts. *Prerequisite: ACC 332*

**ACC 475 Forensic Accounting** (formerly ACC 375)

**3 credits**

Forensic Accounting is a rapidly growing area of accounting and is primarily concerned with the detection and prevention of business fraud and related white collar crimes. This course will provide students with the expertise and investigative skills to combine theoretical and applied accounting knowledge to expose criminal behavior that violates generally accepted accounting and financial principles. Case studies of current and past corporate violations and litigations will supplement class lectures. Emphasis will also be placed on helping students develop logical reasoning, problem solving and critical thinking and information technology skills. *Prerequisite: ACC 332*

**ACC 495 Independent Study**

**1-4 credits**

Independent Study

**BES 390 Special Topics**

**3 credits**

**BES 420 Cooperative Education**

**3 credits**

On- and/or off-campus work/assignments performed under the supervision of an instructor within the department of Business and Information Technology in cooperation with internal/external institutional or organizational management.

**BES 430 Internship**

**3 credits**

This course gives students the opportunity to receive credits for interning with enterprises in the public and private sector or with departments within the university. A student may also be able to combine his/her study abroad experience with an internship opportunity.

**BES 440 Study Abroad** **3 credits**

Study Abroad

**BES 459 Senior Seminar S.M. / B.P.** **3 credits**

A capstone course that strategically integrates the department's major and minor disciplines within the context of prevailing domestic and international environmental issues that influence and affect enterprise management. This is an interdisciplinary writing emphasis course based upon enterprise research, case study analysis, lecture, site visitations and class discussion. The major strategic forces and ethical issues that affect enterprise efficiency, effectiveness, productivity and socially responsible management are considered and extrapolated from the assigned text and topical readings from print journals and the web are explored at length. Students will conduct research and write papers on several integrative research themes.

**BES 495 Independent Study** **1-4 credits**

Faculty supervised research.

**BUS 101 Introduction to Business** **3 credits**

This course is designed for freshmen students from any major and will introduce a series of basic concepts about the information and operation of business units in the economic, financial, and legal environments within an economy.

**BUS 310 Business Research Methods** **3 credits**

This course deals with further topics in multiple regression analysis. The course also includes applications using a computer package such as SAS or SPSS. Inventory models, linear programming applications in business: graphical methods and the simplex method, transportation and assignment problems, introduction to goal programming and integer programming, queuing theory: waiting line models, Network models, simulation and Markov analysis will be covered. *Prerequisites: MAT 114, MGT 335*

**BUS 334 Business Law** **3 credits**

This course is an introduction to the body of law that governs business transactions and employment. The course will stress the Uniform Commercial Code as it applies to secure transactions, commercial papers and sales. Employment relationships, employer employee labor relations and discrimination, and independent contractors are examined. This course is open to majors in other departments. *Prerequisite: MGT 335*

**BUS 436 Business Communications** **3 credits**

This course offers an advanced analysis of communication processes, systems, and problems facing large organizations. Topics include analysis and practice in writing, listening, briefings, reports and career interviewing, searching, etc. Special emphasis is on management and

supervision controlling, directing, giving orders and instructions, employee performance, and communicating with the boss. *Prerequisite: MGT 335*

**BUS 441 International Business**

**3 credits**

This course deals with the overview of current international business patterns, what makes international business different from domestic business, the social systems within countries as they affect the conduct of business from one country to another, the major theories explaining international business transactions and the institutions influencing the activities.

*Prerequisites: ECO 201, ECO 202, FIN 341*

**BUS 495 Independent Study**

**1-3 credits**

Faculty supervised research

**ECO 201 Principles of Macroeconomics**

**3 credits**

This course serves as an introduction to fundamental economic concepts and analysis, the determinants of the aggregate level of economic activity in a mixed economy, and fiscal and monetary policy. Topics will include inflation, full employment, and the business cycle.

*Prerequisite: MAT 102*

**ECO 202 Principles of Microeconomics**

**3 credits**

This course is an analysis of consumer and producer behavior under alternative market structures, the pricing of productive factors, and issues in resource allocation. *Prerequisite: MAT 110*

**ECO 210 Economics for Non Business**

**3 credits**

This course develops the basic principles of micro and macroeconomics through intuitive thinking and everyday examples taken from individual household, firm, and government behavior. The basics of national economic accounting and economic indicators will be covered. Students will deepen their coverage of topics through following printed economic bulletins organized by topics and discussed in individual and group presentation formats. Financial literature such as the Wall Street Journal, Business Week and other journals will be used to supplement classroom lectures. Students will receive a thorough grounding in micro and macroeconomics normally taught in ECO 201 and ECO 202. *Prerequisite: MAT 102*

**ECO 301 Price Theory**

**3 credits**

The theory of consumer and firm behavior, general equilibrium and exchange market structure and performance, factor markets, the theory of distribution of income and inter temporal decisions, the theory of economic policy are covered in this course. *Prerequisites: ECO 201, ECO 202, MAT 120, MGT 335*

**ECO 302 Income Theory**

**3 credits**

This course covers the theory of income determination, both static and dynamic, integrating the money supply, interest rates, the price level and technological change, with an emphasis on Keynesian economic theory. Macroeconomic policy design and evaluation and some of the

basic econometrics models of the U.S. and Canadian economies will be studied.

*Prerequisites: ECO 201, ECO 202, MAT 120, MGT 335*

**ECO 313 Money and Banking**

**3 credits**

This class is a study of monetary policy and the Federal Reserve system, financial markets and financial intermediaries, the regulation and structure of the commercial banking industry, and international banking. *Prerequisite: MGT 335*

**ECO 315 Public Finance**

**3 credits**

This course presents an analysis of various sources of financing government, such as taxation, debt and other non-tax revenues, in terms of their incidence and economic effects. An examination of current issues including the role of government in a market economy, functional specialization among the different levels of government, and policies toward poverty are included. This course is open to students from other departments at the junior and senior levels. *Prerequisite: FIN 341*

**ECO 317 Urban Economics**

**3 credits**

This course presents an economic analysis of pressing urban problems with a view to gaining an understanding of those problems and developing solutions to them. Urban problems to be examined include poverty, housing, health, transportation, pollution, and crime. This course is open to students from other departments at the junior and senior levels. *Prerequisites: ECO 201, ECO 202, FIN 341, MGT 335*

**ECO 336 Managerial Economics**

**3 credits**

Decision making in the modern business firm, demand and cost analysis, inventory problems, investment problems, and deterministic and probabilistic models of managerial operations are analyzed. Applications in transportation and other public utility corporations will be emphasized. *Prerequisites: MAT 120, MGT 335*

**ECO 348 International Economics**

**3 credits**

This course covers the International Monetary System in world trade and payments and the balance of payments, concepts, definitions and measurement. Theories of balance of payments adjustment under various exchange rate regimes, and capital flows. As well as foreign currency markets and their role in trade financing and investment. International lending and the foreign debt problems of less developed countries are covered. *Prerequisites: ECO 201, ECO 202*

**ECO 495 Independent Study**

**1-4 credits**

Faculty supervised research.

**ETP 320 Entrepreneurship**

**3 credits**

This course provides an overview of entrepreneurship and will teach students how to write a business plan, research a market, and keep accounting records. The legal, financial, organizational planning and human relations aspects of small businesses will be covered. Students will discuss aspects of launching a new venture and explore the use of computers for

keeping inventories, payroll, and purchasing. A capstone project will involve the embryonic development of a small commercial and/or consulting venture, which will be expanded in ETP 400. Case studies and guest entrepreneur presentations will supplement class lectures.

*Prerequisites: ECO 201, ECO 202, ACC 204*

### **ETP 330 Entrepreneurial Finance**

**3 credits**

This course presents a working knowledge of core financial concepts that entrepreneurs need to understand to operate their business enterprises. Rather than a consideration of the large organization, the focus is on sole proprietorships, partnerships, limited liability companies, and private corporations. Traditional corporate finance topics are covered and expanded to include retirement plan and investment decisions, financial planning, and risk management. Cases studies will supplement class lectures. *Prerequisites: ETP 320, FIN 341*

### **ETP 340 Intellectual Property Law**

**3 credits**

Innovation and the protection of innovative technologies are fundamental to business creativity and success. This course is designed to provide students with an introduction to the body of intellectual property law that governs business transactions. The course will stress understanding of the various forms of protection that are legally available: patents, trademarks, copyrights, and trade stress the suitability of one type of protections opposed to another , and how to make a sound business decision in choosing forms of protection that are appropriate for diversified enterprises. *Prerequisite: BUS 334*

### **ETP 400 Enterprise Innovations, Production and Marketing**

**3 credits**

This objective of this course is to support the creation, development, production, transfer, and marketing of goods and service technologies for use by public and private sector enterprises in diversified industries. The course furthers the groundwork for idea creation by investor entrepreneurs, idea application and commercialization that was established in ETP 320. Students will benefit from appearances from guest entrepreneurs and public/private sector executives who will expose them to the best available innovations, financing, manufacturing and marketing expertise of existing and startup enterprises.

*Prerequisites: ETP 320, ETP 330, ETP 340*

### **ETP 401 Entrepreneurship Seminar**

**3 credits**

This seminar explores advanced topics in entrepreneurship, applying innovative solutions to pressing issues that entrepreneurs face in sustaining business enterprise. This is a course on discovery, using a logical and systematic approach to the identification of emerging problems that have caused business failure. Emphasis will involve in-depth examination of challenges in entrepreneurship and build the knowledge, skills and attitudes necessary for responding to such challenges that result in sustained growth and successful business practices. *Prerequisite: ETP 330*

### **ETP 401L Entrepreneurship Lab**

**1 credit**

This lab further crystallizes successful business enterprise development introduced in Entrepreneurship Seminar-ETP 401. In this experiential learning environment students will hone



their entrepreneurial skills in idea creation, business incubation, development, research and finally commercialization. This learning laboratory will foster entrepreneurial venture development using a cross-disciplinary approach, working in collaboration with well-established entrepreneurs, academics, government professionals in business contract consulting and others to guide students through their selected business venture experience. *Co-requisite: ETP 401*

**ETP 495 Independent Study**

**1-4 credits**

Independent Study

**FIN 341 Financial Management**

**3 credits**

This course presents an introduction to fundamental concepts in financial management and financial statement analysis. Long term investment and financing decisions, and related financial policy problems, working capital management with an emphasis on cash management are addressed. This is an ERP infused course. *Prerequisites: ACC 204, MAT 114, MGT 335*

**FIN 342 Advanced Financial Management**

**3 credits**

This is an advanced financial management course, which is an extension of FIN 341 that integrates previously learned accounting and financial concepts and practices. Emphasis will be placed on the application of the major financial principles that guide sound financial decisions in a modern enterprise. Students will be exposed to financial performance indices and models that are employed in the ongoing management, growth, and control of the enterprise, crises management, turn around strategies, and forecasting. The role of the financial manager in securing sources of short and long term funding, enterprise valuation and capital budgeting, development of financial reporting and strategic planning will be extensively covered. The approach will be a combination of lecture, discussion, case studies, and problem solving with a focus on sound managerial financial decision making. *Prerequisites: FIN 341, MAT 120*

**FIN 345 Principles of Investments**

**3 credits**

This course will cover many of the major areas and issues in the investment banking industry. Particular emphasis will be placed on the dynamics of the stock market in relation to the investment portfolio decisions and the various concomitant factors, which impinge on them, such as interest rates, bond prices, micro and macroeconomic issues, and domestic and global economies. *Prerequisites: FIN 341, MAT 120*

**FIN 347 International Financial Management**

**3 credits**

The course emphasis is on financial decision making and policies of the international corporation. Risks and returns of international investments, corporate strategy and the decision to invest abroad, including joint ventures with national governments and foreign private enterprises are examined. The management of short term capital flows in the multinational firm as well as concepts; definitions and measurements of exposure and risks are analyzed. *Prerequisite: FIN 341*

**FIN 360 Principles of Real Estate**

**3 credits**

This course will introduce students to the numerous investment decisions involved in real estate, such as whether or how to lease, buy, sell or mortgage a property. The analysis and prediction of forces in the market that determine real estate values will be considered. Decisions regarding the timing of property renovation, rehabilitation, and demolition as well as how and when to divest sell, trade, or abandon a property will be considered. *Prerequisites: ECO 201, ACC 203, MGT 335*

**FIN 447 Risk Management and Insurance**

**3 credits**

This course is designed to expose students to the identification and analysis of all types of risks a public or private organization encounters in its conduction of business and an individual is exposed to in his/her life cycle. The overall assumption is that risks can be managed if they are identified prior to a loss, and insurance is an important available tool for that purpose. Substantial discussion of the myriad of potential losses incurred by businesses and individuals, together with the general risk management process and the alternative risk management tools and methods, including loss control, risk retention, and risk transfer are studied.

*Prerequisites: MAT 114, FIN 341*

**FIN 450 Cases in Financial Management**

**3 credits**

This course will explore the principles of market value creation in a corporate setting. Ethical values and their effects on the corporate model will be examined. The role of financial regulation and new trends in financial and accounting ethics will be analyzed. Cases will distinguish normative issues versus the principles of economic value, risks, uncertainty, and economic efficiency. Cases will explore the linkage between firm value and capital markets, inter temporal allocation of financial resources in a changing global environment, and the principles of sound financial decision making. *Prerequisites: FIN 341, FIN 345, MAT 120*

**FIN 453 Investment & Portfolio Management**

**3 credits**

This course extends the study of investments to include the various theories, models and applications associated with the construction and management of investment portfolios. Sophisticated investment tools and strategies will be analyzed and applied.

*Prerequisites: FIN 342, FIN 345, MAT 120*

**FIN 455 Financial Institutional Management**

**3 credits**

This course presents an introduction to fundamental concepts of the management of financial institutions. It deals with the techniques used by financial institutions and market managers to measure and manage risks; long term decisions and related financial policy issues; the impact of technology on regulatory and global environments of financial institutions; asset and liability management with an emphasis on institutional and market efficiency; shareholder wealth maximization and corporate ethics. *Prerequisites: ECO 313, FIN 341*

**FIN 495 Independent Study**

**1-3 credits**

Independent Study

**INF 208 Enterprise Resource Planning**

**3 credits**

This course introduces and exposes students to the concept of enterprise resource planning that integrates business processes cross functionally. It teaches students to view organizational management not merely as disparate functional entities, but as an integration of financial, logistics, and human information resources where discrete disciplines and applications are tied together in real time, information management modes. Using industry ERP software applications, students will execute several laboratory exercises that reinforce understanding of the major functionalities and applications of an enterprise system.

**INF 299 Special Topics** **3 credits**  
Special Topics

**INF 330 Information Technology Management** **3 credits**  
Information technology IT is concerned with the integration of computer systems and software packages to process and manage information. This is an introductory course that gives students a broad understanding concerning the use of various IT tools to improve organizational productivity and the bottom line. Students will develop a good understanding about computer technology, information systems, database management, systems analysis and design, spreadsheet analysis, design and implementation of systems, and the linkages of these disparate information technologies in support of individual, group and corporate goals. Students will execute group and individual computer assignments and be exposed to ERP software technologies.

**INF 345 Supply Chain Management** **3 credits**  
The study of the physical and information flows in the supply chain to improve an organization's productivity, efficiency and effectiveness is the focus of this course. Global logistics, inventory management, and supplier relationship theories and practice will be developed at a base for supply chain strategy development and implementation. This is an ERP infused course.  
*Prerequisite: INF 330*

**INF 349 E Commerce / E Business** **3 credits**  
This course will study the disruptive information technologies that under grid and has transformed the production, marketing, sale and distribution of goods, products and services. The forces that drive e commerce, such as competition, globalization, logistics, supply chain management, and the technological revolution will be studied for their impact on consumerism, businesses and "brick and mortar" enterprises. Case Studies will be utilized to understand the nature, implementation, and application of electronic infrastructures and the critical factors that contribute to success in the e commerce marketplace. *Prerequisites: INF 330, MKT 337*

**INF 354 Database Management** **3 credits**  
This course will introduce students to the principles of single and multiple application database systems. In addition, it will develop graphical and logical skills that are used to construct logical models of information handling systems. Topics include data independence and data redundancy, comparative survey of nomenclature, logical and physical views of data, data description languages and the database management system, relational, hierarchal, and

network approaches, operations informational systems, security and integrity, data flow diagrams, data dictionaries, analysis response requirements, and immediate access diagrams.

*Prerequisite: INF 330*

### **INF 360 Web Based System Design**

**3 credits**

The purpose of the course is to give students broad exposure to the available technologies that are used in web based systems design and development. Issues, concepts and strategies that enterprises use to create, design and develop web pages that appeal to consumers and business are studied and applied in theoretical, experiential and simulated environments. Students will evaluate differential web developmental approaches and alternatives that utilize contemporary software design strategies. Exposure to Java, .NET, Linux, Access, Dreamweaver platforms and related web technologies should prepare students to design and implement a variety of small scale B2B, B2C, and C2C, web sites. The capstone project will require two or three teams of students to develop a customized solution for an enterprise that includes dynamic and elaborate web documents that incorporate images, colors, backgrounds, tables, frame layouts and other components of web design. *Prerequisite: INF 354*

### **INF 420 Data Mining, Warehousing & Mod**

**3 credits**

Organizations collect phenomenal amounts of institutional and client data from a variety of sources which they store and warehouse in a multiplicity of formats, platforms, architectures and databases. This course applies data mining concepts and algorithms, statistical techniques, data analysis, and decision modeling to find and retrieve data, classify data, explore data, generate hypothesis and learn from data. Neural networks, decision trees, fuzzy logic, and linguistic ambiguity technologies are utilized to discover knowledge characteristics and pattern relationships that guide enterprise decision making. Several case studies promote experiential learning as students learn about data mining and modeling by doing data mining and modeling. ERP and related technologies will inform this course. *Prerequisites: INF 208, INF 330, INF 354*

### **INF 440 Project Management**

**3 credits**

Modern enterprises use sophisticated and general purpose tools to manage small and large scale projects. Projects cannot be effectively and efficiently executed without task identification and organization, capital resource assignment, financial resource allocation, planned and actual activity duration outcomes, time management, quality measurement technologies, and post project analyses. Through hands on exercises, case study project execution, simulation experiential exercises, team based project assignments, this course will help students understand the managerial and innovative processes involved in developing, defining, planning, executing and delivering projects. The course will utilize Microsoft Project and complementary project management software applications. *Prerequisite: INF 330*

### **INF 495 Independent Study**

**1-4 credits**

Faculty supervised research.

### **MGT 306 Quantitative Methods for Management**

**3 credits**

This course introduces the concepts and methodologies of decision modeling and structured decision making. Theoretical concepts will be developed and practical hands on applications will be executed using a variety of spreadsheet and statistical software packages. The process of scientific enquiry using observation, testing, sensitivity analysis, and modeling principles will be employed to reinforce understanding of real world decision making process. Selected applications in production management, economics and finance will be used to illustrate various decision making principles. Algebraic and structured problems will also be incorporated and form the basis of in class and homework project assignments.

*Prerequisites: ACC 204, MAT 114, MGT 335*

### **MGT 335 Principles of Management**

**3 credits**

This course will introduce theories and concepts of management. Organizational structures and processes, and modern management practices in a dynamic economic and social environment are analyzed. *Prerequisites: ECO 201, ECO 202, ACC 203*

### **MGT 343 Leadership**

**3 credits**

This course will cover the concept and importance of leadership and its power to influence and direct behavior. It will focus on the theories of leadership, types, styles, qualities and characteristics of leaders and the environmental factors that influence the leadership process. The difference between leadership and managers will be explored within the context and application of human resources and supervisory relationships. How the roles of leadership and supervisory management converge and diverge will form the basis of theoretical and practical case study analyses. *Prerequisite: MGT 335*

### **MGT 435 Organizational Behavior**

**3 credits**

This course reviews relationship of individuals and groups with organizational entities and analyzes, in depth, motivation, leadership, technology, and social control in business and nonprofit organizations. *Prerequisite: MGT 335*

### **MGT 437 Human Resources Management**

**3 credits**

This course will emphasize management of human resources in business and nonprofit organizations. Recruiting, employing, and maintaining the human resource, compensation, evaluation, industrial relations and other personnel problems and activities are covered in depth. This is an ERP infused course. *Prerequisite: MGT 335*

### **MGT 439 Production & Operations Management**

**3 credits**

This course will introduce critical elements in a modern production and delivery manufacturing environment. Business reengineering, quality management, time based competition, value added process, and global operations will be studied. Systems analysis concepts will be used to develop processes and solve management problems that require optimal resource solutions. Emphasis will be on the identification of the problem structure and the design of processes that generate the supply of goods and services under a given management strategy. Cross functional integration in accounting, finance, marketing, human resource management, purchasing, logistics, and general principles of facilities and job design will be analyzed. Enterprise resource

planning ERP software and other applications will be used to integrate the various elements associated with production and operations. This is an ERP infused course.

*Prerequisites: INF 208, MGT 306, MGT 335*

**MGT 495 Independent Study**

**1-4 credits**

Faculty supervised research.

**MKT 337 Principles of Marketing**

**3 credits**

This course surveys marketing objectives, functions, and problems. The emphasis is on management of product development, distribution and promotion. Consumer considerations and social responsibilities are analyzed. *Prerequisites: ECO 201, ECO 202, ACC 204, MGT 335*

**MKT 495 Independent Study**

**1-4 credits**

Faculty supervised research.

## Department of Psychology and Human Services

### Psychology Program

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The Department is committed to providing the best foundation possible to aid students in meeting career and graduate school objectives and also ensuring the safety of consumers. We seek to remain abreast of theories, research, strategies, technologies, and ethical considerations that emerge within the discipline and to pass this knowledge on to our student. Of particular interest, to department members, is encouraging our students to respect the research enterprise necessary for safeguarding the communities of persons whose racial and ethnic identities are different from those upon which the practicing discipline of psychology was built upon. Learning the limits and applicability of psychometric instruments, diagnostics, and cultural responsiveness lays a foundation for our students to creatively address the needs of those with whom they share a lived experience and hopes for the future.

#### **General Education specific requirement:**

##### **Math:**

MAT 110 College Algebra or higher	4
Depending on placement testing	

##### **Major Core Courses - Complete all classes**

PSY 101 General Psychology	3
PSY 206 Lifespan Developmental Psychology	3
PSY 208 Black Psychology	3
PSY 213 Pre-Professional	1
PSY 214 Abnormal Psychology	3
PSY 301 Social Psychology	3
PSY 306 Psychobiology	3
PSY 312 Statistics I	4
PSY 313 Statistics II	3
PSY 318 Cognitive Psychology	3
PSY 319 Research Design and Analysis	3
PSY 324 History and Systems	3
PSY 403 Senior Seminar I	3
PSY 404 Senior Seminar II	3
 Select two (2) additional PSY courses	 6

##### **Ethics: Select one (1):**

**3 credits**

PHL 207 Biomedical Ethics or	
PHL 215 Ethics	
PHL 111 Everyday Ethics	
Any ethics course with departmental approval	

#### **Total Major Requirements**

**52 credits**

## Psychology Minor

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The Psychology minor is designed to provide students from other disciplines with a practical basis for understanding human emotions, cognition and behavior. The Psychology minor requires a total of 15 credit hours.

The following is required in fulfillment of the minor:

PSY 101 General Psychology	3
PSY 324 History and Systems	3
Three (3) additional Psychology courses	9

## Psychology: Program Evaluation Minor

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For Psychology Majors and others seeking to minor in program evaluation there are 13 credit hours of courses required within the Psychology Department:

PSY 301 Social Psychology	3
PSY 412 Introduction to Program Evaluation	3
PSY 413 Advanced topics in Program Evaluation	4
PSY 208 Black Psychology	3
<b>Total Psychology</b>	<b>13 credits</b>
<b>Non-departmental course work</b>	<b>6 credits</b>
<b>Total Minor</b>	<b>19 credits</b>

There are six additional credit hours to be taken inside or outside of the Department that need to focus upon a single area of application pertinent to programming – Education (e.g., EDU 203 The Education and Psychology of the Exceptional Child and Education 202 Educational Psychology) Political Science, or Sociology.

## Psychology National Honor Society

Psi Chi, the National Honor Society in Psychology, established a chapter at Lincoln University in 1981. Minimum requirements for nomination are an overall GPA of 3.0, a Psychology Department GPA of 3.0 and twelve (12) credit hours in Psychology.

## Psychology Course Descriptions

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### **PSY 101 General Psychology** **3 credits**

A study of the basic subject matter of psychology and its approaches to gathering information. This course also explores the ways in which psychological knowledge can be applied to improving the quality of life for individuals, communities, and societies.

*Prerequisite: ENG 099*

### **PSY 206 Lifespan Development Psychology** **3 credits**

This course is a study of the cognitive, emotional, social and physiological development of humans from infancy to adolescence. It provides an understanding of the research findings



related to child and adolescent development and to the concepts, methodologies, and basic terminology utilized to study psychological development. *Prerequisite: PSY 101*

**PSY 207 Human Sexuality**

**3 credits**

This course is an examination of the factors related to the development of human sexual behavior, generally observed patterns of human sexuality, and current methods of research. *Prerequisite: PSY 101*

**PSY 208 Black Psychology**

**3 credits**

This course is an examination of the behavior, attitudes, life styles, and cultural heritage of Black Americans. It course provides students with past and current theory and research on the psychology of Blacks, and is organized around the premise that there is a distinctive, coherent Black American perspective that is evident in the behavior, attitudes, feelings, life styles, and expressive patterns of Black Americans. *Prerequisite: PSY 101*

**PSY 209 Multicultural Psychology**

**3 credits**

This course provides an introduction to the theories, research and applications that bear on the unique experiences or world views of African, Asian, Latino, and Native American people from a perspective which is guided by the needs of members of these groups. This cultural centered approach explores the study of the various psychologies represented by the respective groups. The course examines some of the theoretical, methodological, and empirical studies of reference for the future counselor. *Prerequisite: PSY 101*

**PSY 213 Pre Professional Seminar**

**1 credit**

This course has a threefold purpose in that it serves to introduce the student to survey research and descriptive statistics; have students explore the various career options in psychology; and convey to students pertinent information with respect to departmental programmatic initiatives related to post graduate preparation i.e. internships, GRE. *Prerequisite: PSY 101*

**PSY 214 Abnormal Psychology**

**credits**

This course provides a comprehensive survey of the factors related to the development of abnormal behavior, the generally recognized patterns of abnormal behavior, and current practices with regard to assessment, treatment, and prevention of abnormal behavior. *Prerequisite: PSY 101*

**PSY 301 Social Psychology**

**3 credits**

This course provides an examination of how a person or group can influence the behavior of an individual. Topics include intrapersonal processes the self, social cognition, attributions, attitudes, and attraction and interpersonal processes helping behavior, conflict, social influence, group processes and the environment. *Prerequisite: PSY 101*

**PSY 302 Group Dynamics**

**3 credits**

This course is an investigation of the interactions that occur within a group and will explore the way each person's behavior is influenced by and influences others in a group and how the

structure of the group was developed, and how decisions are arrived at in a group situation.

*Prerequisite: PSY 101*

**PSY 303 Organizational Psychology**

**3 credits**

This course describes the application of psychological theory and research to the study of industrial, business, profit and nonprofit service, military and governmental organizations and emphasizes the interaction of individual perceptions, group dynamics, and organizational climates and strategies in maximizing the satisfaction and effectiveness of each component within and between complex organizations. *Prerequisite: PSY 101*

**PSY 304 Personnel Psychology**

**3 credits**

A survey of the processes and philosophies of obtaining personnel, developing their abilities, and preserving the health of the work force. The course covers the major activities of the personnel manager or human resources manager. This course covers the impact of the EEO guidelines for personnel management in the areas of recruitment, selection, promotion, training, and performance appraisal. *Prerequisite: PSY 101*

**PSY 306 Psychobiology**

**3 credits**

This course is a study of the relationship between psychological processes and physiological activity. It reviews neurological and biochemical bases of behavior with emphasis upon the synergistic functions of the nervous system, sense organs, and glandular system.

*Prerequisite: PSY 101*

**PSY 308 Applied Social Psychology**

**3 credits**

Social Psychology is the scientific discipline that attempts to understand and explain how the thoughts, feelings, and behaviors of individuals are influenced by the actual, imagined, or implied presence of others. This course is designed to emphasize social psychological phenomena from the applied perspective and to emphasize the practice and profession of program evaluation. The relevance of ethical considerations and cultural relativism are examined with respect to the utility of programs initiated to address contemporary societal problems. *Prerequisite: PSY 101*

**PSY 309 Development Psychology**

**credits**

This course is a study of biological, psychological and social development of humans from birth to death. It provides and understanding of the various theories and research findings related to development across the life span and to concepts, methodologies, and basic terminology utilized to study psychological development. *Prerequisites: PSY 101*

**PSY 311 Psychology of Learning**

**4 credits**

This course familiarizes the student with psychological theories that deal with human learning and behavior. Students also shall be exposed to studies pertaining to animal learning in that such studies are inextricably linked with the development of theories of human learning. The learning theories will be presented in such a way as to aid the student in distinguishing the major classifications of schools of thought. Emphasis will be placed on the application and

evaluation of the theories. New approaches that challenge long standing assumptions are to be discussed. *Prerequisite: PSY 101*

**PSY 312 Statistics I**

**4 credits**

This is a comprehensive introduction to basic statistical methods within the context of behavioral research and experimental design. Topics include frequency distribution, central tendency, variability, z scores, correlation, regression, probability, and distribution of sample means. An emphasis on computer assisted techniques for conducting psychosocial and bio behavioral investigations, including data analysis, is accomplished by the use of languages such as SPSS UNIX, SPSS PC+, and SPSS for Windows. *Prerequisite: MAT 106 or Higher*

**PSY 313 Statistics II**

**3 credits**

This course provides a comprehensive introduction to basic statistical methods within the context of behavioral research and experimental design. It includes hypothesis testing, t statistics, multiple comparisons, analysis of variance, chi square, and other nonparametric tests, with an emphasis on computer assisted techniques for conducting psychosocial and bio behavioral investigations, including data analysis, is accomplished by the use of languages such as SPSS UNIX, SPSS PC+, and SPSS for Windows. *Prerequisite: PSY 312*

**PSY 315 Theories of Personality**

**3 credits**

This course provides a comprehensive study of the theories and major research issues in the study of personality. *Prerequisite: PSY 101*

**PSY 316 Psychological Assessment**

**3 credits**

This course provides a comprehensive introduction to the major concepts involved in the assessment of personality, the various methods used in personality assessment, professional issues related to the assessment of personality, and the current status of personality assessment. *Prerequisite: PSY 101*

**PSY 317 Psychotherapy**

**3 credits**

This course provides a comprehensive introduction to the theoretical models that guide the work of psychotherapists, the major factors involved in the practice of psychotherapy, and the important research issues related to the practice of psychotherapy. *Prerequisite: PSY 316*

**PSY 318 Cognitive Psychology**

**3 credits**

This course is an examination of human mental processes and how these processes control behavior. This course provides students with theory, concepts, and methodologies used to understand the mind, and it demonstrates how cognition can be applied to life experiences and problems. *Prerequisite: PSY 101*

**PSY 319 Research Design & Analysis**

**3 credits**

This course is an exploration of the analysis and quantitative methods in psychology. It introduces students to modern interpretations and uses of the classical psychophysical

methods and to experimental design and the use of statistical methods to ensure the validity and reliability of various methods. *Corequisite: PSY 312*

**PSY 320 Race, Ethnicity and Health**

**3 credits**

This course explores the role of race in relationship to minority health outcomes in the US. Topics include the role of race in health seeking behavior, inequality in access to health care and health care delivery patterns and the role of race as a social risk factor in a race conscious society. There are conceptual and measurement issues related to race and ethnicity in health and public health disparities research and practice. *Prerequisite: PSY 101*

**PSY 321 Psychology of Addictions**

**3 credits**

This course is intended to explore the critical issues related to substance abuse; the impact of substance abuse upon society and human behavior. This course will also explore one's own attitudes toward drugs, addiction and the addicted. Addiction theory, treatment methods, prevention efforts and governmental policy issues are discussed. *Prerequisite: PSY 101*

**PSY 324 History and Systems Psychology**

**3 credits**

This course is an exploration of the basic issues in psychology within the context of a historic perspective and critical analysis of the major schools of thought in psychology. It serves to prepare students for advanced research courses in the Department i.e., Psychobiology, Research Design & Analysis, Senior Seminar, and Independent Research. *Prerequisite: PSY 101*

**PSY 340 Health Psychology**

**3 credits**

This course provides an introduction to the field of Health Psychology. The course emphasizes theoretical, conceptual, and methodological perspectives in the psychology of health, prevention, stress, and coping with illness. The course also highlights research methods and applied issues in health psychology such as social, biological bases of health and disease, measurement assessment, intervention and health promotion, the health care system, and ethics and professional issues in health psychology. *Prerequisite: PSY 101*

**PSY 403 Senior Seminar I**

**3 credits**

This course provides the student with the opportunity to develop an original proposal of the research topic to be conducted in Senior Seminar II 41W. The student is expected to use procedures based on the scientific method for a) developing a research topic, b) developing a research design, c) preparing and submitting a written research proposal at the end of the semester, and presenting an oral report to the Psychology faculty.

*Prerequisite: PSY 101. Corequisite: PSY 319*

**PSY 404 Senior Seminar II**

**3 credits**

This course provides the student with the opportunity to conduct an original investigation of a research topic proposed in Senior Seminar I. The student is expected to use procedures based on the scientific method for a) collecting data, b) analyzing data statistically, c) preparing a

written report, and d) presenting the report orally to the Psychology faculty. *Prerequisite: PSY 403*

**PSY 409 Bio Statistical Analysis, H.S.**

**4 credits**

This course provides the student with an introduction to the basic concepts and methods of statistics as applied to diverse problems in health and especially public health. Students will learn the use of several widely used health statistical packages, such as BMDP, SAS, EPI INFOR and SPSS. Methods for exploring, organizing and presetting data are demonstrated. Fundamentals of probability, including probability distribution and conditional probability with applications to 2 x 2 tables are introduced. The foundations of statistical inference including concepts of population, sample, parameters and estimates are presented. *Prerequisite: PSY 101*

**PSY 412 Introduction to Program Evaluation**

**3 credits**

This Course is specifically designed to introduce the student to the field of program evaluation with an emphasis upon cultural responsiveness. This course covers the need, utility, and application of culturally responsive program evaluation in public and private workplaces. In this course, students are required to apply their knowledge of at least one phase of program evaluation i.e., formative, process, or summative thus demonstrating their understanding of evaluative methods of assessing a community based program. Students will be able to apply the standards set forth by the American Evaluation Association. *Prerequisite: PSY 309*

**PSY 413 Advanced Topics in Program Development and Evaluation**

**3 credits**

This advance course is designed to have the student a working understanding of program evaluation theory and issues that underscore the intersection of historical, sociopolitical, and cultural factors that shape the delivery and value ascribed to such social initiatives. The student is exposed to program evaluation theories that advance the goals of social justice by attempting to accommodate and reconcile the aforementioned factors. Programs that have been developed to facilitate resolution of educational and health concerns are the primary focus of this course. *Prerequisite: PSY 412*

**PSY 495 Independent Study**

**1-4 credits**

Faculty supervised research.

## Human Services Program

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The Human Services major is designed to provide course work and practical experience for students interested in social work related careers. In addition to the core curriculum, students will participate in learning opportunities that facilitate critical thinking and analysis of various social issues and problems faced by individuals and groups living in a diverse society. Students will gain an understanding and examine the impact of politics, government, and the legislative processes on society. The required field placement internship provides opportunities for students to engage in the organized and practical experience of helping others. Students will

complete internships in various social service areas such as community outreach, counseling, prevention, child welfare, and criminal justice.

**General Education specific requirement:**

**Math:**

MAT 106 Math for Liberal Arts or higher	3
Depending on placement testing	

**Major Core Courses - Complete all classes**

PSY 101 General Psychology	3
SOC 101 Intro to Sociology	3
HUS 243 Introduction to Human Services	3
HUS 245 Human Growth and Development	3
HUS 307 Methods I: Individual and Family	3
HUS 312 Statistics I	4
HUS 319 Research Design and Analysis	3
HUS 441 Field Placement w/Lab	6
SOC 318 Sociological Theory	3
2 departmental electives (PSY or HUS)	6

**Select one (1):**

**3 credits**

HUS 244 Social Policy	
HUS 308 Methods II: Group and Community	

**Select one (1):**

**3 credits**

SOC 201 General Anthropology	
SOC 209 Institutional Racism	

**Select one (1):**

**3 credits**

HSC 160 Personal and Community Health	
PSY 321 Psychology of Addiction	

**Total Major Core Courses**

**46**

**Ethics: Select one (1):**

**3 credits**

PHL 111 Everyday Ethics	
PHL 215 Ethics	
PHL 216 Contemporary Moral Problems	
Any ethics course with departmental approval	

**Total Major Credits**

**49 credits**

## Human Services Minor

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SOC 101 Intro to Sociology (satisfies University core)	3
HUS 243 Intro to Human Services	3
3 Departmental Electives (PSY 101, 321 or HUS)	9
<b>Total</b>	<b>15 credits</b>

## Human Services Course Descriptions

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### **HUS 202 Social Psych of Group Behavior** **3 credits**

This course studies the major theoretical and methodological contributions of social psychology. The course will focus on developing the student's ability to choose among those in order to gain practical research experience. *Prerequisite: PSY 101 or SOC 101*

### **HUS 213 Pre Professional Seminar** **1 credit**

This course has a threefold purpose in that it serves to introduce the student to survey research and descriptive statistics; have students explore the various career options in psychology; and convey to students pertinent information with respect to departmental programmatic initiatives related to post graduate preparation i.e. internships, GRE. *Prerequisite: PSY 101*

### **HUS 243 Introduction to Human Services** **3 credits**

This course provides an introduction to a variety of human services and professions including health, mental health, corrections, rehabilitation, gerontology, and social welfare. A historical survey of human services is provided along with an overview of theoretical perspectives. The basic methods associated with the delivery of human services will also be addressed. *Prerequisite: PSY 101 or SOC 101*

### **HUS 244 Social Policy** **3 credits**

This course will cover the origin of social policy and the elements that influence its development. The historical, political, social and economic forces that effect policy will be addressed. The focus will be on current social policies as they are embodied in social welfare and human service programs. *Prerequisite: SOC 101*

### **HUS 245 Human Growth and Development** **3 credits**

This course is a study of human physical, mental, social, emotional and moral growth from the prenatal period to later adult years. The emphasis will be on life span development focusing on areas that students will need to be aware of as human service practitioners. *Prerequisites: PSY 101 and HUS 243*

### **HUS 307 Methods I: Individual & Family** **3 credits**

This course covers methods of intervention for working with individuals as well as families. Methods of interviewing, individual and family casework, crisis intervention and long range planning will all be covered. *Prerequisite: HUS 243*

**HUS 308 Methods II: Group & Community****3 credits**

This course is a study in the methods of intervention for working with groups and community organizations. The roles of advocate and enabler will be explored, as well as the supporting and initiating frames of reference in the overall content of the worker as a change agent.

*Prerequisite: HUS 243*

**HUS 312 Statistics****4 credits**

This is a comprehensive introduction to basic statistical methods within the context of behavioral research and experimental design. Topics include frequency distribution, central tendency, variability, z scores, correlation, regression, probability, and distribution of sample means. An emphasis on computer assisted techniques for conducting psychosocial and bio behavioral investigations, including data analysis, is accomplished by the use of languages such as SPSS UNIX, SPSS PC+, and SPSS for Windows. *Prerequisite: MAT 106 or Higher*

**HUS 319 Research Design and Analysis****3 credits**

This course is an exploration of the analysis and quantitative methods in psychology. It introduces students to modern interpretations and uses of the classical psychophysical methods and to experimental design and the use of statistical methods to ensure the validity and reliability of various methods. *Corequisite: HUS 312*

**HUS 325 Social Gerontology****3 credits**

This course studies the role of the aged in our society, the provision of services and assistance to the aged, the rise of senior citizen power as seen in health and housing and social program development by federal, state and local governmental and private organizations. As well, the problems of the aged and methods of approaches to meeting the problems of aging in our society will be studied. *Prerequisite: HUS 243*

**HUS 327 Child Welfare Services****3 credits**

This course will be concerned with the human growth and development of the child in our society. It will be concerned with the delivery and administration of social services for children. The position of the Federal government and that of the states will be explored as to the protection of and care for children in our society. *Prerequisite: HUS 243*

**HUS 339 Med. Info for Rehab Profession****3 credits**

This course is designed to develop basic knowledge pertaining to medical aspects of disabling conditions. Relevant terminology, the structure of medicine in the United States, and the rehabilitation process will be addressed. In addition, the roles of various medical professions will be examined. A full range of medical, psychological, social, and spiritual treatment interventions and methodologies will be studied. *Prerequisite: HUS 243*

**HUS 441 Field Placement****6 credits**

This course requires the placement of the student in a social agency or community project under supervision. It is an internship in which the theoretical aspects of working with people are put into practice. Assignments will be adjusted to fit the student and to facilitate growth in direct



practice skills. A field instruction seminar is also involved for one meeting a week on campus.  
*Prerequisites: HUS 243, HUS 307*

**HUS 495 Independent Study**  
Faculty supervised research.

**1-4 credits**

## GRADUATE PROGRAMS

Lincoln University's graduate programs include the Master of Education (with concentrations in Early Childhood Education, Educational Leadership, and a Dual Certification Early Childhood/Special Education), the Master of Business Administration (MBA) (with concentrations in Finance and Human Resources Management), Master of Arts in Human Service Administration, Master of Arts in Human Services Delivery and the Master of Science in Counseling.

Graduate programs are offered at Lincoln University's University City location for graduate and continuing education, located at 3020 Market Street in Philadelphia – one block from the 30th Street Train Station. Classes are scheduled on weekday evenings and on Saturdays.

### Administration

Patricia Joseph, Ph.D.  
Dean

### Program Chairs and Directors

James Wadley, Ph. D., **Chair**  
Counseling and Human Services  
Frank Worts, Ph.D., **Director**  
BHS-FLEX Program  
Admasu Tucho, Ph. D., **Interim Chair**, Education  
Oswald Richards, Ph.D., **Director**  
Master of Business Administration

## Department of Education – Graduate Programs

### Mission Statement

In accordance with the mission of Lincoln University of Pennsylvania and the College of Professional, Graduate and Extended Studies, the Education Department has as its primary goal the preparation of outstanding professional educators and school administrators who will teach or serve in diverse educational settings. The department prepares teacher and educational leadership candidates for a technologically driven, ever-expanding, changing and dynamic world.

### Programs

Master of Education (M.Ed.) in:

Early Childhood Education, PK-4

Educational Leadership

Early Childhood Education, PK-4, and Special Education, PK-8 Dual Certification

Special Education Certificate Program, PK-8

Early Childhood Education (M. Ed.)

Certification and Research Tracks

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The Early Childhood Education PreK-4 program at Lincoln University is designed to prepare students to become highly qualified ECE professionals in order to teach in the surrounding and urban school settings. The goals of the program are to understand development, cognition, and learning for children from birth to age 9; master subject matter content and pedagogy for PreK-4; understand and administer assessment tools: PreK-4; develop the ability to establish family and community collaboration partnerships: PreK-4; be aware of professionalism required to serve in PreK-4 learning environments; and acquire knowledge about adaptations and accommodations for diverse learners, including English Language Learners, in inclusive settings. The program provides students with opportunities to develop the required skills, knowledge and dispositions to be competitive in acquiring teaching positions in public and private schools from PreK-4 and to be academically prepared to participate in postgraduate education.

Admission Requirements

Candidates must:

1. Possess an undergraduate degree from an accredited college or university
2. Provide official transcripts of undergraduate and graduate course work.
3. Show evidence of a minimum 3.0 cumulative GPA on a scale of 4.0 in undergraduate course work --or-- a minimum 3.0 cumulative GPA on a scale of 4.0 for a minimum of 12 graduate-level credits *for Lincoln University/accredited college course work.*

*Undergraduate GPA of 2.75-2.99 will be considered for provisional admission. Applications are reviewed on an individual basis. Candidates must then earn a 3.0 or higher during the first 12 credits to be considered for full admission.*

4. Submit a completed Graduate Program application with a \$50.00 nonrefundable application fee (money order only).
5. Provide an updated résumé /CV.
6. Submit a 300-500 word essay explaining future goals based on the selected graduate program.
7. Provide three (3) letters of recommendation.

\* Candidates may transfer up to six (6) credit hours of graduate level coursework from other accredited institutions with the approval of the academic advisor and/or the Chair of the Education Department.

### **Course Requirements (36 credit hours, research track; 42 or 48 credit hours, certification track)**

EDU 601 Theoretical Foundations of Reading Instruction	3
EDU 604 Educational Assess. & Data Driven Decision Making	3
EDU 606 Foundations of Education	3
EDU 607 Literature & Literacy	3
EDU 612 Child Development	3
EDU 614 Foundations in Special Education	3
EDU 616 Cultural & Linguistic Diversity: Instructional Strategies	3
EDU 622 Inclusion of Special Needs Children in Regular Classrm	3
EDU 623 Methods: Science & Social Studies for PK-4	3
EDU 625 Methods: Elementary School Mathematics for PK-4	3
EDU 626 Collaboration: Schools/Families/Communities	3
EDU 661 Research Methods in Education	3

**Total** **36**

#### **For Candidates in the Certification Track**

EDU 501 Student Teaching (working with a classroom teacher)	12
EDU 503 Student Teaching (employed as a classroom teacher)	6
<b>Total</b>	<b>6 or 12</b>

### **Exit Criteria**

To be eligible for the Degree of Master of Education with a concentration in Early Childhood Education PreK-4, the candidate must:

1. Complete all required course work.
2. Maintain a minimum 3.0 GPA on a 4.0 scale.
3. Complete the required course work within a five-year time frame.

To be eligible for the Degree of Master of Education with a concentration in Early Childhood Education PreK-4 with certification, the candidate must:

4. Pass EDU 501/503 Student Teaching with a B or higher grade.

### Educational Leadership (M. Ed.) Research Track or Principal Certification Track

Lincoln University's Master of Education (M.Ed.) degree in Educational Leadership/Principal Certification Program is designed to prepare qualified and effective K-12 school administrators and instructional leaders, produce effective K-12 school principals who can also serve as positive change agents in the community, and develop school leaders with the necessary skills and capacity to improve student learning based upon research, assessment and the implementation of best practices. The Educational Leadership program was developed in accordance with the Pennsylvania Department of Education's framework and guidelines for principal preparation programs.

Candidates have the option of earning a M.Ed. in Educational Leadership (research track) or a M.Ed. in Educational Leadership with Principal Certification (certification track).

### **Admission Requirements**

Candidates must:

1. Possess an undergraduate degree from an accredited college or university.
2. Provide official transcripts of all undergraduate and graduate work completed showing an overall GPA of at least 3.0. Undergraduate GPA of 2.75-2.99 will be considered for provisional admission. Applications are reviewed on an individual basis. Candidates must then earn a 3.0 or higher during the first 12 credits to be considered for full admission.
3. Possess Pennsylvania's Instructional I teaching certification. (For candidates in the principal certification track.)
4. Be a full-time employee in a public or private school when applying for admission.
5. Submit a completed Graduate Program application.
6. Provide three (3) letters of recommendation from instructors and immediate supervisors.
7. Submit a \$50.00 nonrefundable application fee (no personal checks accepted).
8. Submit a 300-500 word essay explaining future goals based on the selected graduate program.
9. Provide an updated résumé.

\* Candidates may transfer up to six (6) credit hours of graduate level coursework from other accredited institutions with the approval of the academic advisor and/or the Chair of the Education Department.

**Course Requirements (36 credit hours, research track; 42 credit hours, certification track)****Required Administrative Courses (30 credit hours)**

EDU 631 Human Resource Management in Education	3
EDU 632 Ethics in Educational Leadership and Practice	3
EDU 634 School Law	3
EDU 636 K-12 School Administration and Assessment	3
EDU 638 Curriculum Design & Instructional Improvement	3
EDU 642 Supervision and Instruction in K-12 Schools	3
EDU 647 School Finance and Fiscal Affairs	3
EDU 656 The Principalship	3
EDU 657 Instructional Leadership	3
EDU 658 School & Community Relations	3
<b>Total</b>	<b>30</b>

**Required Capstone (6 credit hours)**

EDU 661 Research Methods in Education	3
EDU 662 M.Ed. EL Thesis Project, or	
EDU 663 M.Ed. EL Comprehensive Examination Prep.	3
<b>Total</b>	<b>6</b>

**Required Field Experience for Certification Track Only (6 credit hours)**

EDU 659 K-12 Principal Internship I	3
EDU 660 K-12 Principal Internship II	3
<b>Total</b>	<b>6</b>

**Exit Criteria**

To be eligible for the Degree of Master of Education in Educational Leadership, the candidate must:

1. Complete a minimum of 36 credit hours (research track) or 42 credit hours (certification track)
2. Complete all required coursework.
3. Maintain a minimum 3.0 GPA on a 4.0 scale.
4. Fulfill the academic requirements for the Pennsylvania K-12 Principal Certificate (certification track).
5. Complete the required course work within a five-year time frame.
6. Write a thesis and successfully pass the oral examination, or successfully pass the comprehensive examination.

**Early Childhood Education & Special Education (M.Ed.) – Dual Certification**

Lincoln University's post baccalaureate Early Childhood Education PreK-4/Special Education Dual Certification Program aims to prepare professionals in the education of all children including exceptional children and youth who will be scholarly in their academic pursuits. Lincoln University's post baccalaureate Early Childhood Education degree program with dual certifications is designed to develop ethical scholar-practitioners who will be committed to social justice, capable of working with diverse populations in a variety of social and cultural

contexts, and prepared to serve in a variety of professional roles. The assessment techniques and strategies used in the education of exceptional children, research-based methodologies and instruction, and program evaluation are major components of the program.

### Admission Requirements

1. A bachelor's degree from an accredited college or university
2. Official transcripts of all undergraduate and graduate work completed showing an overall GPA of at least 3.0. Undergraduate GPA of 2.75-2.99 will be considered for provisional admission. Applications are reviewed on an individual basis. Candidates must then earn a 3.0 or higher during the first 12 credits to be considered for full admission.
3. Completed Graduate Program application with \$50.00 non-refundable application fee
4. Updated professional résumé /CV
5. Two letters of recommendation
6. Letter of reference from a recent employer
7. A 300-500 word personal statement essay to be written on-site.
8. Approved Pennsylvania State Clearances

### Course Requirements (54-60 credit Hours)

EDU 601 Theoretical Foundations of Reading Instruction	3
EDU 604 Educational Assess & Data Driven Decision Making	3
EDU 606 Foundations of Education	3
EDU 607 Literature & Literacy	3
EDU 612 Child Development	3
EDU 614 Foundations of Special Education	3
EDU 616 Cultural & Linguistic Diversity: Instructional Strategies	3
EDU 622 Inclusion of Special Needs Children in Regular Classroom	3
EDU 623 Methods: Science & Social Studies for PK-4	3
EDU 625 Methods: Elementary School Mathematics for PK-4	3
EDU 626 Collaboration: Schools/Families/Communities	3
EDU 661 Research Methods in Education	3
EDU 664 Assistive Technology in Special Education	3
EDU 665 Special Education Law	3
EDU 666 Instructional Strategy for Teaching Students with High Incidence Disabilities	3
EDU 667 Instructional Strategy for Teaching Students with Low Incidence Disabilities	3
<b>Total</b>	<b>48</b>
 EDU 501 or 503 Student Teaching	 6 or 12
<b>Total</b>	<b>54 or 60</b>

## Exit Requirements for the Early Childhood Education & Special Education Dual Certification Program

Eligibility for Early Childhood Education & Special Education Dual Certification is based on:

1. Successful completion of all required courses
2. A minimum cumulative grade point average of **3.0** on a **4.0** scale.
3. Completion of all course work within a five-year time frame.
4. Successful completion of student teaching (B grade or higher)

## Special Education PK-8 Certification

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### Admission Requirements

1. A bachelor's degree from an accredited college or university
2. Official transcripts of all undergraduate and graduate work completed showing an overall GPA of at least 3.0. Undergraduate GPA of 2.75-2.99 will be considered for provisional admission. Applications are reviewed on an individual basis. Candidates must then earn a 3.0 or higher during the first 12 credits to be considered for full admission.
3. Instructional I certification in Early Childhood Education PreK-4, N-3, Elementary Education K-6, Grades 4-8, or Reading Specialist.
4. Completed Graduate Program application with \$50.00 non-refundable application fee
5. Updated résumé /CV
6. Two letters of recommendation
7. Letter of reference from a recent employer
8. A 300-500 word personal statement essay to be written on-site.
9. Approved Pennsylvania State Clearances

### Course Requirements (18 credit Hours)

EDU 614 Foundations in Special Education	3
EDU 622 Inclusion of Special Needs Children in Regular Classrm	3
EDU 664 Assistive Technology in Special Education	3
EDU 665 Special Education Law	3
EDU 666 Instructional Strategy for Teaching Students with High Incidence Disabilities	3
EDU 667 Instructional Strategy for Teaching Students with Low Incidence Disabilities	3
<b>Total</b>	<b>18</b>



## Exit Requirements for the Special Education PK-8 Certification Program

Eligibility for Special Education PK-8 Certification is based on:

1. Successful completion of all required courses
2. A minimum cumulative grade point average of **3.0** on a **4.0** scale.
3. Completion of all course work within a five-year time frame.
4. Completion of Special Education Practicum Packet.

## Graduate Education Course Descriptions

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### EDU 501 Student Teaching

**12 credits**

The course aims to review important theories and practices in education resulting from recent experimental research, to prepare the students for a period of student teaching in cooperating schools, and to supervise and direct an actual teaching experience in such schools. This course is offered to candidates who are not full-time classroom teachers when signing for this course. Since substitute teachers are not full-time teachers, they fall into this category. Lincoln University's Office of Student Teaching will make the necessary arrangements with local school districts to have student teaching candidates assigned to classrooms that already have certified teachers who serve as cooperating teachers or mentors. Student teaching candidates will be placed in pre-kindergarten, kindergarten, or grade 1-4 school classrooms where they spend 14 weeks as classroom teachers closely monitored by cooperating teachers and a graduate faculty member from Lincoln University. A certified and experienced classroom teacher, commonly known as a cooperating teacher, must be present in the class with the student teacher when the student teacher performs his or her teaching duties. The university faculty assigned to teach the EDU 501 will hold post-site visitation meetings with student teachers to discuss the strengths and weaknesses observed during the visit. Such visitations must take place 4 to 6 times for a minimum of 30 minutes each visit during the semester. The university professor will remain at the site to the end of the session to meet with the student teacher and the cooperating teacher to discuss the classroom observation.

### EDU 503 Student Teaching

**6 credits**

The course aims to review important theories and practices in education resulting from recent experimental research, to prepare the students for a period of student teaching in the school where they regularly teach, and to supervise and direct actual teaching experiences in their own classrooms. Non-certified full-time classroom teachers who run their own classrooms without the company of certified teachers may sign for this course. In this case, instead of a cooperating teacher, a mentor will be assigned by the school administration to monitor the student teachers' overall classroom performance. The mentor could be an experienced and certified teacher from the next classroom or from the school where he or she makes frequent visits to the student teacher's classroom for evaluation. The university professor assigned to teach EDU 503 will make at least 4 visitations of 20 minutes each during the semester and hold post-observation meetings with the student teacher to discuss the observed strengths and

weaknesses as well as meeting with the mentor and student teacher together or separately as needed. Student teaching candidates must teach in a classroom between Pre-K and grade 4.

**EDU 599 PECT Prep Lab**

**0 credits**

This course is designed for PECT Module 1 Child Development, Assessment, Professionalism; Module 2 Language Arts Literacy, Social Studies, Arts; and Module 3 Math, Science, Health. This training is offered in the fall and spring semesters. The training lasts for 10 to 12 weeks meeting for two hours once a week. The training will help candidates understand the nature of PECT exams, prepare them for the exams, and help them develop a “PECT State of Mind.” Students will learn to read test questions critically, prepare targeted study plans, and get tips that will improve their chances of passing the PECT tests.

**EDU 601 Theoretical Foundations of Reading Instruction**

**3 credits**

This course is designed to provide teachers with a basic understanding of the reading process, with a focus on PreK-4 learning. Emphasis will be placed on the significant research, which establishes the theoretical foundation for reading instruction. Classroom discussion will include an analysis of the research and its practical application in the classroom. Field hours will be required.

**EDU 604 Educational Assessment and Evaluation**

**3 credits**

This is an introductory course designed to provide students with an understanding of the role of assessment and evaluation as utilized in educational settings, particularly PreK-4. Emphasis will be placed on assessment of students, teachers, instructional practices, and schools. Opportunities for reviewing and interpreting evaluation tools and data will be provided. The social, political, and cultural perspectives of assessment and changing paradigms will be among the topics investigated. Field hours will be required.

**EDU 606 Foundations of Education**

**3 credits**

This course reviews information on the philosophical, historical, social, cultural, political, and economic foundations of education. Students will analyze professional aspects of education, e.g., collective bargaining, strikes, professional organizations. Additionally, the course examines and evaluates curricular innovations in education. Students will critique contemporary issues of American education and apply their knowledge of the American educational system to develop and write a plan to meet the learning needs for the next decade. Field hours will be required.

**EDU 607 Literature & Literacy**

**3 credits**

This course will offer an exploration of literature of PreK-4 children and the development of literacy through literature. The course will focus on theoretical and practical aspects of the study of literature. Students will be given opportunities to develop instructional strategies and techniques necessary for the integration of literature into the PreK-4 school curriculum. Field hours will be required.

**EDU 612 Child Development**

**3 credits**

This course is designed to provide an understanding of typical and atypical children, ages birth to 12. It will focus on cognitive development, theories of language acquisition, and the relationship between language acquisition and mental development. Attention will also be given to the practical environmental dimensions of the day care center as they affect the learning of the preschool child. Opportunities for observation of preschool children will be provided. Field hours will be required.

**EDU 614 Foundations of Special Education**

**3 credits**

This course is designed to provide teacher candidates with the philosophies and practices in the development and education of special needs children from birth to age 12. Instructional content and design will detail the cognitive, social, emotional, physical, motor, language, and literacy growth children make as they progress on a developmental continuum through the primary grades. Teacher candidates will develop instructional strategies and techniques that effectively promote student learning for special needs students. Field hours will be required.

**EDU 616 Cultural & Linguistic Diversity: Instructional Strategies**

**3 credits**

This course prepares students to effectively teach children in PreK-4 who are English Language Learners. Course content will include the process of English language acquisition and effective strategies that will meet the educational and social needs of English Language Learners. Field hours will be required.

**EDU 620 Special Topics in Early Childhood Education**

**3 credits**

The course is designed to give candidates the professional communication and collaboration skills needed to work effectively with children in early childhood environments, PreK-4. When candidates understand that there are core connections that blend content knowledge and practice, they can apply this knowledge to improve relationships among school, family and community. These connections will lead to improving a child's childhood and enhance academic success. Knowledgeable professional guidance can ultimately result in influencing the development of a child who will become an asset to his/her community. (Course content varies according to expertise of the course instructor.) Field hours will be required.

**EDU 622 Inclusion of Special Needs Children in the Regular Classroom**

**3 credits**

This course is designed to provide teacher candidates with the opportunity to acquire an understanding of literacy learning and ways of differentiating instruction to meet the needs of all students in inclusive and non-inclusive classrooms. Candidates will have opportunities to develop instructional strategies and techniques grounded in essential knowledge and skills to implement differentiated instruction (DI) in the classroom. Skillful use of DI will serve to increase student progress in literacy learning. Field hours will be required.

**EDU 623 Methods in Science and Social Studies**

**3 credits**

This course is designed to provide a practical, functional approach to the design and integration of the content areas of social studies and science in the elementary school. Major emphases include: (1) knowledge of basic social studies and science concepts and processes, (2) systematic instructional design of lessons and units, (3) questioning, thinking and problem-

solving, (4) inclusion of literature in the study of science and social studies, (5) teaching/learning strategies, and (6) evaluation techniques. Field hours will be required.

**EDU 625 Methods: Elementary School Mathematics**

**3 credits**

This course is designed to provide an examination of mathematics instruction in PreK-4 settings. Students will be given opportunities to develop instructional strategies and techniques and will use them in PreK-4 settings. Field hours will be required.

**EDU 626 Schools/Families/Communities**

**3 credits**

The course is designed to give candidates the professional communication and collaboration skills needed to work effectively with children in early childhood environments, PreK-4. The course will focus on the central role families play in the development of children with and without disabilities. It will emphasize the need to respect the variations in beliefs, traditions, and values among diverse populations.

**EDU 631 Human Resource Management in Education**

**3 credits**

This course is designed to provide students with basic knowledge of the laws directly affecting public and non-public education in the United States. The material will cover principles of law applied to the problems of education. Students will be required to analyze and synthesize judicial interpretations of state or federal constitutions, statutes, rules and regulations, and the common law in an objective manner. The provisions of federal and state special education mandates, judicial interpretations, and the state of Pennsylvania's guidelines regulating the delivery of educational and vocational services to persons with special needs will also be addressed. Moreover, the students will be challenged to concern themselves with federal laws, such as No Child Left Behind (NCLB), and mandates which clarify not only what school law is but also what it should be. Field hours will be required.

**EDU 632 Ethics in Educational Leadership & Practices**

**3 credits**

This course is designed to provide leaders with an in-depth examination of the current and anticipated ethical issues and dilemmas facing leaders in the role of character education in our society. Addressing these ethical issues will lead to the academic success of all PreK-12 students, including those with learning disabilities and those who come from linguistically and culturally diverse backgrounds. Field hours will be required.

**EDU 634 School Law**

**3 credits**

This course is designed to provide students with basic knowledge of the law directly affecting public and non-public education in the United States. The material will cover principles of law applied to the problems of education. Students will be required to analyze and synthesize judicial interpretations of state or federal constitutions, statutes, rules and regulations, and the common law in an objective manner. The provisions of federal and state special education mandates, judicial interpretations, and the state of Pennsylvania's guidelines regulating the delivery of educational and vocational services to persons with special needs will also be addressed. Moreover, the students will be challenged to concern themselves with federal laws,

such as No Child Left Behind (NCLB), and mandates which clarify not only what school law is but also what it should be.

**EDU 636 K-12 School Administration & Assessment****3 credits**

This course is designed to equip current and future elementary and secondary principals with the processes, concepts, and competencies required to change complex organizational environments. Each candidate will have a clear understanding and acceptance of differences in culture, ethnicity, gender, age, religion, socio-economic status, lifestyle orientation, language, abilities, disabilities, and aspirations of individual learners. The goal is to prepare effective leaders who can shape and direct effective schools. Emphasis will be given to the various dimensions of the leadership role in educational assessment, problem-solving, and decision-making processes for strategic planning and implementation. Field hours will be required.

**EDU 638 Curriculum Design and Instructional Improvement****3 credits**

This course is designed to provide teachers, supervisors, and school administrators with the realistic concepts of curriculum and instruction as used in schools. An emphasis will be placed on an inclusive curriculum aimed to be suitable to all children including those with special needs. The course examines the major educational curricular philosophies, both historical and current, and their implications for the development of curriculum in a classroom; management of a curriculum in a school or local school setting; curriculum policy-making; and development of curriculum plans and materials. The course provides opportunity to design instructional units across the various disciplines and develop appropriate assessment techniques to closely assess students' academic performance and achievement.

**EDU 642 Supervision and Instruction in the Elem and Second School****3 credits**

This course is designed to acquaint students with supervision for instructional improvement. Students will examine the assumptions and goals which have guided supervision of teachers throughout different movements, develop knowledge of the interpersonal characteristics and functions required of a supervisor, and reflect upon the supervisor's role in creating positive educational change. Further, this course is intended to familiarize students with principles, practices, trends, and issues related to ethics in school supervision and instruction. The course will also address school-based management, applications of total quality management, and structuring staff evaluation and supervision.

**EDU 647 School Finance & Fiscal Affairs****3 credits**

This course is designed to help prospective administrators understand how schools and school districts function from a financial perspective. It also examines how school finance formulas and structures function in relation to state and local government policies affecting fiscal decision-making. As future leaders, candidates will learn the essentials in school accounting, budgeting, financing, investing, financial regulations and requirements, and computer applications. The course will also address the importance of using an appropriate assessment technique to make data-driven decisions in creating and meeting a school improvement plan.

**EDU 656 Principalship****3 credits**

This course will explore the Principalship using specific points of view such as reflective, proactive practice or instructional leadership. Students will be provided with a clear organizational framework for school leadership. This course will enable potential principals to repeatedly adjust themselves to unique school environments and students' academic performance and achievement in order to develop a school improvement plan that captures a vision for the future. They will explore strategies for providing systematic ways in which the novice can structure professional social-interaction perspectives with special emphasis on work group development, ongoing instructional leadership, diagnostic methods, and the reflective approach to becoming a principal. Field hours will be required.

**EDU 657 Instructional Leadership****3 credits**

This course is designed to help prospective principals and supervisors increase their knowledge and skills in the primary area of curriculum instruction based up on data derived from research. The course presents concepts and research findings that when understood can improve students' problem solving and leadership effectiveness and ability to make data-driven decisions. Emphasis is placed on the development and research skills associated with instruction, pedagogy and evaluation in inclusive classrooms. The various modes of strategic planning for instruction, feedback, and assessment are covered. Further, this course will provide each candidate an opportunity to reflect on her/his personal ethical stances and to analyze and critique ethical issues in a variety of personal contexts as future instructional leader. Field hours will be required.

**EDU 658 School Community Relations****3 credits**

This course explores two areas of school leadership that are essential for improving student achievement: (a) developing a vision of teaching and learning that is shared by all stakeholders, and (b) enhancing school-community relationships. The course examines ways to develop, communicate, implement, and monitor/evaluate a shared vision; and examines the importance of understanding and responding to community needs, valuing diversity, striving for equal educational opportunity and equity, and improving the quality and nature of school/community interactions. Students will assess, reflect on, and improve their own interpersonal skills; explore basic principles of effective communication and public relations; and apply those skills and principles in authentic settings. The course emphasizes the school leader's role in developing and maintaining sensitive, ethical, and open communication with and among all individuals, communities, and constituencies served by the school. The primary emphases of the course are strategies to involve teachers, administrators, parents and policymakers in decision-making and to maintain effective public relations with key community groups. Field hours will be required.

**EDU 659 and EDU 660 Elementary & Secondary Principals Internship I & II 3 credits each**

These courses are field-based experience worth 90 hours each. They are offered consecutively from fall through summer academic sessions in given K-12 school settings and practiced under the supervision of a qualified School Principal or Administrator working in collaboration with Lincoln University's Internship Faculty. The purpose of these internships is to provide potential K-12 school principal candidates a year of experiential learning activities and provide them with

on-the-job methods and practices of successful school leadership. Candidates will be able to demonstrate integrated experiential, empirical and theoretical knowledge of school administration and leadership.

**EDU 661 Research Methods in Education**

**3 credits**

This course is designed to introduce students to education research methods and data-Driven decision making. Major emphasis will be placed on Action Research and Case Study research methods. Candidates will have the opportunity to apply the two research approaches to identify educational needs of targeted populations, to develop and assess educational intervention procedures and programs and to recommend areas for school improvement and policy focus. Through research and review of the literature, students will have the opportunity to develop their understanding of both quantitative and qualitative research designs, data collections, and analysis. Overall, the course will provide the student with the skills required for accessing, analyzing and contributing to knowledge in the field of education and becoming better educational and behavioral researchers.

**EDU 662 M.Ed.El Thesis Project**

**3 credits**

This course is designed for M.Ed. students in the Educational Leadership Program who choose to write a thesis project over taking the Comprehensive Examination. Candidates are expected to produce a scientific research report and successfully defend before the thesis committee. It involves either theoretical research or empirical research that identifies an issue or question, reviews the literature, designs a study, gathers and analyzes data or evidence, and presents interpretations or conclusions. EDU 661 is a prerequisite for this course. Only candidates who successfully complete EDU 661 with a minimum B grade may sign for the course.

**EDU 663 M.Ed.El Comprehensive Examination**

**3 credits**

This course is designed for those interested in taking the comprehensive examination. Questions for the Educational Leadership comprehensive examination are drawn from the required Educational Leadership courses, which include EDU 631 (Human Resource Management in Education), EDU 634 (School Law), EDU 636 (K-12 School Administration and Assessment), EDU 638 (Curriculum Design and Instructional Improvement), EDU 642 (Supervision and Instruction in K-12 Schools), EDU 657 (School Finance & Fiscal Affairs), EDU 656 (The Principalship), EDU 657 (Instructional Leadership), and EDU 658 (School- Community Relations). EDU 661 is a prerequisite for this course. Only candidates who successfully complete EDU 661 with a minimum B grade may sign for this course.

**EDU 664 Assistive Technology in Special Education**

**3 credits**

This course examines the role of assistive and augmentative technology within the field of special education. Students will be able to assess the technology needs of special needs students, and complete all IDEA IFSP/IEP mandated documents. Students will develop high and low tech materials for a wide range of special needs students. Field hours will be required.

**EDU 665 Special Education Law**

**3 credits**

Students will gain a greater understanding of both federal and state special education laws

including Section 504 of the Rehabilitation Act of 1973, No Child Left Behind Act (NCLB), Individuals with Disabilities Education Improvement Act (IDEIA 2004), and the Family Educational Rights and Privacy Act (FERPA). Emphasis will be placed on turning educational and legal theory into practice through the use of educator workshops. Students will review the most current cases and trends in special education law, analyze cases, and learn how to research both statutory and case law.

**EDU 666 Instructional Strategy for Teaching Students w/ High Incidence Disabilities 3 credits**

This course is designed to permit students to examine characteristics and teaching methodologies of 3 to 12-year-old students with “high incidence” disabilities, which include specific learning disabilities, speech and language disorders, mild social and emotional disorders, and mild intellectual disabilities. Students are required to complete observation and practicum experiences with students with high incidence disabilities, as specified in the course syllabus. Field hours will be required.

**EDU 667 Instructional Strategy for Teaching Students w/ Low Incidence Disabilities 3 credits**

In this course, students will examine characteristics and teaching methodologies of 3 to 12 year-old-students with “low incidence” disabilities, which include moderate to severe intellectual disabilities, social and emotional disorders, autism, traumatic brain injury, and physical and other health impairments. Students are required to complete observation and practicum experiences with students with low incidence disabilities, as specified in the course syllabus. Field hours will be required.

**EDU 701 Research Methodology**

**3 credits**

This course is designed to introduce the student to education research methods. Emphasis will be placed on the processes of research and evaluation used by educational researchers to examine areas of human behavior, to identify educational needs of targeted populations, to develop and assess education intervention procedures and programs and to recommend areas for policy focus. The students will examine the role of the researcher; the relationship between theory and data; conceptualization of research questions, hypotheses, research designs, methodological issues in education; sampling; specification and measurement of outcomes; evaluation of program elements and entire programs; methods of educational research; and the practical limitations and ethical issues related to research. Overall, the course will provide the student with introductory skills required for contributing to knowledge in education and human services and becoming better educational and behavioral scientists and critical consumers of research.

**EDU 725 Thesis Preparation**

**3 credits**

This course is a required course for all who pursue Master of Education (M.Ed.) degrees. This course enables students to choose a research topic and then formulate an educational research proposal. All graduate students enrolled in Master of Education (M.Ed.) programs at Lincoln University of Pennsylvania who successfully complete at least three fourths of the required coursework in their respective fields of study with a minimum 3.0 GPA are required to sign for



this course. Upon the successful completion of the research proposal, M.Ed. candidates will have an option of either taking a comprehensive exam or continue with the Thesis project.

**EDU 726 Thesis Seminar II**

**3 credits**

This course is designed for students who pursue the thesis writing. Candidates are expected produce a scientific research report and successfully defend before the thesis committee. EDU 725 is a prerequisite for this course. Only candidates who completed EDU 725 with a minimum of C grade may sign for this course.

**EDU 727 Graduate Seminar (preparation for the comprehensive exam)**

**3 credits**

This capstone graduate course is designed to provide an in-depth review of all course work in preparation for the comprehensive examination.

## Master of Business Administration Program

### Mission

The mission of the MBA Program is to deliver a rigorous multidisciplinary program in finance and human resources management that prepares students for career advancement, career transition, the pursuit of advance certification, and post-graduate studies in their vocational or other discipline. MBA students are equipped with knowledge, skills and competencies to discover, construct and reconstruct knowledge that influences organizational practices and change. Instruction is delivered in state-of-the-art classrooms by academically and professionally qualified professors with clinical experience in their fields.

### Admission Criteria

To be considered for admission to the MBA program, a matriculating student must hold a bachelor's degree, in any discipline, from an accredited four-year undergraduate college or university and have a previous record of academic and/or professional accomplishments that clearly demonstrate the ability to complete a graduate degree. Successful admission is determined on the basis of a careful evaluation of the applicant's letters of recommendation, statement of professional goals, undergraduate/graduate transcripts, grade point average (GPA) and a personal interview.

A cumulative undergraduate grade point average of 2.7 on a 4.0 scale or 3.0 for completed graduate level course work in the majors of Finance and/or Human Resources Management or complementary disciplines is required. An applicant with an undergraduate GPA that is less than 2.7 may be provisionally accepted if the candidate can demonstrate strong evidence of his/her ability to complete the designated program with a GPA of 3.0 or better. A provisionally accepted student will be regularly monitored to ensure he/she maintains a 3.0 GPA in the major.

Although the Graduate Record Examination (GRE) and/or Miller Analogies Test (MAT) are not routine requirements, Lincoln University reserves the right to require either or both of these tests if they are considered essential to the admission decision-making process.

A non-matriculating student must submit a copy of a bachelor's or a master's degree from an accredited, four-year institution and an official academic undergraduate or graduate transcript. A non-matriculating student may then take a total of nine (9) credits in either the finance and /or Human Resource Management tracks. To continue beyond this point, the student must apply for formal admission and acceptance into the graduate program as a Finance and/or Human Resources Management major.

### Summary of Admission Requirements

1. Copy of bachelor's degree from an accredited four-year undergraduate institution with a GPA of 2.70 or better.

2. Résumé of work experience and/or college experience and professional accomplishments.
3. An optional Graduate Record Examination (GRE) and/or Miller Analogies Test.
4. A required 500-word essay describing past academic/career achievements, future career goals, and interest in Finance and/or Human Resources Management.
5. Three letters of recommendation from professional and academic sources.
6. An official academic undergraduate transcript.
7. An official academic transcript of previously taken and successfully completed graduate courses with a GPA of 3.0 or better.
8. Interview with MBA Director and Graduate Admissions Director.

### General Information

The accelerated MBA is a one-year degree program that is designed for students who plan to specialize in Finance and/or Human Resources Management concentrations. Students whose undergraduate business degree transcripts clearly reflect successful completion of fundamental core business courses in accounting, economics, finance and statistics/mathematics (at a minimum) with a minimally acceptable B average or better can be accepted for matriculation into the MBA program. A student without a business undergraduate degree but who has successfully completed the MBA fundamentals or equivalent courses in their undergraduate program may be permitted entrance into the program.

Students with non-business or business undergraduate degrees with core business course deficiencies must complete, at a minimum, MBA fundamentals courses MBA 600 Business Mathematics, MBA 620 Financial Accounting and MBA 630 Economics for Managers. Additional courses in the fundamentals track may be required to bolster student preparedness for graduate business study. After successful completion of the MBA fundamentals, students can gain formal admittance into the MBA program. Currently, MBA fundamentals courses are delivered in the fall and spring semesters.

### Graduation Requirements and Academic Progress

The current MBA Program has two areas of concentration: Finance and Human Resource Management. The course breakdown is as follows:

<b>Foundation Courses</b>	<b>up to 18 Credits</b>
<i>For non-business majors and students requiring some course remediation</i>	
<b>Core Courses – both concentrations</b>	<b>24 Credits</b>
<b>Finance Concentration</b>	<b>12 Credits</b>
<b>Human Resources Management Concentration</b>	<b>12 Credits</b>

### Foundation Courses

Students must take all courses, unless they are granted an exemption or waiver due to satisfactory demonstration of academic competence and/or completion of the foundation courses at the undergraduate or graduate level.

MBA 600 Business Mathematics	3
MBA 610 Business Statistics	3
MBA 620 Financial Accounting	3
MBA 630 Economics for Managers	3
MBA 640 Business Management	3
MBA 650 Marketing Management	3
<b>Total Credits</b>	<b>18</b>

### **Core Courses for Finance & Human Resources Management Concentration**

Students must take all courses, unless an exemption or waiver is granted due to previously completed graduate work and/or the acceptance of transfer graduate credits from accredited institutions.

MBA 700 Business Research Methods	3
MBA 710 Management Information Systems	3
MBA 722 International Human Resources Management	3
MBA 742 International Business Management	3
MBA 750 Strategic Marketing Management	3
MBA 756 International Finance and Economics	3
MBA 790 Strategic Management	3
MBA 800 Integrated Capstone Research Project	3
<b>Total Credits</b>	<b>24</b>

### **MBA Seminars**

To be offered periodically in the spring, summer and/or fall session. These seminars are optional for all MBA students in the Finance and Human Resources Management majors.

MBA 792 Seminar in Global Financial Management	1
MBA 794 Seminar in Global Human Resources Management	1
MBA 796 Seminar in Public Policy and Management	1
MBA 798 Seminar in Business, Professional and Org Ethics	1
<b>Total Credits</b>	<b>4</b>

The seminars will address global and domestic issues in the contemporary and competitive environment of finance, management and public policy. The impact of policy issues (economic, environmental, global, legislative, political and technological) upon an organization's ability to execute its financial and management strategies, within the context of ethical issues, will be identified, studied and applied. Where appropriate, cases and empirical studies from business and industry, trade journals and government literature will be used as supplementary pedagogical tools.

These seminars will be adaptive and updated regularly to reflect emerging trends in the public and private sectors.

### **MBA Integrated Capstone Research Project**

The capstone course, MBA 800, is an independent research project that critically integrates the theoretical concepts of the program with the occupational, career and post-graduate interests of the student. The research project gives students the opportunity to identify an issue or problem that merits in-depth investigation. The investigation involves identification of a topic, application of a business research design model, undertaking a literature review, quantitative and qualitative collection of historical, current and/or extant data, data analysis and an action-oriented 75 – 100 page report of research findings and recommendations. Capstone models the format and structure of a graduate thesis.

A Department of Business and Entrepreneurial Studies faculty member will supervise students with an interest in his/her area of specialization from research proposal development to research project completion and oral defense.

### **MBA: Finance Concentration**

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Finance is a high-level discipline that is fundamental to the operation of a modern global economy. The macro-level industries that dominate this discipline are commercial and investment banking, brokerage, insurance and their complements and derivatives. The program exposes students to a rigorous, multidisciplinary portfolio of fundamental and applied courses in accounting, economics, finance, investments, management and statistics. These courses are integrated, and in combination produce a “well-rounded” student who is capable of assuming leadership and managerial positions in the public and private sectors. Finance graduates are further equipped with the foundational knowledge to pursue post-graduate doctoral studies and/or professional certification, such as Certified Financial Analyst (CFA), Certified Financial Planner (CFP), and others.

Students must complete MBA 744, MBA 752, and MBA 778, unless a waiver or exemption is granted due to previously completed graduate work and/or the acceptance of graduate transfer credits from accredited institution(s).

<b>Foundation Courses: see above</b>	<b>0-18</b>
<b>Core Courses: see above</b>	<b>24</b>
MBA 744 Advanced Corporate Finance	3
MBA 752 Financial Institutions and Markets	3
MBA 778 Securities Analysis and Investment Management	3
MBA 782 Mergers, Acquisitions, and Divestitures	3
<b>Concentration Credit Requirements</b>	<b>12</b>

## MBA: Human Resources Management Concentration

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Human Resource departments exist to help people and organizations reach and execute their strategic goals and objectives. Since the major constituent of organizations is people, Human Resource departments face many challenges arising from the demands of the employees, the organization, society, global and domestic competition and government regulations. This major focuses on strategic human resources management that is concerned with all of the firm's employees, not just operational personnel. It involves setting goals and determining action plans that enhance corporate strategy. It views the human resource function as a more integral part of all corporate activities, such as accounting, finance, marketing and sales, production/manufacturing, research and operations. The strategic management approach recognizes that all managers are human resource managers. Human Resources Management graduates are equipped with critical problem-solving, decision-making, quantitative, research and organizational analyses tools to influence the strategic financial, operational and human capital direction of the organization. Students are encouraged to pursue advanced HRM certifications and affiliation with professional organizations in their discipline.

Students must complete MBA 760, 762, 764 and 774, unless a waiver or exemption is granted due to previously completed graduate work and/or the acceptance of graduate transfer credits from accredited institution(s).

<b>Foundation Courses: see above</b>	<b>0-18</b>
<b>Core Courses: see above</b>	<b>24</b>
MBA 760 Employee and Labor Relations	3
MBA 762 Compensation, Benefits and Pension Planning	3
MBA 764 Organizational Staffing	3
MBA 774 Leadership	3
<b>Concentration Credit Requirements</b>	<b>12</b>

## MBA Course Descriptions

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### **MBA 600 Business Mathematics** **3 credits**

This is a fundamental course that integrates a comprehensive understanding of mathematical concepts, algebraic and logarithmic functions with real-world applications of personal and commercial business problems. Internet resources and Excel spreadsheets will be used to reinforce learning.

### **MBA 610 Business Statistics** **3 credits**

This course introduces students to core statistical concepts and applications as they apply to a variety of functional areas in business, such as accounting, economics, finance, information systems, management, and marketing. Spreadsheet and statistical software will be used to integrate the fundamental statistical concepts of data collection and interpretation, forecasting, frequency distribution, descriptive measures, probability, distribution, confidence interval,

hypothesis, chi-square, and regression analysis and experimentation. These concepts are adapted and applied in a managerial decision-making context.

**MBA 620 Financial Accounting****3 credits**

Financial accounting provides students with the ability to intelligently read, analyze, interpret and critically assess financial statements and reports published by organizations. Students develop a basic understanding of the balance sheet, income statement, statement of cash flows, and statement of retained earnings. Financial and accounting activities associated with the income statement and balance sheet, such as revenue recognition, assets, liabilities, investments, taxes, expense recognition, profits, credit analysis/ratios, and equity analysis are covered.

**MBA 630 Economics for Managers****3 credits**

The goals of this course are to present basic macroeconomic and microeconomic theories and concepts from the standpoint of managers who must make decisions that are influenced by internal and external economic forces in the business environment. Using numerous applications, examples, illustrations and case analysis, this course integrates the fundamental economic principles of supply, demand and equilibrium; production and cost analysis; market structures (perfect, monopoly, monopolistic and oligopolistic competition); pricing strategies; macroeconomic activity (GDP, CPI, PPI, fiscal and monetary policies, labor force, international trade, capital flows); consumption spending (individuals, firms, governments); money and banking; aggregate macroeconomic model; and balance of payments issues. Students will integrate both microeconomic and macroeconomic tools and models to develop strategies that aid in managerial decision making.

**MBA 635 Financial Management****3 credits**

This course presents an introduction to the fundamental concepts underlying financial management. It integrates the important principles and applications of valuation and its effects, financial statements, long-term and short-term financial planning and management, capital budgeting, cash management, financial policy, risk and return, and corporate finance. The role of the financial manager as a decision maker is emphasized.

**MBA 640 Business Management****3 credits**

Business management is a foundation course that introduces students to the major themes in the field of management. These themes are built around several overarching issues: management challenges in a global context; the administrative process of strategic planning, organizational design, decision-making and quality control; and the ethical leadership and management of human capital resources. The dynamics of the internal and external political-legal, social, economic, and technological environments are studied and analyzed for their organizational impact on the management process. Exercises, case studies, video presentations and a written paper on a current topic are employed to reinforce the management concepts.

**MBA 650 Marketing Management****3 credits**

A focus of this course is the identification and application of creative and innovative concepts to the development and implementation of current and future marketing strategies. Students will be exposed to the marketing framework that involves building long-term customer relationships, understanding buyers and markets, selection of target markets, product design, distribution and supply chain management, promotional and pricing decisions, and ethical issues surrounding online, offline, digital and Internet marketing. Technological innovation in marketing (RFID, applications of blogs and cell phones), offshoring, relationship marketing, viral marketing, data mining, interpretive research and competitive intelligence are covered. This course incorporates PowerPoint presentation slides and cases into the lectures to enrich the learning experiences of students. Students will develop a capstone end-of-semester, customer-oriented marketing strategy and marketing plan.

### **MBA 690 Seminar in Human Resource Management**

**1 credit**

This seminar will focus on contemporary, empirical and scholarly issues in human resources management from a theoretical and practitioner point of view. *Prerequisite: Permission of the Director/Chair*

### **MBA 700 Business Research Methods**

**3 credits**

This course is designed to teach students the fundamentals and application of business research techniques and methods that for-profit and non-profit organizations use to execute qualitative and quantitative managerial decisions. The scientific method that facilitates pure and applied research, empirical and abstract realities will be considered within the context of problem identification, opportunities, strategy implementation and research evaluation. The role of information technology, particularly the Internet, in business research and its influence on global business transformation will be explored. Factors, such as CBA (cost-benefit-analysis), data sources and availability and other issues that impinge on managerial decision to conduct research is also a key focus of this course. Research process, stages and methods for data collection concludes the first part of the business research process.

### **MBA 710 Management Information Systems**

**3credits**

Management information systems technology is pervasive in every aspect of an organization. A modern enterprise's competitive capabilities, productivity, efficiency and effectiveness are dependent on the workforce's ability to understand, use and apply technology to achieve organizational goals. Because of its dynamic nature, managers are required to be at the cutting-edge of current, emergent, and disruptive information systems technologies. Unlike traditional MIS instructional delivery, this innovative course departs from tradition by first discussing the organizational strategic business initiatives and then analyzes how the available technologies can be harnessed to support them. The hypothesis is that business decisions should drive technology decisions and choices. The course will cover and integrate the core theories, concepts and applications of the MIS discipline and strategic business management. Students' knowledge of the discipline will be enhanced through questions, case studies, exercises, and group and individual projects.



**MBA 720 Human Resources Management 3 credits**

Human resources departments exist to assist employees and organizations achieve and execute their goals and objectives. Since the major constituent of organizations is people, human resource departments face many challenges arising from the demands of the employees, the organization, society, global and domestic competition, and government regulations. This course approaches human resources from a strategic management viewpoint. Strategic human resource management is concerned with all of the firm's employees, not just the operational personnel. It involves setting goals and executing action plans that enhance overall corporate and functional departmental strategies. The human resource department operates synergistically with all of the enterprise's strategic business units, such as finance, production, manufacturing, marketing and sales, and others. The strategic management approach recognizes that all managers are human resources executives who selects, hires, trains and develops, compensates and rewards, and separates people from the organization. Case studies and hands-on information technology HRM applications will supplement instructional delivery.

**MBA 722 International Human Resources Management 3 credits**

The growth of multinational, global and transnational enterprises and the proliferation of information and communication technologies have compressed geographic, organizational, and nationalistic boundaries. Human resources managers are confronted with the task of negotiating the strategic drivers of human resources policies, practices and activities at the local, domestic and international levels.

Building on, and extending the application of Human Resources Management, this course will examine the models, framework and institutional constraints that are influencing the convergence of international and global systems of human resources management strategies. The major human resources activities of recruitment, selection, performance evaluation, training and development, compensation and separation, organizational values and ethics will be analyzed from an international and domestic perspective.

Contemporary issues in human resources, such as knowledge management, growth of the internationally mobile employee, e-commerce, the e-enablement of human resources functions, Internet, intranets, balance scorecard and the mechanisms for policing and managing this diverse configuration in multinational enterprises are studied and applied in research activities and case study analysis.

**MBA 730 Organizational Behavior 3 credits**

The purpose of this course is to provide a conceptual, theoretical, experiential, and applied understanding of the structure and function of human behavior in organizations. Sociological, anthropological, psychological, political and behavioral influences that affect employee and organizational motivation, productivity, efficiency and effectiveness will be explored. Specific emphasis will be placed on ethical issues, perception, decision-making, communication, leadership, job design, conflict resolution, and group behavior as they relate to employee-employer relations, organizational power, politics, team-building, change management, and development. The impact of globalization and information technology on the dynamics of

organizational behavior and performance in the twenty-first century is a major consideration in enterprise innovation, creativity and competitiveness. Contemporary scholarly research and cases in the field of organizational behavior will enhance textual material.

### **MBA 740 Corporate Finance**

**3 credits**

Fundamentally, corporate finance functions support the organizational objective to manage for value and sustaining shareholder wealth creation through growth strategies and innovative and adaptive techniques that maximize return and minimize risk in a competitively dynamic global and domestic environment. Corporate financial management tools and strategies include financial reporting, risk management, treasury and investment management, capital planning, tax planning, financial optimization, EVA, financial markets, mergers and acquisitions, real options, pricing strategy, Monte Carlo simulation, and performance assessment metrics using the balance scorecard model and real-time financial systems. Through use of problems, case studies, simulation, and assignments, students will explore the application of the financial tools and techniques in a broad cross section of industries and enterprises.

### **MBA 742 International Business Management**

**3 credits**

This course will focus on the globalization of international business management as well as the strategic and operational structures of business enterprises within the context of marketing, human resources, manufacturing, production, accounting, technology, finance, international trade and investment, monetary systems, and ethics. The impact of intercultural and cross-cultural negotiation, national differences and politics on the strategic management of international businesses will be studied for application to domestic and global enterprises. Consideration will be given to the major application theories of international business management and the financial and economic systems and institutions that influence and regulate them. Several case studies in multinational enterprises will supplement and augment the application theories. Students will be intellectually and experientially challenged to think globally, develop an interest in international careers, and pursue study-abroad programs and international internship opportunities to enhance their academic knowledge.

### **MBA 744 Advanced Corporate Finance**

**3 credits**

Advanced corporate finance provide a comprehensive grounding in corporate financial policies, strategies and managerial decisions as they relate to an organization's capital structure and capital investment decisions and projects; governance and complex financial ownership structures; principal-agent stakeholder relationships and conflicts; dividend and repurchase issues; mergers, acquisitions, and divestitures; financial distress, liquidation and resolution; risk management and insurance; and economic rationalization. Using theoretical and empirical studies and practices, the course will expose students to the Modigliani-Miller (M&M) proofs of capital structure irrelevance; financial decisions under ideal or perfect market conditions and market imperfections; Capital Asset Pricing and Black-Scholes Option Pricing Models; information asymmetry between a publicly traded firm and outside investors; the role of capital markets, the government, board oversight, the firm's industry, and debt and equity management on the firm's financial policies and strategies and organizational architecture will be studied and applied. *Prerequisite: MBA 742 or Permission of Director/Chair*

**MBA 750 Strategic Marketing Management****3 credits**

Strategic marketing examines fundamental theoretical and applied concepts and processes that are involved in the design, implementation and execution of market-driven strategies for business, industry and public sector enterprises. The material blends business strategy with marketing strategy from both national/domestic and global points of view. The influence of the external, internal and competitive environment on a firm's marketing strategy development will be evaluated. Approaches to the development of marketing analysis, plans, segmentation, CRM, value chain strategies, pricing and promotion/sales are studied and applied in project and case assignments. The impact of the Internet, e-commerce/business, as well as ethical dilemmas and privacy issues are given due consideration. A comprehensive, capstone marketing plan and design strategy, using information technology software is a requirement of this course.

**MBA 752 Financial Institutions and Markets****3 credits**

Modern financial institutions and markets operate in a dynamic environment that is witnessing increased global integration as financial intermediaries transform into a singular financial services industry. Fueled by innovation, technology, regulation, taxation, and competition, once sacrosanct boundaries between traditional industry sectors and international barriers have been breached. The reintegration of and coalescing within the financial services industry has meant a renewed emphasis on profitability and the development of management and corporate strategies to control institutional and investor risk. In addition to an emphasis on risk measurement and management, this course will cover asset securitization, securities markets, off-balance-sheet activities, financial institutions, globalization of financial services, financial statement analysis and loan applications, securities trading activities, regulation, industry trends and characteristics, and interest rates. Students will use and apply analytical models, tools and techniques to gain a greater understanding of the operations of a modern financial institutions and markets. *Prerequisite: MBA 744 or Permission of Director/Chair*

**MBA 754 Financial Engineering****3 credits**

Financial engineering is a hybrid, interdisciplinary course that integrates several major areas and activities in finance, economics, management, mathematics, statistics, quantitative methods, accounting, computer science, business research and decision modeling. The application of higher level theoretical, empirical, conceptual, modeling, and experiential tools from these disciplines to problems in derivative securities valuation, portfolio structuring, risk management, scenario simulation, strategic management, dynamic investment strategies, and securities trading are emphasized. Legal and regulatory issues in financial engineering will be explored. *Prerequisite: MBA 752 or Permission of Director/Chair*

**MBA 756 International Finance and Economics****3 credits**

This course integrates international finance and international economics. It broadens students' knowledge and understanding of financial globalization policy issues and risks in the corporate environment as well as the developed and developing world in the areas of capital flows, global capital markets (debt and equity securities, derivatives), foreign exchange transactions and

international trade of goods and services involving classical and neoclassical and modern models, traded assets and portfolio diversification, international bank lending, financial linkages and Eurocurrency and other currency derivatives, balance of payments and trade deficits, international monetary economics, and transition economies. Students will also gain greater appreciation and awareness of the integrated and increasingly interdependent financial and economically internationalized world. *Prerequisites: MBA 742 or Permission of the Director/Chair*

### **MBA 758 Derivatives**

**3 credits**

This course focuses on derivative instruments that are traded in the markets and held in investor (individual, institutional, government) portfolios. Emphasis is placed on the underlying products that create derivatives, such as equities, commodities, interest rate, and foreign exchange. New developments in the derivatives markets that involve trading in credit, electricity, weather, and insurance derivatives are given special attention. Forward, futures and options (generic, exotic, real) markets are considered from the perspective of hedgers, speculators, and arbitrageurs. Martingales, convexity, HJM, LMM and other measures and models, binomial trees, and stochastic processes will be discussed at length. This material will have a thorough grounding in use of options, futures and other derivatives to control market risk. *Prerequisite: MBA 752 or Permission of the Director/Chair*

### **MBA 760 Employee and Labor Relations**

**3 credits**

This course will focus on the dynamics of union/nonunion, labor/management relations in the contemporary organizational environment. Creation of internal policy, complaint systems, employee rights, performance appraisals, employee morale, health, safety and security issues will be examined. Labor/management behavior within the framework of applicable federal and statutory laws and regulations, administration of labor contracts, the mediation and arbitration process, legal aspects of collective bargaining and related practices, negotiation techniques and unfair labor practices will be addressed. The role of unions will be analyzed for applicability to the twenty-first century mobile, technology-educated workforce. Topical readings, case analysis, group projects, and a scholarly research paper will round out the class lectures and class assignment. *Prerequisites: MBA 722 or Permission of the Director/Chair*

### **MBA 762 Compensation Analysis and Benefits Planning**

**3credits**

Organizations face increasing challenges to design effective and efficient compensation programs to retain employees and motivate them to higher levels of performance and productivity in a globally competitive environment. There are increasing legal, legislative and regulatory reforms and constraints; workforce competition; labor cost reduction pressures due to outsourcing/offshoring and information technology infrastructures; and product competition and growth. There is also extraordinary tension between an organization's labor requirements and its ability to pay competitive wages within the dynamic of regulatory and competitive constraints. Part I of this course will expose students to compensation theories and administrative practices and provide them with the knowledge and techniques to make rational compensation decisions.

In Part II of the course, the focus is on pension planning, that includes tax and legal requirements, defined contribution plans (profit sharing, savings, employee stock ownership [AESOP], 401[k], 403[b]), defined benefit plans, IRAs, Keogh plans, SEPs, SIMPLE plans, ERISA, and Employee Stock Compensation Plans. The intent is to educate students about available corporate employee incentive compensation packages other than competitive wages, some of which are participant-directed investing.

*Prerequisite: MBA 722 or Permission of the Director/Chair*

### **MBA 764 Organizational Staffing**

**3 credits**

This course will examine the evolving strategic, technological, practical, and legal issues confronting organizations and their staffing systems. It includes all applicable federal laws and practices as well as employee orientation, selection, recruitment, promotion, training and career development. This course will look explicitly at the corporate staffing ethics and why it is essential in today's business environment. The organizational staffing model will present the strategic approach from the organization's mission, goals and objectives, human resource and staffing strategies to staffing systems and retention management. Staffing systems management will include staffing functions, software, analysis and EEOC mediation programs. Recent case analysis will serve as an integral part of the class reading, discussion and final research paper. *MBA 722 or Permission of the Director/Chair*

### **MBA 768 Supply Chain Management**

**3 credits**

Supply chain management focuses on a complex network of linked relationships among upstream and downstream suppliers and customers with the organization as the focal point of business process integration and interfaces that include product design, production, manufacturing, operational functions and services, finances, and communication and information technology systems. The overarching goal of supply chain management is to reduce uncertainty and risk and to cost-effectively and competitively deliver goods and services to the ultimate customer that satisfies their needs and expectations. The course introduces a theoretical and conceptual definition and framework of supply chain management that stresses business process integration and coordination of the entire flow of raw materials and semi-finished goods and services to the enterprise and its customers. Inventory control, ERP, CRM, e-business/commerce, transportation and logistics, warehousing and knowledge management technologies and applications are studied for their strategic effectiveness and efficiency in reducing costs, generating revenues, improving profitability, and sustaining organizational competitiveness. *Prerequisites: MBA 750 or Permission of the Director/Chair*

### **MBA 770 Public Policy & Administration**

**3 credits**

This course takes a historical, theoretical and applications approach towards contemporary and emerging public policy issues and administration. It provides a broad survey of issues that incorporate pluralist, elitist, cyclical models, eclectic, state centered and social movement theories to explain public policy continuity, change and typology. Distributive, redistributive, competitive regulatory, protective regulatory and morality policies are explored. Using case study methodology, the course will discuss the interdisciplinary integration and interrelationship between public policy issues and administration. Students will consider a

central issue of, why are some policy issues subject to constant change and others remain static, and what is the impact on administrative governance?

*Prerequisite: MBA 756 or Permission of the Director/Chair*

**MBA 772 Legal, Ethical & Regulatory Environment of Business** **3 credits**

Organizational enterprises operate under the rule of law which regulates the structure, behavior and conduct of businesses and their employees. The existence of capitalistic societies, wealthy nations, and vibrant economies are enabled by legal systems that protect the system of private enterprise and facilitate the promotion of responsible corporate governance thereby reducing fraud and corruption. This course will examine the various laws, policies, regulations and statutes that are at the bedrock of American business. The court system, litigation process, the constitution and business, intellectual property, contracts and torts, criminal law, labor law and employment discrimination, antitrust laws and securities regulations, and environmental and international law will inform this courses. Students will analyze the rationale and impact of Sarbanes-Oxley on corporate governance and the interplay between ethical issues and dilemmas and legal requirements. Business law cases will be integrated in chapter discussions.

*Prerequisites: MBA 742, 760 or Permission of the Director/Chair*

**MBA 774 Leadership** **3 credits**

This course will examine the multi-faceted nature, concept, context and distinction between leadership and management as it is practiced and applied in the workforce. The approaches to several dimensions of leadership (transformational, charismatic, and transactional) as proposed and promulgated by theorists, researchers, scholars, and practitioners will be examined for applicability to twenty-first century organizations. Social, hierarchical, political and power relationships among leaders, followers and constituents are conceptualized and exposed to arrive at an articulated framework for understanding their dynamic interaction in the development of a strong corporate culture that builds "high-performance human systems".

*MBA 722 or Permission of the Director/Chair*

**MBA 776 Public Finance & Political Finance** **3 credits**

This course employs several analytical tools and models (Tibeout and others) to examine and understand the financial expenditures, benefits and implications of the implementation/non-implementation of major government programs and policies. There are several linkages between economic analysis, political issues and public responses and choice. Key issues related to income distribution, welfare economics, social insurance (social security, unemployment, and health), taxation (corporate, personal, commodity, consumption, wealth, property, local, and state), regulation and environmental issues, and homeland security receive comprehensive treatment. Students will be exposed to the historical debate between political economy and normative public finance and determine whether coexistence or separation is possible in a globally interdependent world where interlocking public domains (countries, governments, private enterprises, civil society, people), trans-border concerns and international economic cooperation are essential. *Prerequisite: MBA 756 or Permission of the Director/Chair*

**MBA 778 Security Analysis & Investment Management** **3 credits**

This course employs historical and philosophical insights combined with theoretical knowledge and the practitioner's approach to securities analysis and investment management strategies and practices. Students will receive a thorough grounding in value investing, valuation techniques for equity securities, technical analysis, fixed income valuation, bonds with embedded options, time-value convexity trade-off and immunization, and investment strategy. Additionally, students will understand how to measure, manage and value companies.

*Prerequisites: MBA 756 or Permission of the Director/Chair*

### **MBA 780 Entrepreneurship and Venture Capitalism**

**3 credits**

This course provides a framework for understanding the entrepreneurial process that includes opportunity recognition and feasibility analysis, a solid business idea, a strategic business and executable plan that maximizes the chances for commercial success in the marketplace, and strategies for growing the entrepreneurial firm. Since many new ventures struggle or fail in the first or second year of their existence, this course will analyze the success or failure of real-life entrepreneurial startups and suggest, through case studies supplemented by lectures and guest speakers, effective and efficient financial, marketing, management, and business strategies and practices that minimize failures. Students will learn how to develop an entrepreneurial mindset, build social and business networks, and become resource gatherers of human, social, physical, technical, and financial capital. The many approaches to securing funding, with a special emphasis on venture capitalism, will be studied and applied. Students will produce a comprehensive concept plan for an entrepreneurial business. *Prerequisite: MBA 756 or Permission of the Director/Chair*

### **MBA 782 Mergers, Acquisitions & Divestitures**

**3 credits**

Mergers, acquisitions, and divestitures (MAD) are vital business tools for enterprise growth and expansion to gain and sustain competitive advantages in industry sectors and in the marketplace. This is a high level course for the advanced graduate finance students who will gain a thorough understanding of contemporary finance theories and applications in the MAD arena. The course will consider the rationale and strategies underlying MAD activities; examine due diligence, valuation and financial accounting procedures and models; discuss the transaction terms, deal design, structure and dynamics; analyze the impact of legal, regulatory and governance issues; assess the external and internal behavioral effects on competition, employees and managers; and explore strategies for successful pre- and post-merger integration. Students will seek answers to fundamental questions: Do mergers and acquisitions (M&A) activities create value for the acquiring company's shareholders? Are the expected synergies realized? Do acquirers systematically overpay? Are M&A deals a matter of survival in a consolidating or increasingly competitive industry? Case studies and industry experts will supplement lectures. *Prerequisite: MBA 756 or Permission of the Director/Chair*

### **MBA 784 Behavioral Finance**

**3 credits**

Unlike conventional or rational financial economics models and theories, the premise of behavioral finance theories is that real people make investor decisions based on psychological biases and biological anomalies that influence capital market performance and outcomes. It challenges the concept of the rational economic man (perfect rationality, perfect self-interest,

and perfect information) and the rational markets. The drivers and the many biases associated with behavioral finance theories will be explored in-depth for their impact on asset allocation and the efficient and anomalous market hypotheses, including prospect theory and neuroeconomics, heuristics, probability, insights from cognitive psychological behavior, and experimental economics. Standard concepts in rational financial concepts such as valuation, capital budgeting, capital structure, dividend policy, real-option techniques, corporate governance, and mergers and acquisitions will be covered. Students will apply standard and behavioral finance concepts to the development of portfolio and wealth management strategies and structures. *Prerequisite: MBA 756 or Permission of the Director/Chair*

### **MBA 790 Strategic Management**

**3 credits**

Strategic management is an upper-level course that integrates the major business disciplines of economics, finance, investments, management, and marketing as well as statistics and quantitative methods. It is designed to give current and future managers, leaders, entrepreneurs, and others the tools and techniques they need to successfully formulate and implement organizational strategies (vision, mission, goals/objectives, action plans) to achieve a competitive advantage that yields superior financial performance while maintaining quality and providing excellent customer service. To be effective, the organization's stakeholders (particularly management and staff at all organizational levels) must buy-in and support the strategic management process from initiation to execution and implementation.

Using case studies, current readings in strategic management, Internet and information technology resources, students will develop critical analytical tools to think strategically, conduct strategic analysis, craft and implement optional, integrated business strategies using sound managerial judgment based upon socially responsible ethical and organizational principles and behavior.

*Prerequisite: Permission of the Director/Chair*

### **MBA 792 Seminar in Global Financial Management**

**1 credit**

This seminar will address historical and contemporary global and domestic financial management issues. Cases, empirical studies, articles from trade journals and guest speakers will supplement instructional activity.

### **MBA 794 Seminar in Global Human Resources Management**

**1 credit**

This seminar will address historical and contemporary global and domestic issues in human resources management. Cases, empirical studies, articles from trade journals and guest speakers will supplement instructional activity.

### **MBA 796 Seminar in Public Management**

**1 credit**

This seminar will address historical and emerging public policy issues and management in the domestic and international arena. Cases, empirical studies, articles from trade journals, government and agency literature, and guest speakers will supplement instructional activity.

### **MBA 798 Seminar in Business, Professional and Organizational Ethics**

**1 credit**



This seminar will address historical and emerging ethical issues as they impact the conduct of employees, managers and executives in public and private enterprises. Cases, empirical studies, articles from trade journals and guest speakers will supplement instructional activity.

**MBA 800 Integrated Capstone Research Project**

**3 credits**

The capstone course is a terminal MBA, independent research project that critically integrates the theoretical concepts of the program with the occupational, career, and post-graduate interests of the student. The research project gives students the opportunity to identify an issue or problem that merits in-depth investigation. The investigation involves identification of a topic, application of a business research design model, undertaking a literature review, quantitative and qualitative collection of historical, current and/or extant data, data analysis, and an action-oriented 75 - 100 page report of research findings and recommendations. Capstone models the format and structure of a graduate thesis.

Two additional options to the formal thesis are available to students: the completion of a publishable 25 page scholarly journal article or a group research project.

A department of Business and Information Technology faculty member will supervise students with an interest in his/her area of specialization from research proposal development to research project completion and presentation. *Prerequisite: Permission of the Director/Chair*

## Master of Arts in Human Services

The Master of Arts in Human Services Program is designed for working adults with administrative/supervisory positions in human services agencies who are looking to gain graduate credentials and move up the career ladder. The MAHS program builds on prior knowledge and experience as it prepares experienced human service workers to bring about effective change through a combination of academic and performance-based learning, using a systems approach to research and solve problems at the personal, agency, and community levels. The program's aim is to produce leaders with the skills to administer programs effectively, develop and implement policies efficiently, and manage employees ethically and productively.

This competency-based graduate program has been developed for working adults by experienced practitioner educators. It requires 30 hours of academic credit, a cumulative grade point average of 3.00 (B) or better and can be completed in sixteen months.

### Master of Arts in Human Services Program

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#### Required Courses (3 credits each)

##### Semester I

MAH 611 Writing Skills for Human Services Practitioners	3
MAH 612 Lifespan Development	3
MAH 613 Theories of Intervention	3

##### Semester II

MAH 621 Professional Ethics in Client Care	3
MAH 622 Tools and Models for Human Services Managers	3
MAH 623 Action Research	3

##### Semester III

MAH 631 Group Dynamics	3
MAH 632 Planning and Effecting Community Change	3

##### Semester IV

MAH 641 Social Policy and Program Evaluation	3
MAH 642 Case Management	3
MAH 643 Field Experience	3

**Total** **33 credits**

#### Admission Requirements

Applicants must possess an earned B.A. or B.S. degree from an accredited four-year institution of higher education in human services or a related field, such as sociology, psychology, or criminal justice, and have graduated with a Cumulative Grade Point Average (CGPA) of 2.75 or better. Applicants must also have at least one year of paid work experience in the human services field and be currently working in a full-time supervisory or administrative position in a

human services agency (or in special circumstances an approved intern position) to be eligible for admission consideration.

### **Admission Procedures**

Applicants must submit

- A résumé confirming their current employment in a full-time supervisory or managerial position in a human service agency experience (in special circumstances, an approved intern position) and at least one year's paid work experience;
- An official academic transcripts for undergraduate coursework;
- A completed graduate program application including a 300-500 word essay and three letters of reference,

Candidates must also participate in an in-person interview concerning characteristics and skills needed for success in online learning.

### **Exit Criteria**

To graduate with an MAHS degree, students must maintain a 3.0 GPA on a 4.0 scale, complete all required coursework including the design of a final agency-based project proposal presented both orally and in writing.

## Master of Arts in Human Services Course Descriptions

### **MAH 611 Writing Skills for Human Service Practitioners**

**3 credits**

This course will help students improve their academic and professional writing skills. By creating and refining a variety of professional documents (proposals, reports, web-based prose, PowerPoint presentations, and academic research), students will learn to write with clarity, conciseness, correctness and conviction.

### **MAH 612 Life Span Development**

**3 credits**

This course focuses upon psychological development throughout life span. Emphasis is placed on developmental theories and concepts focused on biological, psychological, and sociocultural aspects of growth and change. Students have the opportunity for assessment of their own developmental process, self-needs and strengths. Theories are applied to students' personal and professional experience.

### **MAH 613 Theories of Intervention**

**3 credits**

This course evaluates the efficacy of the traditional Western-European paradigm underlying the social science field and social practice perspectives. Social science literature utilizes a myriad of theoretical perspectives and research approaches to enhance students'/practitioners' understanding of various aspects of culture, race, sexuality, socioeconomic status, ability, gender etc. Emphasis is given to these and other constructs that are relevant for effective service delivery. Finally, the course reveals the elusive concept of privilege and power and how it is woven into the discourse and interaction between dominant and oppressed groups.

### **MAH 621 Professional Ethics in Client Care**

**3 credits**

The course focuses on the principles of professional ethics in helping relationships with the primary attention given to ethical and philosophic traditions from a variety of continents and epochs in history. Consideration is given to multi-cultural concerns, codes of ethics in human services, and ethical issues faced by clients in helping relationships. Approaches to values are distinguished (e.g. philosophical, psychological and interdisciplinary).

**MAH 622 Tools and Models for Human Service Managers** **3 credits**

It is only through effective and efficient management practices that human service agencies can achieve a broad humanistic vision. This course will provide students with a variety of management tools models and perspectives essential for creating and maintaining efficient practices and effective strategies within human services organizations.

**MAH 623 Action Research** **3 credits**

This course focuses upon the descriptive analysis of data and presentation of findings. Research findings will be analyzed, findings presented, and conclusions will be drawn. Additionally, recommendations for future study will be explored. Limitations to methodology will be documented along with implication of these limitations. Students will be introduced to research based social program planning and grantsmanship strategies. Students will also further explore applied research through the introduction of evaluation research theory.

**MAH 631 Group Dynamics** **3 credits**

This course provides comprehensive attention to theory and research related to group dynamics and what makes groups function effectively. Types of groups are examined and roles and leadership in groups are studied. Additional topics to be explored are: a) groups as systems; b) group development, c) group decision-making, d) power in groups, e) conflict management, f) behavior in face-to-face groups relative to task completion, g) relationships among group members, h) technology and virtual groups, and i) facilitation of group context and process. Integration of knowledge is emphasized throughout the course via group assignments.

**MAH 632 Planning and Effecting Community Change** **3 credits**

This course examines participatory planning as a systematic process for creating community change. It critically analyzes the sociopolitical context and core concepts of “planning for change,” major models and methods of practice, and practical tools for engaging community members, assessing community strengths and needs, setting goals and making action plans, building support and collaborative partnerships for implementation, and evaluation as a participatory community-based approach. Emphasis is placed on working with oppressed groups in racially segregated and economically disinvested areas.

**MAH 641 Social Policy & Program Evaluation** **3 credits**

This course provides the knowledge and skills needed to examine social welfare structure, policies and programs to understand their relevance to the delivery of human services to populations in need. The course examines social welfare policy historically, conceptually, and ideologically. Students will be able to identify basic issues, concepts, values, frameworks and

ethical issues that define social welfare policy and influence their ability to work with diverse groups and populations at risk and to think critically using an analytic approach to highlight the forces/issues (political, economic, ideological) that facilitate or inhibit changes in social policies and human service programs.

**MAH 642 Case Management**

**3 credits**

This course will address the concept of case management as a mechanism used by human service systems to enable consumer access to the services provided as part of an agency's or organization's function. The case management concept will be discussed in relation to the history of social and human services development across various organizations, conditions and groups of people. The seven phases of case management will be included and discussed from various perspectives. Theories skills and techniques will be identified and practiced in relation to the seven components. Case management will be discussed in relation to social welfare and health care policies developed in the 1960s through present day legislation.

**MAH 643 Field Experience**

**3 credits**

## Master of Science in Counseling

### Mission Statement

The mission of the program is to enhance the academic and clinical development of students in the field of counseling and empower them to educate, respect, and improve the quality of important personal relationships in clients' lives through training and research.

### Program Goals

The Master of Science in Counseling (MSC) is a 60-credit degree program that offers students an opportunity to learn and enhance their counseling skills. This program allows students to take a range of courses that will increase their counseling knowledge and skills and enable them to become leaders within the counseling profession. Highlighting multiculturalism, diversity, and service of underserved populations, students will gain a robust academic and professional experience that will empower them to be prepared to take the National Counseling Examination and ultimately become licensed professional counselors (L.P.C).

Students will have an opportunity to develop connections with regional and national leaders in the field of counseling and secure professional linkages with area agencies and constituents. The curriculum of the Master of Science in Counseling program will be set around accreditation standards by NBCC (National Board of Certified Counselors)/CACREP (Council for Accreditation of Counseling and Related Educational Programs)/ACA (American Counseling Association). Together with a post-degree requirement (e.g., 3000 hours externship), and successful completion of a licensure exam, graduates will be able to provide direct clinical, counseling, and consultative services in a wide range of medical, research, mental health and independent practice settings.

### Outcomes

Students exiting the Master of Science in Counseling Program will be able to:

- Compare and contrast relevant theories as it relates to counseling.
- Ethically utilize appropriate counseling techniques with various populations.
- Apply relevant theories to communicate (written, oral, kinesthetic) effectively for positive therapeutic outcomes.
- Utilize qualitative and quantitative forms of data collection and inquiry.

### Admission Criteria

- Students must have a B.A., B.S. degree from an accredited university.
- Students will have earned at least a 3.00 undergraduate grade point average and a 3.00 GPA in psychology or psychology related major (e.g. psychology, human services, social work, etc.).
- Students will submit an application, statement of purpose/personal essay, three letters of recommendation from someone familiar with academic or professional

achievement, resume, and all official transcripts. Students will also take and submit GRE scores.

### **Program Structure**

Classes are held from 4:00 p.m. to 10 p.m. on Tuesday, Wednesday, or Thursday evenings. During the fall and spring semesters, students will take four courses and during the summer, they will take two classes each summer session. The rigor of the program is geared to enhance students' knowledge and breadth of experience in the field of counseling.

### **Full Time status**

Students will apply for full-time acceptance into the Master of Science in Counseling Program. Full-time students must register for four courses (12 credits) for five semesters. However, Students will have up to five years to complete the degree.

### **Transfer Credit**

Only 6 credit hours from accredited counseling or counseling related programs will be accepted as electives towards the MSC degree.

### **Degree requirements**

- Successful completion of courses with no less than a 3.0 GPA or "C" in any class. Students who earn a C- or less will have to repeat the class. Students will have an opportunity to retake a class only once. In the event that the student is unsuccessful in passing the class, they will be removed from the program.
- Passing score on a comprehensive examination (similar to the National Counseling Exam Test offered by the National Board of Certified Counselors)
- Completion of a portfolio that includes examples of graded papers, projects, essays, description of professional pursuits related to being a researcher, consultant, or counselor, and narrative about academic and professional experience in the MSC program. Students must complete a portfolio and then present orally to MSC faculty for review. Students can "Pass", "Fail", or be asked to "Remediate". Students who fail will be required to resubmit their portfolio prior to the next graduation date. Students who have to engage in remediation will be required to resubmit their portfolios within two weeks and reschedule their oral presentation shortly thereafter.

## **Master of Science in Counseling Program**

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The Master of Science in Counseling (MSC) will be a 60-credit degree program that offers students an opportunity to learn and enhance their counseling skills. This program will allow students to take a range of courses designed to increase their counseling knowledge and skills and enable them to become leaders within the counseling profession. The program subscribes to an integrative and multicultural orientation. To address the needs of underserved populations, students will gain a

robust academic and professional experience that will empower them to be prepared to take the National Counseling Examination and ultimately obtain their license (L.P.C).

**Complete the following coursework:**

**Semester I:**

MSC 610 Professional Orientation and Foundation in Counseling	3
MSC 611 Human Development Theories and its Application	3
MSC 612 Interviewing Skills	3
MSC 613 Psychopathology, Diagnosis, and Treatment Planning	3

**Semester II:**

MSC 620 Statistics	3
MSC 621 Ethics in Counseling	3
MSC 622 Counseling, Assessment, and Application	3
MSC 623 Multicultural Counseling	3

**Semester III:**

MSC 630 Applied Research Methods	3
MSC 631 Career and Lifestyle Development Counseling	3
MSC 632 Group Processes	3
MSC 633 Addictions and Compulsive Behavior <b>OR</b>	
MSC 634 Death, Dying and Loss	3

**Semester IV:**

MSC 640 Counseling Internship I	3
MSC 641 Marriage, Couple, and Family Counseling	3
MSC 642 Sexuality Counseling and Consultation	3
MSC 643 Crisis and Trauma Counseling <b>OR</b>	
MSC 644 Counseling the Elderly	3

**Semester V:**

MSC 650 Counseling Internship II	3
MSC 651 Special Topics and Research in Counseling	3
<b>Choose (2) of the following:</b>	
MSC 652 Understanding Gender in Counseling	3
MSC 653 Happiness, Mindfulness, and Mental Health	3
MSC 654 Counseling and Consultation of Adolescents	3
<b>Total Credits</b>	<b>60</b>

## MSC Course Descriptions

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**MSC 610 Professional Orientation and Foundation in Counseling**      **3 credits**



The course focuses on theoretical perspectives of helping in a wide variety of human interaction situations. Theories of counseling will be examined and their application to other professional helping relationships will be discussed. Variables related to establishing and maintaining a helping relationship will be examined, e.g., assessment/intervention, rapport building, cultural competence and skill building. The stages of a helping relationship will be explored in class by role-plays, student simulation (case consultation), and problem solving formats. Emphasis is on understanding helping from the perspective of interpersonal dynamics and the components of behavior change.

**MSC 611 Human Development Theories and its Application** **3 credits**

This course focuses upon psychological development throughout the life span. Emphasis is placed on developmental theories and concepts focused on psychosocial, cognitive, emotional, interpersonal, and moral aspects of growth and change. Students will be provided the opportunity for assessment of their own developmental process, self-needs and strengths. Theories will be applied to students' personal and professional experiences.

**MSC 612 Interviewing Skills (One-on-One Counseling)** **3 credits**

This course is designed to provide students with opportunities to develop the knowledge, values and skills necessary for effective assistance to individual, clients, and family systems. Communication, which is a major component of mental health clinical practice, is accomplished through the transmission, reception and interpretation of verbal, non-verbal, and written messages. Understanding and use of communication skills are essential for effective practice. Students will learn skills to support clients' efforts to navigate themselves behaviorally and emotionally during the therapeutic process as well as the functionality of ongoing clinical assessment and evaluation. This course integrates and supports learning through lecture, skills demonstration, discussions and case analysis. Students will develop skills in problem solving, effective communication, and documentation.

**MSC 613 Psychopathology, Diagnosis, and Treatment Planning** **3 credits**

This course will provide a comprehensive review of current models, theories and principles pertinent to the identification, description and delineation of major mental disorders. Concepts and terminology from the DSM-IV-TR/DSM V will be detailed and applied to salient clinical concerns and situations arising in human service agencies. Case and illustrations will be drawn from participants' clinical experiences. Special emphasis will be placed upon the reasoning, judgments and extrapolations that underlie the process of clinical diagnosis and prognosis. This course is designed for human services practitioners who serve as therapists, counselors, or case managers in a variety of human services settings in both public and private sectors. The purpose of the course is to present the categories of the DSM-IV-TR/DSM V as well as definitions of mental disorders derived from theory and research. The intention is to provide a knowledge base that will enable human service practitioners to become better observers of symptoms and behaviors that constitute the basis for diagnostic judgments. The material presented in the course should also enable practitioners to make more effective linkages from diagnostic judgments to the enumeration of clinical interventions and treatment plans.

**MSC 620 Statistics****3 credits**

Topics include probability theory, concepts of descriptive statistics, discrete and continuous distributions, hypothesis testing, confidence intervals, sample sizes, correlation, regression, multinomial and contingency tables. Computer applications will be investigated.

**MSC 621 Ethics in Counseling****3 credits**

This course is an introduction to the ethical standards for the profession and to the research relevant to ethical behavior of counselors in mental health, career, and school settings. Study of important legal developments related to confidentiality, testing, research and supervision. The course also involves the application of ethical and legal standards to complex cases. Examination of emerging ethical issues and models of ethical decision-making.

**MSC 622 Counseling, Assessment, and Application****3 credits**

This course will examine a variety of assessment and testing methods, advanced interviewing procedures, and observational techniques associated with the formulation of diagnostic impressions and treatment plans in clinical settings. Emphasis will be given to multi-modal and eclectic appraisals of cognitive, affective, social, vocational, interests/aptitude, achievement, intellectual and personality aspects of functioning. This course will also present frameworks and models for the development of assessment practices. Attention will be given to the function and origin of assessments and testing instruments and principles underlying counseling and clinical practice in various human services settings. Additionally, concepts identifying appropriate paradigms for diagnostic inferences will be covered. Guidelines for conducting the assessment process in an ethical and considerate manner will be presented. Much attention will be given to the implications of clinical assessment and testing for diagnosis, clinical decision-making and treatment planning. The techniques, tools, instruments and models incorporate into the course content will be elucidated in a pragmatic manner to be utilized by counselors, clinicians and human service practitioners who might not necessarily administer psychological tests but will nevertheless be responsible for making clinical judgments and interventions based upon an understanding of test results.

**MSC 623 Multicultural Counseling****3 credits**

An overview of the basic concepts of research and theory (both historical and current) in the field of adolescent psychology is essential for individuals to grasp the developmental and sociological functioning of people transitioning from childhood to adulthood. This learning course will utilize scholarly inquiry and will be self-directed in the form of an independent research project. The basic concepts of research and theory will be measured by the quizzes, papers, and examinations administered in class. As the basic concepts of adolescent psychology are attained, critical thinking/perspectives will be developed as individuals will be asked in large and small groups in class to compare and contrast research designs, cultural constructs, and social interventions. Critical thinking perspectives will be assessed by the instructor during large and small group discussions and it will be the responsibility of the individual to remain current in the readings. Developing a critical perspective is essential in that students will be better able to predict behavioral and affective outcomes and formulate hypotheses for future research/clinical endeavors related to adolescent psychology. Finally, through discussions, in-

class writings, and class activities individuals will assess to their own development and assumptions as it relates to social and cultural expectations about adolescents and research targeted at this population.

### **MSC 630 Applied Research Methods**

**3 credits**

Research is the heart of social inquiry. One important goal of the MSC program is to train students to become research practitioners. Through this course, students will learn how to conduct and apply research to their clinical practice and begin to prepare themselves for doctoral degree pursuits. Thus, a goal of this course is to train graduate students to be disciplined, productive, and culturally sensitive researchers. It is designed to give students a broad view of the variety of approaches to designing good social research, with a substantive focus on inequality and empowerment. Students will survey many topics, techniques, and methodologies, with an emphasis on breadth rather than depth, on familiarity and critical engagement with ideas rather than mastery of technique.

### **MSC 631 Career and Lifestyle Development Counseling**

**3 credits**

This course will examine the theoretical framework and professional skills and tools used in the career counseling process. The course will present major theories of career development and introduce the student to principles, methods and tools of career assessment and decision-making.

Applications of career counseling skills to a variety of Human Service settings will be explored, as well as the significance of career development through the lifespan. Students will examine their own career development and advancement and apply the skills of career counseling to a practicum client.

### **MSC 632 Group Processes**

**3 credits**

The course focuses on theories of group dynamics with respect to styles of leadership and/or facilitation of group context, process, and conflict resolution. Behavior in face-to-face groups is examined along the dimensions of task accomplishment, relationships among group members, and issues of cultural diversity. Ethical questions for groups and the formation of group norms as a values clarification process are considered. The difference between beliefs, attitudes and values will be delineated. Issues of institutional racism, sexism, classism, ageism, ethnocentrism, and homophobia will be examined for their impact upon norm formation. Group dynamics will be explored in a cultural context with the emphasis on valuing diversity and managing conflict. Emphasis will be placed upon intra-group and inter-group dynamics, intracultural and intercultural communications, as well as linkages between groups and larger social systems.

### **MSC 633 Addictions and Compulsive Behavior**

**3 credits**

This course will expose students to clinical and theoretical assumptions about addictions. Drug and alcohol dependence, compulsive gambling, compulsive shopping and eating, sex addiction, excessive internet use and other behaviors will be explored in an effort to broaden students' understanding of the debilitating effects of addictive behavior. Trauma, co-

dependence/enmeshment, detachment, and various defense mechanisms will be examined throughout the semester and will give students an opportunity to develop a robust conceptualization about some of the challenges of addiction. Finally, this course will discuss how addiction impacts individuals, couples, families, and society.

### **MSC 634 Death, Dying, and Loss**

**3 credits**

This course will provide students with an interdisciplinary understanding of death and dying, focusing primarily on psychosocial, mental health, behavioral, and ethical issues. As a natural and developmental process of life, counselors should be familiar with relevant theories and implications about dying, grief, and loss. Some specific topics to be covered include epidemiology, prevention, attitudes towards death, living with a life threatening illness, end-of-life care, hospice, historical and cultural perspectives, ethical issues, legal issues, pain management, the relationship between stress and health, healthcare and mental health interventions, final planning, grief and mourning, funeral rituals, and suicide.

### **MSC 640 Counseling Internship I**

**3 credits**

This course is designed to provide oversight and academic supervision for internship placement in a mental/counseling agency setting. The student is expected to provide a variety of counseling services in an approved community human services agency under the site supervision of a licensed counselor or other qualified professional. Course work will focus on case supervision and discussion of counseling theories and skills to complete the internship experience. Students must complete a total of 700 hours at the approved site with no less fewer than 150 direct contact hours over the course of two semesters.

### **MSC 641 Marriage, Couple, and Family Counseling**

**3 credits**

This course will give a cross-cultural socio-historical review of families, while emphasizing the current status of the family, including changes in marriage and family patterns. The course will highlight various therapeutic strategies for working with couples and families who are under emotional, relational, and other social forms of distress. The course will address the family life cycle and how family members impact each other's behavior, cognition, and affect. The course will assess multicultural issues of couples and families, the experiences of nontraditional families, and relevant clinical interventions that may empower family members. Timely topics such as family violence, AIDS, changing roles of women, impact on families of substance abuse, mental illness, and poverty will be addressed. In addition, the functional and dysfunctional dynamics that exist among couples will also be explored.

### **MSC 642 Sexuality Counseling and Consultation**

**3 credits**

This course is designed to acquaint the student with sexual issues and challenges that he/she may encounter as a counselor or consultant. The student will learn about the myriad of ways in which sexuality is expressed and interpreted. The student will also assess and determine which aspects of sexuality are in line with his/her own personal value system. This course provides a solid foundation that encompasses relevant philosophical, psychological, sociological, and ecological theories that underpin the practice of sexuality therapy. This introductory course will desensitize and provoke introspection for counter-transference.

**MSC 643 Crisis and Trauma Counseling****3 credits**

This course is designed will prepare students to respond effectively in critical situations and to help counsel clients who are experiencing crisis events in their lives. Students will learn that crisis interventions are founded on theory and will be able to apply theory to crisis intervention techniques. Special attention will be paid to counseling approaches for use with circumstantial and developmental life crises in the community.

**MSC 644 Counseling the Elderly****3 credits**

This course provides a background in counseling older adults and their families. The first part of the course provides basic information on common mental health problems of later life and how to assess them. The second part introduces the student to basic knowledge about counseling theories and their application to problems in later life including grief and adjustment to chronic illness. This section concludes with a discussion of how to evaluate the effectiveness of psychological interventions with older adults. The remainder of the course covers counseling in the family system, applying counseling theory and interventions in organizational settings like nursing homes, and ethical issues with older adults. As one of the skills courses in gerontology, the course is intended to introduce students to counseling skills that can be used in a wide variety of human services jobs in the aging services network. The class can also provide gerontological counseling knowledge for persons in other programs that prepare the student for a counseling career such as social work, counseling psychology, and clinical psychology.

**MSC 651 Special Topics and Research in Counseling****3 credits**

This course provides a strategic assessment of contemporary counseling trends to broaden students' conceptualization and enhance their clinical and consultative skills. Students will gain insight into how to create and develop their own clinical and consultative niche.

**MSC 652 Understanding Gender in Counseling****3 credits**

This course introduces students to the interdisciplinary study of 'gender', cultivates an appreciation for the contributions gender studies has made to the different disciplines within the social sciences, inculcates in students an ability to analyze contemporary social and development issues through a 'gender' lens, and develops an awareness/sensitivity for addressing gender related issues in counseling. The course will bring together theories, approaches and methodologies from feminism, masculinities and queer studies. It complements, builds upon and critically re-visits all other counseling courses taken by students in the Master of Science in Counseling program.

**MSC 653 Happiness, Mindfulness, and Mental Health****3 credits**

While there is no shortage of lay theories and self-help literature that offer advice on how to achieve "the good life," this seminar will examine the nature of mindfulness and happiness and its utility in a therapeutic or consultative environment. Recent empirical research will be reviewed, and students will be asked to apply the information in several written assignments and in class discussion. While the main goal of this course is to extend student understanding of

clinical and empirical research on the topic of happiness, they will be invited to apply some of the research findings on happiness to their own life and clinical practice.

**MSC 654 Counseling and Consultation of Adolescents****3 credits**

An overview of the basic concepts of research and theory (both historical and current) in the field of adolescent psychology is essential for individuals to grasp the developmental and sociological functioning of adolescents. This course will utilize scholarly inquiry and will be self-directed in the form of an independent research project. The basic concepts of research and theory will be measured by the quizzes, papers, and examinations administered in class. As the basic concepts of adolescent psychology are attained, critical thinking/perspectives will be developed as individuals are asked in large and small groups to compare and contrast research designs, cultural constructs, and social interventions. Developing a critical perspective is essential to predict behavioral and affective outcomes and formulate hypotheses for future research/clinical endeavors related to adolescent psychology. Finally, through discussions, in-class writings, and class activities students will be able to assess their own development and assumptions as they relate to social and cultural expectations about adolescents and research targeted at this population.

**MSC 650 Counseling Internship II****3 credits**

This course is designed to provide oversight and academic supervision for internship placement in a mental/counseling agency setting. The student is expected to provide a variety of counseling services in an approved community human services agency under the site supervision of a licensed counselor or other qualified professional. Course work will focus on case supervision and discussion of counseling theories and skills to complete the internship experience. Students must complete a total of 700 hours at the approved site with no less fewer than 150 direct contact hours over the course of two semesters.

## Bachelor of Human Services (BHS-FLEX) Program

### BHS-FLEX Program Description

The FLEX (Furthering the Lincoln EXperience) Bachelor of Human Services (BHS) Program at Lincoln University offers an accelerated degree for adult learners who work in the human services field. This program prepares students for professional work in the human services and/or continued work at the graduate level in Lincoln University's Master of Human Services Program. The Program's adult-centered approach maintains high academic standards, while offering a personal academic plan-of-study for each student.

In keeping with the definition, mission and goals of the Human Services major for the Bachelor of Science degree at Lincoln University, the FLEX Program is career-oriented. It is designed to accommodate students that are currently employed in the field of human services and are interested in furthering their careers. The combination of a rigorous undergraduate course of study and supervised practicum will afford the students the opportunity to directly apply their learning and thereby enhance their professionalism.

### Curriculum

The proved and tested undergraduate major in human services at Lincoln University serves as the foundation for the FLEX Program. All required core courses and major requirements have been incorporated, with minor modifications, to accommodate the mature student with related-work experience. Applicants should refer to the Human Services major requirements outlined in the psychology and human services department section of the catalog.

### Student Learner Outcomes

Students completing this program will be able to:

- Apply effective human service skills, as well as the values and ethics necessary for working with individuals, groups, and communities to bring about social change;
- Apply theory to professional practice by engaging in service intervention modalities in a human services setting;
- Apply theories of management, research planning and evaluation as relevant tools in the field of human services;
- Apply knowledge of specific skills and techniques in their requisite agencies which are necessary to serve client populations; and
- Apply knowledge and techniques of cultural competence in the human services setting.

### Admissions Criteria and Procedures

Prospective students must:

- Be employed in the field of human services with at least five years of work experience in the field.

- Complete the FLEX Application
- Complete and pass admissions testing
- Provide official transcripts with any transfer credits
- Provide two professional letters of reference
- A letter from his/her current supervisor verifying employment in the human services field
- Possibly participate in an interview

A panel of admissions staff and faculty will review the application, admissions tests and interview results to determine an applicant's appropriateness for admission. The final acceptance letter will be generated upon review of these criteria for eligibility. Should the review support a rejection for admission, the applicant will be counseled face-to-face to discuss areas that require improvement. A written evaluation will be provided outlining the proper course of action for the applicant. An opportunity to resubmit an application for reconsideration will be offered to the applicant if deemed appropriate based upon implementation of the necessary course of action as outlined.

### **Transfer Credits and Prior Learning Credits**

Credits earned from previous academic studies, life-learning experiences, and professional experience will allow the student to apply for advanced standing toward the undergraduate degree. Consequently, the FLEX Program serves as an accelerated bachelor's degree program. Students who transfer more than 60 approved credit hours from another institution must meet the residency requirement of at least two semesters (30 credit hours) inclusive of a summer session.

Students will meet the requirements of the Lincoln University core curriculum and the human services major by taking Lincoln University courses, passing College Level Examination Program (CLEP) tests, and preparing professional portfolios and presentations documenting prior learning using The Council for Adult and Experiential Learning (CAEL) standards. Students may also transfer courses that are documented by official academic transcripts with a grade of C or better. To meet graduation requirements, students will need to successfully satisfy coursework inclusive of core courses, major courses, and electives. Each student enrolled in the BHS-FLEX Program will receive individual academic counseling upon acceptance and enrollment in the program.

### **Program Logistics**

The courses are offered at Lincoln University's University City located at 3020 Market Street. Classes meet on Saturday and on occasion some evenings during the week. Students attend classes every other week, while working online on the weeks that they are not in class. Students work in class and with a professional staff person to prepare for assessment for prior learning.

### **[BHS Course Descriptions](#)**

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See Department of Psychology and Human Services, as well as the Department of Sociology



## COLLEGE OF SCIENCE AND TECHNOLOGY

The College of Science and Technology includes the departments of Biology, Chemistry and Physics, Mathematical Sciences, Computer Science, Nursing and Health Science. A dean heads the College and each department has a chairperson. The departments offer undergraduate studies leading to the B.A. /B.S. degree and pre-professional programs. The pre-professional programs include: the Engineering Program, the Pre-medicine Program and the Environmental Science Program. The overall goal of the College of Science and Technology is to prepare its graduates for possible admission into graduate school, Professional School or industry.

### General Science Program

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The General Sciences degree program is an interdisciplinary degree track leading to bachelor's degree in General Science. It is designed for students who may not require the focus of a single science curriculum. The degree is designed to provide a broad education and to teach the fundamentals of science. The flexibility in the choice of courses allows students to obtain a degree that meets their career goals. Students can concentrate on biological sciences or chemistry as they prepare for admission to medical school, or other professional school in the health industry. Students can also prepare for graduate school, or work in fields in the pharmaceutical industry, clinical or laboratory setting, public health or environmental sciences, federal, state and local government, in the military.

### Program Goals

1. To prepare students to conduct and communicate original scientific investigations.
2. To graduate students who have a solid grounding in many areas of science including biology with significant exposure to chemistry, physics, mathematics and computer science.
3. To prepare and graduate students who enter graduate school or professional school.
4. To prepare students for the world of work in a variety of settings.

### General Science Learning Outcomes

- Students are able to apply the scientific method and complete an independent research project.
- Students are able to effectively communicate scientific concepts through written, spoken and visual means.
- Possess working knowledge of the principles of chemistry, biology, mathematics and physics.
- Apply critical analysis and quantitative problem-solving skills to a variety of contexts.
- Demonstrate reasoning skill and ability to engage in scientific problem solving.

To complete the General Science degree, a student must complete each of the following:

**General Science core requirements:**

BIO 103 and BIO 104 – General Biology I and II for Majors 8  
 CHE 103 and CHE 104 – General Chemistry I and II 8

**Physics – Select one pair (1):**

PHY 103 and 104 – Introduction to Physics I and II with labs 8  
 PHY 105 and 106 – General Physics I and II with labs

**Mathematics and Computer Science: Select two (2):** 6-8

MAT 110 College Algebra  
 MAT 111 Pre-Calculus  
 CSC 151 Computer Applications  
 CSC 152 Intro to Programming

**Total General Science core requirements 30-32 credits**

**Major Emphasis Area**

The student must complete a major emphasis area in one of the departments; this will be an additional four courses in the chosen department beyond the two courses listed in General Science core requirements for that department.

**Select an Emphasis area: (4 courses beyond core) 12-16 credits**

Biology  
 Chemistry  
 Computer Science  
 Mathematics  
 Physics

**Capstone Experience 3-4 credits**

The student must complete the capstone experience required by the department which the student is using for the major emphasis area.

**Total Major Emphasis Area 15-20 credits**

**Minor Emphasis Area**

The student must complete a minor emphasis area in one of the departments, excluding the major emphasis area department; this will be an additional two courses in the chosen department beyond the General Science core requirements for that department.

Biology  
 Chemistry  
 Computer Science  
 Mathematics

Physics

**Total Minor Emphasis**

**6-8 credits**

**Total General Science Requirements**

**66-80 credits**

### **Standards**

For the major emphasis area, the cumulative GPA must be 2.00 or above. Only one C-grade is allowed; all other grades must be above C-.

For the minor emphasis area, the cumulative GPA must be 2.00 or above. Only one C-grade is allowed; all other grades must be above C-.

## Department of Biology

### Mission

The mission of the Department of Biology is to provide a challenging and supportive educational experience for our students so that each student can achieve his or her educational goals. Our Biology curriculum is sufficiently diverse to prepare our students for the broad variety of postgraduate opportunities that exist in biology; it is unified so that each student experiences all the relevant areas of biology, and it is current and reflective of the new information and methodology in the field. The Biology major provides a strong grounding in biology, chemistry, physics and mathematics, and then allows flexibility in the selection of electives. Recommendations for electives are offered for students interested in pursuing interests in medicine, specialized graduate study, the many careers in the allied health professions, and the teaching of biology in secondary schools. The Environmental Science curriculum is sufficiently diverse to prepare our students for the broad variety of postgraduate opportunities that exist in this field. The Environmental Science major also provides hands-on research experience which will better prepare students for employment and graduate studies.

The department offers B.S. and B.A. degrees in Biology and a B.S. degree in Environmental Science (Biology Track). Minors are offered in Biology and Environmental Issues.

### Biology Major Program Goals

1. To prepare students to conduct and communicate original scientific investigations.
2. To provide a curriculum that cultivates the students' knowledge base of the foundational areas of biology at the molecular, cellular, organismal and ecosystem levels of organization.
3. To prepare and graduate students who enter graduate school or professional school or who obtain employment in biology-related fields.

### Biology Major Learner Outcomes

1. Students are able to apply the scientific method and complete an independent research project.
2. Students are able to communicate effectively biological concepts through written, spoken and visual means.
3. Students are able to explain the processes that lead to evolutionary change and are able to recognize biological structures and functions as products of evolutionary change.
4. Students are able to connect nutrient cycling and energy flow at multiple levels of biological organization.

5. Students are able to correlate structure and function at multiple levels of biological organization.
6. Students are able to describe how genetic information is stored, expressed and transmitted from one generation to the next.

## Biology Program

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In addition to the University's core requirements, the following courses are required for the B.S. degree in Biology:

**General Education specific requirements:**

**Natural Science: Select one (1):** **4**

PHY 103 Intro to Physics I (with lab)

PHY 105 General Physics I (with lab)

**Natural Science Select one (1):** **4**

PHY 104 Intro to Physics II (with lab)

PHY 106 General Physics II (with lab)

**Biology Major**

BIO 103 General Biology I for Biology Majors 4

BIO 104 General Biology II for Biology Majors 4

BIO 207 Cell Biology 4

BIO 208 Genetics 4

**Electives – Select five (5)** **18-20 credits**

**(Three must include labs) chosen from among the following:**

BIO 301 Endocrinology

BIO 302 Vertebrate Physiology

BIO 304 Developmental Biology

BIO 305 Biological Techniques

BIO 308 Histology

BIO 309 Botany

BIO 310 Invertebrate Zoology

BIO 311 Conservation Biology

BIO 312 General Ecology

BIO 313 History of Biology

BIO 316 Microbial Ecology

BIO 317 Principles of Medical Pharmacology

BIO 319 Cancer Biology

BIO 390 Special Topics

BIO 401 Microbiology

BIO 402 Immunology

BIO 405 Comparative Anatomy of Vertebrates

BIO 407 Molecular Biology

BIO 408 Human Anatomy

BIO 412 Neuroscience	
CHE 303 Biochemistry I	
<b>Total Biology</b>	<b>34-36 credits</b>
<b>Chemistry Requirements</b>	
CHE 103 General Chemistry I (with lab)	4
CHE 104 General Chemistry II (with lab)	4
CHE 203 Organic Chemistry I (with lab)	4
CHE 204 Organic Chemistry II (with lab)	4
<b>Total Chemistry</b>	<b>16 credits</b>
<b>Statistics</b>	
MAT 114 Elementary Statistics (or a comparable statistics class approved by the department)	<b>3</b>
<b>Calculus: Select one (1):</b>	
MAT 121 Calculus	<b>4</b>
MAT 120 Calculus for Social Science Majors	
<b>Total</b>	<b>57-59 credits</b>

### Biology Minor

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BIO 103 General Biology I for Biology Majors with lab	4
BIO 104 General Biology II for Biology Majors with lab	4
BIO 207 Cell Biology with lab	4
BIO 208 Genetics with lab	4
Two upper level electives in Biology	6-8
<b>Total</b>	<b>22-24 credits</b>

### Environmental Science Program (Biology Track)

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The B.S. degree in Environmental Science is designed to prepare students for graduate study and/or employment in the Environmental Science field. The courses that comprise the major will expose the student to all the major sub-disciplines in Biology and their application in the field of Environmental Science. In addition, the student can choose electives based on his or her particular interests. There are two tracks in this degree program, one in Biology and one in Chemistry; the requirements for the Biology track are described below.

#### Program Goals

1. To prepare students to conduct and communicate original scientific investigations.
2. To graduate students who (a) have a solid grounding in environmental science and biology with significant exposure to chemistry, physics, mathematics and

statistics, and (b) and can make the connections with the social sciences that are critical in understanding and resolving environmental issues.

3. To prepare and graduate students who enter graduate school or who obtain employment in the environmental field.

### **Program Student Learning Outcomes (SLOs)**

- Students are able to apply the scientific method and complete an independent research project.
- Students are able to effectively communicate scientific concepts through written, spoken and visual means.
- Students are able to synthesize information and apply their knowledge to develop solutions for environmental problems.
- Students are able to make connections between organism needs and environmental resources.
- Students are able to explain global physical processes and how these processes lead to changes that cause evolutionary adaptation in populations.
- Students are able to connect nutrient cycling and energy flow from the individual organism level to the ecosystem level.
- Students are able to describe ecosystem structure and correlate structure with function for all levels of the ecosystem.

#### **General Education specific requirements:**

##### **Natural Science: Select one group (1):**

**8**

PHY 103 Intro to Physics I

PHY 104 Intro to Physics II

PHY 105 General Physics I

PHY 106 General Physics II

##### **Major courses:**

BIO 103 General Biology I for Biology Majors 4

BIO 104 General Biology II for Biology Majors 4

GSC 111 Environmental Science 3

GSC 200 Climate Studies 3

BIO 305 Biological Techniques 4

BIO 309 Botany 4

BIO 310 Invertebrate Zoology 4

BIO 312 General Ecology 4

##### **Biology Elective – Select 1 (one):**

**4**

BIO 316 Microbial Ecology

BIO 401 General Microbiology

##### **Electives – Select 2 (two):**

**6**

BIO 301 Endocrinology	
BIO 311 Conservation Biology	
CHE 201 Quantitative Analysis	
CHE 205 Inorganic Chemistry	
PHL 304 Environmental Philosophy	
SOC 201 General Anthropology	
SOC 204 Human Geography	
<b>Total</b>	<b>40 credits</b>

#### **Chemistry Requirements**

CHE 103 General Chemistry I	4
CHE 104 General Chemistry II	4
<b>Total Chemistry</b>	<b>8</b>

#### **Math Requirements:**

MAT 121 Calculus <b>or</b>	<b>4</b>
MAT 120 Calculus for Social Science Majors	

MAT 114 Elementary Statistics	<b>3</b>
(or a comparable statistics class approved by the department)	

<b>Total Math</b>	<b>7</b>
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<b>Total Requirements</b>	<b>55 credits</b>
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### Environmental Issues Minor

The following courses are required for the Minor in Environmental Issues:

#### **Minor Requirements**

GSC 111 Environmental Science	3
BIO 312 General Ecology	4
SOC 201 General Anthropology	3
PHL 304 Environmental Philosophy	3
BIO 318 Environmental Policy	3

<b>Select one (1):</b>	<b>3</b>
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SOC 303 Cultural Anthropology	
PSY 320 Race, Ethnicity and Health	

<b>Total</b>	<b>19 credits</b>
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## Biology Course Descriptions

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### **BIO 101 Human Biology / BIO 101L**

**3 credits/1 credit**

Human Biology is designed for non-science majors. This course will introduce students to basic human biology focusing on human organ systems, reproduction, evolution, and the interrelationship between humans and the environment. The accompanying laboratory exercises will permit the student to not only understand the organization of organs and systems within the body but also learn how certain organ systems work.

*Prerequisite: ENG 099. Corequisite: BIO 101L*

### **BIO 102 Human Health and Disease / BIO 102L**

**3 credits/1 credit**

This course is a continuation of BIO 101; it continues with the coverage of human systems including their normal function and the disorders that can affect them. The laboratory exercises supplement the lecture material. *Prerequisite: ENG 099. Corequisite: BIO 102L*

### **BIO 103 General Biology I for Bio Maj / BIO 103L Gen Biology I Lab**

**4 credits**

This course, in combination with BIO 104, is designed to provide a foundation for continued study in Biology. This course covers basic chemistry, cell structure and function, mitosis and meiosis, basic genetics, and molecular biology. The lab exercises are designed to complement the lecture material. *Prerequisite: ENG 099. Corequisite: BIO 103L*

### **BIO 104 General Biology II for Bio Maj /BIO 104L Gen Biology II Lab**

**4 credits**

This course is a continuation of BIO 103; it covers evolution, biological diversity, vertebrate systems and ecology. The lab exercises are designed to complement the lecture material.

*Prerequisite: BIO 103. Corequisite: BIO 104L*

### **BIO 105 Introductory Biology**

**4 credits**

Introductory Biology is a course designed for those planning to pursue a nursing degree. In Introductory Biology, the student will be introduced to the basics of biology including the scope of biological study, chemical concepts as they apply to biology, energy and metabolism, the structure and function of the cell meiosis, genetics, transcription, translation, evolution, population genetics and ecology. *Prerequisite: ENG 099*

### **BIO 200 HIV/AIDS**

**3 credits**

This is a one-semester course that introduces the basic scientific information available on HIV/AIDS since 1981. The course will emphasize strategies for prevention and control for the individual, family, and community. Specifically, the course will highlight the special features of HIV infection that have enabled it to become a pandemic, awareness and behavior issues, HIV tests and treatment as well as preventive counseling. Skills for handling sensitive issues as well as the involvement of students in HIV related activities will be fully explored. Reasons for the disproportionate rise of HIV/AIDS in certain ethnic groups will be fully discussed. *Prerequisites: Students must complete one of the following course pairs: ENG 101 and BIO 101; ENG 101 and BIO 102; or ENG 102 and CHE 101.*

**BIO 203 Ethnobotany/Pharmacognosy 4 credits**

This course is designed for both the science and non-science major. A multidisciplinary approach is used to expose the student to the medicinal, social, secular and industrial use of plants by native peoples. Focus is placed on compounds derived from higher plants. The laboratory portion of the course will cover the growth of these plants and the extraction processes to isolate compounds of interest.

**BIO 205 Anatomy and Physiology I / BIO 205L Anat & Phys I Lab 4 credits**

This is a course designed and offered for students in the pre nursing program and certain majors in the Department of Health Science. It covers the morphology of the tissues, organs and organ systems of humans. The laboratory portion of the course focuses on mammalian dissection. *Prerequisites: Students must complete one of the following course groups: BIO 101 and BIO 102; BIO 103; BIO 105; or HSC 160.*

**BIO 206 Anatomy and Physiology II / BIO 206L Anat & Phys II Lab 4 credits**

This course is a continuation of Biology 205 that focuses on the functions of human tissues, organs and organ systems. The laboratory exercises focus on the normal and abnormal functioning of human systems. *Prerequisites: BIO 101, BIO 102. Corequisite: BIO 206L*

**BIO 207 Cell Biology / BIO 207L Cell Biology Lab 4 credits**

This course studies the fundamental unit of life, the living cell. The course focuses on studies of cell structure and function at the cellular, subcellular, and molecular levels. Topics covered include organelles, micro-tubular and cytoskeletal components, signaling pathways and principles of bioenergetics. *Prerequisite: BIO 104. Corequisite: BIO 207L*

**BIO 208 Genetics / BIO 208L Genetics Lab 4 credits**

This is an introduction to heredity that includes Mendelian and non Mendelian inheritance, cytogenetics, population and molecular genetics. The laboratory exercises use a variety of animal, plant and microbe models to demonstrate the principles of inheritance. *Prerequisite: BIO 104. Corequisite: BIO 208L*

**BIO 209 Plant Animal Systems / BIO 209L Plant Animal System Lab 4 credits**

This course introduces the student to both plant and animal systems. During the first one-third of the semester, details of plant growth and development, transport of water and nutrients, plant nutrition and reproduction are examined. The last two-thirds of the semester are devoted to animal systems. Anatomy and physiology of selected vertebrate systems are examined. The focus is on homeostasis, the integration of the systems and how they are influenced by the environment. *Prerequisite: BIO 103. Corequisite: BIO 209L*

**BIO 250 Microbiology for Healthcare Professionals/ BIO 250L 4 credits**

This course is designed for science majors intending to move into health science professions. Microbiology for healthcare professionals focuses on the function of microbes, genetics, environmental science, epidemiology, immunology, and metabolism. *Prerequisite: BIO 105*

**BIO 301 Endocrinology****3 credits**

The students in this course will be introduced to the basics of endocrinology including the names and locations of endocrine organs, the types of hormones, their molecular structures and modes of actions. The hormonal regulation of a few specific physiological processes will be explored in depth. Students will be required to read and critique three primary papers in endocrinology. Their understanding of these papers will be assessed through analysis questions accompanying the papers and essay questions on exams. *Prerequisites: BIO 209, CHE 104*

**BIO 302 Vertebrate Physiology / BIO 302L Vert Physiology Lab****4 credits**

This is an introduction to cell physiology, biological control systems and coordinated body functions in vertebrates. A comparative approach is used in covering the major groups of vertebrates. The laboratory exercises use a variety of animal models to study normal and abnormal physiology. *Prerequisites: BIO 209, CHE 104. Corequisite: BIO 302L*

**BIO 303 Parasitology****4 credits**

This course is devoted to the consideration of mammalian parasites found in the protozoan, helminth and arthropod groups. Emphasis is placed on the life history, control and treatment of the members of the above groups. *Prerequisites: BIO 103, BIO 104*

**BIO 304 Developmental Biology / BIO 304L Developmental Biology Lab****4 credits**

This is a comparative study of the reproduction, growth, and development of vertebrates including differentiation of the various types of cells and tissues. The course also covers the control of developmental processes and abnormalities of development.

*Corequisite: BIO 304L*

**BIO 305 Biological Techniques****4 credits**

This course is designed to give the student hands on experience with a variety of common biological laboratory techniques. The focus of the course may vary from semester to semester. *Prerequisite: BIO 103*

**BIO 307 Biology of Aging****4 credits**

This course evaluates the normal and pathological changes that occur in humans from the aging process. Most of the commonly recognized diseases and pathologies associated with the aging process will be addressed from cellular dysfunctions to tissue and organ changes. This course is given from a general biology perspective and may be taken by non-science majors.

*Prerequisites: Students must complete one of the following course pairs: BIO 101 and BIO 102; or BIO 103 and BIO 104.*

**BIO 308 Histology / BIO 308L Histology Lab****4 credits**

This course covers the structural aspects of tissues and organs with emphasis on mammalian systems. Substantial time is spent on examining the arrangement and interactions of cells in tissues and organs. The laboratory portion of the course includes microscopic examination of

tissue and organ sections as well as the methods of making sections for microscopic study.

*Prerequisite: BIO 104. Corequisite: BIO 308L*

**BIO 309 Botany / BIO 309L Botany Lab**

**4 credits**

This is a writing emphasis course that emphasizes the importance of plants in the ecosystem and takes an in-depth look at plant morphology, physiology and development. It also covers the evolution of plants with a focus on vascular plants. In lab, the plant body and physiological processes are explored, with an emphasis on the integration of structure and function. Field trips will be conducted to survey the local flora. *Prerequisites: Students must complete one of the following course pairs: BIO 103 and BIO 104; or BIO 103 and GSC 111. Corequisite: BIO 309L*

**BIO 310 Invertebrate Zoology / BIO 310L Invertebrate Zoology Lab**

**4 credits**

This course covers the major invertebrate phyla with respect to phylogenetic relationships, evolutionary history, anatomy, physiology, and ecology. The laboratory portion of the course includes field work, microscopic examination, dissection, and selected physiological and ecological experiments. *Prerequisite: BIO 209. Corequisite: BIO 310L*

**BIO 311 Conservation Biology**

**3 credits**

This course covers the preservation of biotic diversity. Topics covered include ecosystem structure and function, the extent of biotic diversity, the natural history of diversity on this planet, past and current extinctions, human impact on diversity, and methods to preserve diversity. *Prerequisite: BIO 104 or GSC 111*

**BIO 312 General Ecology / BIO 312L General Ecology Lab**

**4 credits**

This course is designed for both majors and non-science majors. It introduces the student to basic concepts of ecosystem and community structure, energy transformations, nutrient cycles, population dynamics, animal behavior, and pollution. Current topics of ecological importance are covered. *Prerequisite: BIO 104 or GSC 111. Corequisite: BIO 312L*

**BIO 313 History of Biology**

**3 credits**

This course is offered to students in any major to enhance their understanding of the historical, political, and social forces that have affected the development of biology. This course will focus on the contributions of ancient civilizations to the development of modern biology and medicine; how selected major ideas in biology advanced the discipline; and some important contributions by women of all races, men of color, and people from developing countries. *Prerequisites: Students must complete one of the following course pairs: BIO 101 and BIO 102; or BIO 103 and BIO 104.*

**BIO 316 Microbial Ecology / BIO 316L Microbial Ecology Lab**

**4 credits**

This course covers the relationships that exist between microorganisms and their physical and biotic environments. The course examines the ways in which microorganisms interact with each other, and with plant and animal populations. It also covers the physiological ecology of these organisms, their roles in biogeochemical cycling, and biotechnological aspects of microbial ecology. *Prerequisite: BIO 104 or GSC 111. Corequisite: BIO 316L*

**BIO 317 Prin. of Med. Pharmacology****3 credits**

Principles of Medical Pharmacology will cover the concepts of pharmacological sciences as they relate to biochemistry, cell biology, and drug therapy. In general, Pharmacology is the study of how drugs act in biological systems to affect their function. It is the study of how the body reacts to drugs. This field is usually referred to as the marriage between chemistry and biology. At the end of this course, you should be familiar with the principles behind drug action and development, dose-response relationships, pharmacodynamics, and pharmacokinetics.

*Prerequisites* BIO 103, BIO 104, CHE 203, CHE 204

**BIO 318 Environmental Policy****4 credits**

Analysis of the development and implementation of federal governmental policies, regulatory requirements, and pollution regulations in various environmental media (air, water, hazardous waste, solid waste and environmental justice/equity) in the United States, which guides the use, control and management of natural resources.

*Prerequisites:* BIO 103, BIO 104

**BIO 319 Cancer Biology****3 credits**

This course will educate students on various genetic and molecular changes normal cells undergo during transformation into malignant cancer cells. These modifications include unregulated cell proliferation, evasion of cell death, and metastasis. This course will describe factors that contribute to cancer development and discuss cancer prevention and currently available therapeutic treatments. *Prerequisites:* BIO 208

**BIO 320 Junior Seminar I****1 credit**

This is the first of a four course research sequence designed to give students hands on research experience. In this course, the student works with a faculty advisor to choose a research area; the student then prepares an extensive research paper on the topic chosen.

*Prerequisites:* BIO 103, BIO 104

**BIO 321 Junior Seminar II****1 credit**

In this second course of the research sequence, the student chooses a research topic and prepares a research proposal using a format similar to that for proposals submitted to federal agencies. *Prerequisites:* BIO 103, BIO 104

**BIO 390 Special Topics****3 credits****BIO 401 Microbiology / BIO 401L Microbiology Lab****4 credits**

This course introduces students to the importance and applications of microbiology in food production, industry, environment, and human, veterinary and plant health. The mechanisms of pathogenicity of harmful organisms as well as methods of control will be explored. Students will be introduced to methods of cultivating microbes including nutritional and environmental needs of some common microbes. Identification of common microbes by microscopy,

microscopy, morphology, biochemical reactions and serology will also be explored.

*Prerequisites: BIO 104, CHE 104. Corequisite: BIO 401L*

**BIO 402 Immunology / BIO 402L Immunology Lab**

**4 credits**

This course considers pathogenic organisms, immune mechanisms, the pathogenic state, and serology. Laboratory exercises include the cultivation, isolation, and physiology of a representative number of forms, and immunological and serological exercises. *Prerequisites: BIO 208, BIO 209, CHE 104. Corequisites: BIO 402L*

**BIO 403 Pathobiology: Mechanisms of Disease**

**4 credits**

This course presents the basic concepts of pathobiology. It provides students with a clear concept of the structural and functional changes caused by disease in tissues and organs. The first part of the course covers general diseases that affect the body as a whole. The second part covers individual organ systems and their diseases. *Prerequisites: BIO 103, BIO 104*

**BIO 405 Comparative Anatomy of Vertebrates / BIO 405L Comp. Vert. Lab**

**4 credits**

The gross structure of vertebrates is presented in this course as an evolutionary progression from the primitive jawless fishes through the birds and mammals. Special emphasis is placed on the dogfish shark, Necturus and cat which are dissected in the lab portion of the course.

*Prerequisite: BIO 209. Corequisite: BIO 405L*

**BIO 407 Molecular Biology / BIO 407L Molecular Biology Lab**

**4 credits**

This course is designed to introduce the student to the concepts of DNA structure and function, molecular methods, and inheritance at the molecular level. Students will learn the vocabulary, methods and concepts using a problem solving approach. *Prerequisite: BIO 208. Corequisite: BIO 407L*

**BIO 408 Human Anatomy / BIO 408L Human Anatomy Lab**

**4 credits**

This course is intended for students who desire to pursue medical, dental, pharmacy, and other health professional degrees and graduate degrees in anatomy. This course presents a systemic approach to the study of the human body. Lecture presentation begins with an introduction of anatomical terminology and an overview of cellular processes and tissue classification. Students then learn the gross and microscopic anatomy of the following systems: integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, and reproductive. Case studies will be used so that students can solve complex medical problems in anatomy. The laboratory component of the course generally parallels and reinforces lecture concepts through the use of preserved specimens, models, histological slides, skeletal materials, and virtual cadaver demonstration. Students will also gain practical experience in the simulation lab in the nursing department. The lecture and lab will be integrated in two 3-hour time blocks each week. *Prerequisite: Students must complete one of the following course groupings BIO 104; BIO 205 and BIO 206. Corequisite course: BIO 408L*

**BIO 409 Genetic Engineering****4 credits**

Genetic engineering has emerged as a major field in the biological sciences; it exploits versatile metabolic machinery or components of living organisms to produce valuable gene products and metabolites. Students learn various techniques used in genetic engineering and the principles behind these techniques. *Prerequisite: BIO 103, BIO 104*

**BIO 412 Neuroscience****4 credits**

This Neuroscience course is a comprehensive introduction to the mammalian nervous system, focusing on the structure and function of the human brain. Anatomical, cellular, chemical, physiological, and molecular aspects of neuroscience will be discussed. Topics that will be covered include: neurons and glia, neuroanatomy, action potentials, synaptic transmission, neurotransmitters, sensory systems vision, hearing, and touch, motor systems, behavioral responses, development, learning and memory, aging, mental illness, neurodegenerative diseases, and genomics. An inquiry based approach will be taken to facilitate student learning of the material. A laboratory course BIO 472 will complement the lecture course. *Prerequisites: BIO 209, CHE 104. Corequisite course: BIO 412L*

**BIO 412L Neuroscience Laboratory****0 credit**

This course consists of hands on laboratory exercises designed to engage students in common techniques used in neuroscience research. Sheep brain dissections will be done to explore the anatomy of the brain, enabling students to understand better the circuitry of the brain. Students will learn histological techniques as well. Neurophysiological experiments will be done to study brain function and behavior. Gene expression methods will be done to expose students to molecular neuroscience. Student projects will be a major part of this course. For student projects, students will design their own experiments, collect data, and present their findings. This course is the laboratory component of BIO 412 Neuroscience. *Corequisite course: BIO 412*

**BIO 413 Biology Research I****2 credits**

Independent research supervised by a faculty member. The student will also meet with in a class setting with other research students to discuss journal articles and other science-related topics and to present and write about their research findings.

**BIO 414 Biology Research II****2 credits**

Independent research supervised by a faculty member. The student will also meet with in a class setting with other research students to discuss journal articles and other science-related topics and to present and write about their research findings.

**BIO 420 Senior Seminar I****1 credit**

During this third course in the research sequence, the student will perform the research planned during Biology 321 under the supervision of a faculty member.

**BIO 421 Senior Seminar II****1 credit**

In this final course of the research sequence, the student will prepare a paper reporting on the research result, make an oral presentation to the class, and present a poster at a departmental or school poster competition. *Prerequisites: BIO 103, BIO 104*

**BIO 495 Independent Study**

**1-4 credits**

Faculty supervised research.



## Department of Chemistry and Physics

The Chemistry program offers undergraduate study leading to a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree in Chemistry and Biochemistry & Molecular Biology, and pre-professional studies in chemical engineering, medicine, dentistry, pharmacy, allied health, and environmental science. The department provides training for students interested in pursuing careers in materials science, nanotechnology, forensic science and biotechnology. The B.A. degree is certified by the American chemical Society.

The interests of our faculty include the traditional sub-disciplines of analytical, physical, inorganic, organic and biochemistry. The department is well-equipped for teaching and research. The majority of our graduates pursue graduate or professional studies. A significant number of chemistry graduates hold important positions in government, academia and industry.

### Chemistry Program

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For the Bachelor of Science degree in chemistry from Lincoln University, a student must complete the University core (as stated), the Chemistry major requirements, the math sequence through Calculus II, and the Cooperative Internship/Study Abroad requirements. Each student must have a minimum of 120 credits for graduation. For Accreditation by the American Chemical Society (ACS), students must take all of the B.S. requirements, the minor in mathematics sequence, plus Physical Chemistry III (CHE-302) and Advanced Inorganic (CHE-403).

#### General Education specific requirement

PHY 105 General Physics I	4
PHY 106 General Physics II	4

#### Major Courses

CHE 103 General Chemistry I	4
CHE 104 General Chemistry II	4
CHE 201 Quantitative Analysis	4
CHE 202 Physical Chemistry I	4
CHE 203 Organic Chemistry I	4
CHE 204 Organic Chemistry II	4
CHE 205 Inorganic Chemistry	4
CHE 301 Physical Chemistry II	4
CHE 303 Biochemistry I	4
CHE 402 Instrumental Analysis	4
<b>Total Major</b>	<b>40 credits</b>

**Chemistry Electives**

CHE 302 Physical Chemistry III	3
CHE 304 Biochemistry II	4
CHE 403 Advanced Inorganic Chemistry	3
<b>Total</b>	<b>10 credits</b>

**Minor in Mathematics (recommended since Math through MAT-122 is required) 24 credits**

MAT 111 Pre-Calculus	4
MAT 114 Elementary Statistics	3
MAT 121 Calculus I	4
MAT 122 Calculus II	4
MAT 221 Calculus III	4
MAT 222 Differential Equations	3
MAT 214 Linear Algebra	3
<b>Total Math</b>	<b>25 credits</b>

**Cooperative Education/Internship/Study Abroad 4 credits**

CHE 311 Research Seminar II	1
CHE 313 Scientific Literature Survey	2

**Electives**

BIO 103 General Biology I	4
BIO 104 General Biology II	4

**Biochemistry and Molecular Biology Program**

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**General Education specific requirement**

PHY 105/105L General Physics I and Lab	4
PHY 106/106L General Physics II and Lab	4
MAT 121 Calculus I	4

**Major Requirements**

BIO 103 General Biology I	4
BIO 104 General Biology II	4
BIO 208 Genetics	4
BIO 207 Cell Biology	4
BIO 407 Molecular Biology	4
CHE 103 General Chemistry I	4
CHE 104 General Chemistry II	4
CHE 203 Organic Chemistry I	4
CHE 204 Organic Chemistry II	4
CHE 201 Quantitative Analysis	4

CHE 303 Biochemistry I	4
CHE 304 Biochemistry II	4
<b>Total</b>	<b>48 credits</b>
<b>Other Program requirements</b>	
MAT 122 Calculus II	4
<b>Other electives select 3-4 courses:</b>	<b>12 credits</b>
BIO 304 Developmental Biology	4
BIO 401 Microbiology	4
BIO 402 Immunology	4
BIO 412 Neuroscience	4
BIO 413 Research in Biology I	2
BIO 414 Research in Biology II	2
CHE 205 Inorganic Chemistry	4
CHE 301 Physical Chemistry II	4
CHE 402 Instrumental Analysis	4
CHE 495 Independent Study	4
<b>Academic Enrichment</b>	<b>5 credits</b>
CHE 300 Physical Chemistry I	4
CHE 310 Research Seminar	1

## Chemistry Course Descriptions

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### **CHE 101 Introductory Chemistry** **3 credits**

This course is designed for students who plan to enter one of the health sciences such as nursing, mortuary science, etc., but who do not need a full year in general chemistry. It also meets the core curriculum requirement for a laboratory science. It does not meet the requirements for a science major. The material includes chemical measurement, matter and energy, atoms, molecules and chemical bonding, periodic properties of elements, stoichiometry, gases, liquids and solids, solutions, reaction rates and chemical equilibria, acids and bases, oxidation reduction, nuclear chemistry, and an overview of organic and biological chemistry. Four hours lecture and one three hour laboratory per week are required. *Prerequisite: ENG 099*

### **CHE 103 General Chemistry I / CHE 103L Gen. Chemistry I Lab** **3 credits / 1 credit**

This course is required for all science division majors. It is a prerequisite to all other chemistry courses. The material includes the tools of chemistry; atoms and elements; compounds and molecules; reactions in aqueous solution; atomic structure; electron configurations and periodicity; chemical bonding; orbital hybridization; molecular orbitals and metallic bonding. Four hours lecture, one hour recitation, and one three

hour laboratory per week are required. *Prerequisite: MAT 102 or higher. Corequisite courses: CHE 103L, MAT 110*

**CHE 104 General Chemistry II /CHE 104L Gen. Chemistry II Lab      3 credits/1 credit**

This course is required for all science division majors. It is a prerequisite to all upper level chemistry courses. The material includes the behavior of gases and solutions; chemical kinetics; chemical equilibria; chemistry of acids and bases; precipitation reactions; entropy and free energy; electron transfer reactions; and thermochemistry. Four hours lecture, one hour recitation, and one three hour laboratory per week are required. *Prerequisite: CHE 103. Corequisites: CHE 104L, MAT 111*

**CHE 120 Che. for Health Science / CHE 120L Che. Lab for Health Sci.      3 credits/1 credit**

CHE 120 is an introductory course, which is designed exclusively for Health Sciences (and required) for Pre-Nursing majors. It is a one-semester course that will discuss fundamental principles of General Chemistry basic to the understanding of the health related sciences. Principles of atomic structure, periodicity, chemical bonding, molecular structure, stoichiometry, states of matter, thermodynamics, acids and bases, concentration units, kinetics, equilibria, nuclear chemistry, and electrochemistry will be discussed. Additionally, fundamentals of organic nomenclature and a survey of the physical, chemical and biological properties of the main organic functional groups will be covered. One year of high school chemistry is recommended; high school algebra or concurrent registration in MAT 110 or a higher-level mathematics course is required. *Corequisite: CHE 120L*

**CHE 121 Che. for Health Science II / CHE 121L Che. Lab for Health Sci II**

**3 credits/1 credit**

CHE 121 is a continuation of CHE 120 and an introductory course, which is required for Nursing Majors and serves as an elective for Health Sciences Majors. It is a one-semester course that will discuss fundamental principles of General Chemistry basic to the understanding of the health related sciences. The course will cover, in depth, concepts covered in CHE 120, which include the following: Principles of atomic structure, periodicity, chemical bonding, molecular structure, stoichiometry, states of matter, thermodynamics, acids and bases, concentration units, kinetics, equilibria, nuclear chemistry, and electrochemistry. The concepts will be covered in the context and application of Organic and Biological Chemistry. In addition, the fundamentals of organic nomenclature and a survey of the physical, chemical and biological properties of the main organic functional groups will be covered. Additionally, fundamental Organic Chemistry reaction mechanisms will be discussed. Finally, fundamental Biochemistry concepts such as protein structure/function, DNA/RNA structure/function, and basic biological pathways will be covered. *Prerequisite: CHE 120. Corequisite: CHE 121L*

**CHE 201 Quantitative Analysis / CHE 201L**

**3 credits / 1 credit**

The material in this course includes: Statistical analysis of data; gravimetric analysis; acid base equilibria; acid base, precipitation and complexometric titrations;

spectrophotometric analyses; and fundamentals of electrochemistry. Four hours of lecture and six hours of laboratory per week are required. *Prerequisites: CHE 104, MAT 111. Corequisite: CHE 201L*

**CHE 203 Organic Chemistry I / CHE 203L** **3 credits / 1 credit**

This course covers the properties, nomenclature, reactions and syntheses of alkenes, alkenes, alkynes, arenes, alkyl halides, alcohols and ethers. Major reaction types include electrophilic addition, radical addition and substitution, nucleophilic substitution, elimination, acid base and stereochemical reactions. The laboratory involves the separation, purification and synthesis of organic compounds using microscale apparatus. Four hours lecture, one hour recitation, and one three hour laboratory per week are required. *Prerequisite: CHE 104. Corequisite: CHE 203L*

**CHE 204 Organic Chemistry II / CHE 204L** **3 credits/1 credit**

This course covers the remaining major functional group compounds including carbonyl compounds, carboxylic acids and acid derivatives, amines, phenols and an introduction to the major biochemical groups. Spectroscopic methods infrared, ultraviolet, mass and nuclear magnetic resonance are studied and used in the laboratory for qualitative analysis. Four hours lecture, one hour recitation, and one three hour laboratory per week are required. *Prerequisite: CHE 203. Corequisite: CHE 204L*

**CHE 205 Inorganic Chemistry / CHE 205L Inorganic Chem Lab** **3 credits/1 credit**

This course involves the study of chemical nomenclature, chemical reactions of the elements, acid base theory and reactions. Other material covered includes an introduction to inorganic chemistry; building a network of ideas to make sense of the periodic table; hydrogen and hydrides; oxygen, aqueous solutions; acid base character of oxides and hydroxides, alkali metals; alkaline earth metals; groups 3A and 4A elements; group 5A: the pnictogens; sulfur selenium, tellurium and polonium; the halogens; and group 8A: the noble gases. Four hours lecture, and one three hour laboratory per week are required. *Prerequisite: CHE 104. Corequisite: CHE 205L*

**CHE 300 Physical Chemistry I / CHE 300 L Phys. Chem. I Lab** **3 credits/1 credit**

The material in this course includes: Gases; the first, second and third laws of thermodynamics; chemical equilibria; phases and solutions; phase equilibria; composite reaction mechanisms; and kinetics of elementary reactions. Four hours lecture and six hours laboratory per week are required. *Prerequisites: CHE 201, MAT 122, PHY 106, Corequisite: CHE 300L*

**CHE 301 Physical Chemistry II / CHE 301L Physical Chemistry II Lab** **3 credits/ 1 credit**

The material covered in this course includes Electrochemistry, surface chemistry, colloids, transport properties, quantum mechanics and atomic structure, chemical bond, chemical spectroscopy, molecular statistics, the solid state and the liquid state. Four hours of lecture and six hours of laboratory per week are required. *Prerequisite: CHE 300. Corequisite: CHE 301L*

**CHE 302 Physical Chemistry III** **3 credits**

The material covered includes advanced topics in physical chemistry relevant to material science. *Prerequisite: CHE 301. Corequisite: CHE 301L*

**CHE 303 Biochemistry I /CHE 303L Biochemistry Lab I** **3 credits/1 credit**

Biochemistry I covers fundamental aspects of protein isolation, characterization, structure and function, biocatalysis, biomembranes, lipids and metabolic pathways of glycolysis, TCA cycle, and oxidative phosphorylation. Four hours lecture and three hours laboratory per week are required. *Prerequisite: CHE 204. Corequisite: CHE 303L*

**CHE 304 Biochemistry II / CHE 304L Biochemistry II Lab** **3 credits/1 credit**

Biochemistry II is a systematic continuation of Biochemistry I and covers photosynthesis, chemistry of nucleic acids, DNA structure, DNA replication, repair transcription, translation and gene regulation, including recombinant DNA techniques, monoclonal antibodies, and gene manipulation. Four hours of lecture and three hours of laboratory\* per week are required. Note: Biochemistry I and II may be offered without laboratory. *Prerequisite: CHE 303. Corequisite: CHE 304L*

**CHE 305 Toxicology** **3 credits**

Toxicology covers the study of poisonous chemicals, drugs, carcinogens, and other exogenous compounds. The adverse effects of these chemicals in the body will be studied, as well as their metabolism and detoxification from the body. Dose/effect relationships and route of exposure (chronic or acute) will be examined in addition to public health implications (including age, sex, environment, clinical, industrial, and legal issues of exposure). *Prerequisite: CHE 303.*

**CHE 310 Research Seminar I** **1 credit**

Participants present at least one satisfactory written and one satisfactory oral report each semester on a special chemical problem or on a topic of current interest. Meetings are scheduled for two hours, once a week. Required of junior and senior chemistry majors.

**CHE 311 Seminar** **1 credit**

Participants present at least one satisfactory written and one satisfactory oral report each semester on a special chemical problem or on a topic of current interest. Meetings are scheduled for two hours, once a week. Required of junior and senior chemistry majors.

**CHE 313 Scientific Literature** **2 credits**

This course will acquaint the student with the nature and use of the library, emphasizing the chemical literature. The course will elaborate on the role of chemical literature in the development of chemistry, and the use of literature in research. Assignments teach

the effective use of literature in research. Required of first semester junior chemistry majors, if given. Two hours lecture per week are required. *Prerequisite: CHE 104*

**CHE 390 Special Topics**

**2 credits**

**CHE 402 Instrumental Analysis / CHE 402L Instrumental Analysis Lab 3 credits/1 credit**

This course studies the principles and practices of modern instrumental analytical methods. Topics include visible, ultraviolet, and infrared spectroscopy; electroanalytical methods; gas and liquid chromatography; nuclear magnetic resonance spectroscopy; atomic absorption and emission spectroscopy; and mass spectrometry. Four hours lecture and six hours laboratory per week are required. *Prerequisite: CHE 301.*

*Corequisite: CHE 402L*

**CHE 403 Advanced Inorganic Chemistry**

**3 credits**

This course builds upon the material covered in Inorganic Chemistry and Physical Chemistry II. The following topics are covered: coordination chemistry structures, isomers, bonding, electronic spectra, organometallic chemistry, reaction mechanisms ligand substitution, stereochemical change, organometallic systems, oxidation/reduction, inorganic photochemistry, and bioinorganic systems. Offered in the spring. *Prerequisites: CHE 301, MAT 121*

**CHE 495 Independent Study Research**

**1-4 credits**

Independent research or study projects supervised by Faculty.

## Engineering Science Program

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In line with the Lincoln University mission to educate all students in general, the underrepresented groups such as African-Americans and women in STEM in particular, the Engineering Science Program will:

- develop future leaders of scientific and engineering endeavors, industry, medicine who apply a solid foundation in engineering and scientific principles to impact the well-being of the global society and its environment;
- provide a setting where teaching effectiveness, creative research, outreach, and innovations in the engineering sciences are integrated to train future leaders who will provide solutions to the challenges of rapid technological advancements.

**Student learning outcomes of the Engineering Science Program**

1. Apply knowledge of mathematics, science, and engineering.
2. Design and conduct experiments, as well as to analyze and interpret data.

3. Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.
4. Function on multidisciplinary teams.
5. Identify, formulate, and solve engineering problems.
6. Understand professional and ethical responsibility.
7. Communicate effectively in Engineering Science.
8. Understand the impact of engineering solutions in a global, economic, environmental, and societal context.
9. Recognize the need for and an ability to engage in life-long learning knowledge of contemporary issues.
10. Possess knowledge of contemporary issues.
11. Use the techniques, skills, and modern engineering tools necessary for engineering practice.

**General Education specific Requirements:**

<b>Science:</b> CHE 103/103L General Chemistry I with lab	4
<b>Science:</b> BIO 103/103L General Biology I with lab	4
<b>Math:</b> MAT 121 Calculus	4
<b>Comp Science:</b> CSC 158 Computer Program I	4
<b>Comp Science:</b> CSC 159 Computer Program II	4
<b>Social Science:</b> ECO 201 Macroeconomics	3

**Math Requirements**

MAT 114 Elementary Statistics I	3
MAT 122 Calculus II	4
MAT 214 Linear Algebra	3
MAT 221 Calculus III	4
MAT 222 Differential Equations ENS	3
<b>Math Core</b>	<b>17 credits</b>

**Physics & Engineering Core Requirements**

PHY 105/105L General Physics I with lab	4
PHY 106/106L General Physics II with lab	4
ENS 100 Introduction to Engineering	3
PEN 211 Statics	4
PEN 291 Engineering Drawing	3
ENS 210 Electronic Circuits	3
ENS 220 Engineering Mechanics II: Dynamics	3
ENS 222 Engineering Thermodynamics & Heat Transfer	3
ENS 230 Materials Science	3
ENS 451 Engineering Capstone I Seminar	3
ENS 452 Engineering Capstone II Seminar	3
<b>Physics &amp; Engineering Core</b>	<b>36</b>



## Electrical and Computer Engineering Concentration

<b>Major Core Courses (see above) plus</b>	<b>53 credits</b>
ENS 214 Electronic Circuits II	3
ENS 310 Signals and Systems	3
ENS 311 Digital Signal Processing	3
ENS 411 Microprocessor Systems	3
PEN 341 Digital Electronics	3
PHY 251 Modern Physics	3
PHY 341 Electromagnetism	3
PHY 342 Electromagnetic Theory	3
<b>Total Major</b>	<b>77 credits</b>

## Civil and Environmental Engineering Concentration

<b>Major Core Courses (see above) plus</b>	<b>53 credits</b>
ENS 223 Engineering Fluid Mechanics	3
ENS 321 Principles of Hydraulics and Hydrology	3
ENS 325 Construction Materials and Methods	3
ENS 326 Environmental Engineering	3
ENS 327 Structural Analysis	3
ENS 329 Introduction to Geographic Information Systems	3
ENS 420 Water Resources Engineering	3
ENS 424 Solid & Hazardous Waste Management	3
ENS 426 Air Pollution and Control	3
<b>Total Major</b>	<b>80 credits</b>

## Physics Program

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Physics is a discipline which lies at the heart of modern science, engineering and technology, while exerting considerable influence on philosophical and psychological thought. A core group of subjects at the appropriate level provides a solid foundation in the fundamental laws of nature and in the most useful mathematical techniques. These are the basic tools of all of the natural sciences. Completion of a bachelor's degree as a Physics Major prepares the student for graduate work in physics, for further study in other fields (astrophysics, biophysics, chemical physics, oceanography, law, engineering and environmental sciences, geophysics or medicine), or for employment in government and industry.

The Physics Major at Lincoln is supported by highly qualified faculty and modern, well equipped facilities, including introductory and advanced laboratories, a computer laboratory, and an astronomical observatory. The faculty is dedicated to the use of the best traditional and innovative programs to assist the student in achieving his or her career goals.

The course offerings in physics are designed to: (1) provide general insight into the nature and history of the science of physics for the general student; (2) give a thorough background in general physics for the science major, whatever his or her specialty; and (3) prepare the physics major with a firm, effective foundation for professional advancement, graduate study and a successful career as a research scientist.

### General Education specific requirements

MAT 111 Pre-Calculus*	4
CHE 103/103L General Chemistry I with lab	4
CHE 104/104L General Chemistry II with lab	4
PHY 371 Computational Physics	3
and a course in computer programming	3

### Freshman Courses

PHY 105 General Physics I*	3
PHY 106 General Physics II *	3
PHY 105L Freshman Physics Lab I	1
PHY 106L Freshman Physics Lab II	1
PHY 171 Problem Solving Skills in Physics	1

**Physics Freshman Courses** **9 credits**

### Physics Core

PHY 211 Mechanics	3
PHY 221 Waves and Optics	3
PHY 251 Modern Physics	3
PHY 271 Mathematical Methods in Physics	3
PHY 291 Sophomore Physics Lab	3
PHY 331 Thermal Physics	3
PHY 341 Electromagnetism	3
PHY 391 Junior Physics Lab	3

**Physics Core Courses** **24 credits**

### Upper Level

#### Minimum of 13 credits including:

PHY 311 Analytical Mechanics	3
PHY 342 Electromagnetic Theory	3
PHY 451 Quantum Mechanics I	4

**Physics Upper Level Courses\*\*** **minimum of 13 credits**

**Total** **47 credits**

### Math Minor Requirements

MAT 121 Calculus I	4
MAT 122 Calculus II	4

MAT 214 Linear Algebra	3
MAT 221 Calculus III	4
MAT 222 Differential Equations	3
<b>Total Math Minor</b>	<b>18 credits</b>

<b>Academic Enrichment recommended***</b>	<b>3-6 credits</b>
<b>One or two courses selected from:</b>	
PHY 491 Advanced Physics Lab	3
PHY 492 Senior Research	3
PHY 493 Selected Topics in Physics	3

\*\*\* Electives and academic enrichment courses should be chosen so that the grand total is between 120 and 124

\* May be replaced by PHY 103 and PHY104 with permission from Department

\*\* Students placed in MAT 121 should take minimum of 16 credits

## Physics Minor

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A minor in Physics may be earned by taking at least 20 credits from the following Physics courses:

<b>Freshman Courses</b>	
PHY 105 General Physics I*	3
PHY 106 General Physics II *	3
PHY 105L Freshman Physics Lab I	1
PHY 106L Freshman Physics Lab II	1
<b>Physics Freshman Courses</b>	<b>8 credits</b>
PHY 291 Sophomore Lab	3
<b>At least 3 other Physics Core:</b>	
PHY 211 Mechanics	3
PHY 221 Waves and Optics	3
PHY 251 Modern Physics	3
PHY 271 Mathematical Methods in Physics	3
PHY 331 Thermal Physics	3
PHY 341 Electromagnetism	3
PHY 391 Junior Physics Lab	3
<b>Physics Core Courses</b>	<b>9 credits</b>
<b>Total Physics Minor</b>	<b>20 credits</b>

## Physics and Engineering Science Course Descriptions

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<b>ENS 100 Introduction to Engineering</b>	<b>3 credits</b>
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This is a conceptual and introductory course in engineering process and career opportunities. Emphasis is placed on the design and creative process rather than intense mathematics modeling, using examples from different engineering disciplines. The engineering profession and its relation to current national, social, industrial, ethical, and international issues and problems will be discussed. Global energy issues such as the production and consumption of energy, alternative energy resources and engineering solutions will be used to connect engineering to our everyday lives and society. Students will learn how to develop the tools necessary to be successful in school and in industry by using theory and solving real world challenges. Speakers from different branches of engineering will present on a typical day in their lives. This course is designed for engineering majors. *Prerequisite: MAT 098*

**ENS 210 Electronic Circuits** **3 credits**

This course covers basic passive electric a frequency responses, active circuits, filters, waveshaping circuits and oscillators.

**ENS 211 Electronics I** **4 credits**

This course introduces students to digital electronics at an introductory level with a lab component. *Prerequisites: Students must complete one of the following course pairs: MAT 121 and PHY 104; or MAT 121 and PHY 106*

**ENS 214 Electrical Circuits II** **3 credits**

This course is a continuation of Electrical Circuits I: Circuits I. Topics include a review of DC and AC circuit analysis techniques; complex numbers and phasors; use of phasors in the analysis of AC circuits; AC power concepts; polyphase circuits; magnetically coupled circuits; applications of Laplace and Fourier transforms in circuit analysis; s-domain circuit analysis; Bode plots; and filters. The skills in understanding of DC and AC circuit theory are major components of professional competence for electrical and computer engineers. Throughout the semester, students are encouraged to apply critical thinking and problem solving skills in the class discussions and assignments. Professional communication skills (written and oral) are encouraged through discussions and assignments. Effective use of the most modern technology is integral to the development of the knowledge and skills acquired in this class. *Corequisite: MAT 222.*

**ENS 215 Electronics II** **3 credits**

This course examines Ideal Operational Amplifiers and Op-Amp Circuits, Darlington configuration, low and high frequency analysis, op-amps, gates: TTL, ECL, CMOS, Integrated Circuit Biasing and Active Loads, Differential and Multistage Amplifiers, Feedback and Stability.

**ENS 220 Engineering Mech. II: Dynamics** **3 credits**

An introduction to the concepts and applications of the kinematics and dynamics of particle systems and rigid bodies. Covers the fundamentals of Newtonian mechanics,

including kinematics, motion relative to accelerated reference frames, work and energy, impulse and momentum, 2D and 3D rigid body dynamics. Solution of engineering problems by force, momentum and energy methods in engineering applications.

*Prerequisite: PEN 211*

**ENS 222 Thermodynamics & Heat Transfer** **3 credits**

This course explores the fundamental principles of thermodynamics and heat transfer with emphasis on properties of matter, energy and energy transport. Basic concepts of thermodynamics including properties of pure substances and gas mixtures, energy, entropy, and energy. First and second law analysis of systems and control volumes. Introduction to basic thermodynamics cycles, reversible and irreversible processes. Introduction to heat transfer in engineering applications including an overview of the three modes of heat transfer (conduction, convection, and radiation), with consideration of forced and free convective heat transfer for both internal and external flows. Heat exchangers and heat transfer from extended surfaces are also presented.

*Prerequisite: PEN 211*

**ENS 223 Engineering Fluid Mechanics** **3 credits**

Engineering Fluid Mechanics is an introduction to the concepts and applications of fluid mechanics and dimensional analysis with an emphasis on fluid properties, fluid statics, fluid behavior, internal and external flows, analysis of engineering applications of incompressible pipe systems, and external aerodynamics, ideal fluid flow including potential flow theory, viscous laminar and turbulent flow in conduits, boundary layer concepts, drag and lift. *Prerequisite: PEN 211*

**ENS 230 Materials Science** **3 credits**

This course examines the relationship between the structure of materials and the resulting mechanical, thermal, electrical, and optical properties. Atomic structure, bonding, atomic arrangement, crystal structure, crystal symmetry, defects, and the use of X-ray diffraction. Phase equilibria and microstructural development. Applications to design. *Prerequisites: CHE 103, PHY 105, MAT 121*

**ECE 300 Linear Systems** **3 credits**

This course covers correlation and convolution integrals, orthogonality of functions, integral transforms (Fourier series, Fourier transforms, Laplace transforms, and their convergence properties), applications of integral transforms to physics, chemistry, and engineering. The course also introduces students to basics of discrete Fourier and Laplace transforms. Three lecture hours per week and required 3 credits. *Prerequisites: MAT 121, MAT 122*

**ENS 310 Signals and Systems** **3 credits**

This course covers deterministic signals, basics of random signals, transformation of deterministic signals by linear systems, principles of modulation and demodulation, signal-to-noise ratios, analog and discrete filters.

**ENS 311 Digital Signal Processing****3 credits**

This course presents an overview of the nature of signals, the algorithms and techniques used to process those signals and the applications to which digital signal processing can be usefully put. Digital Signal Processing is concerned with developing and understanding of the concepts underlying digital signal processing. The concept, structure, organization and characteristics of signals are discussed with an examination of the spectrum of periodic signals and the frequency domain and the distinction between signal and noise, the causes of noise and the effects of noise and other factors on signal quality. Techniques for processing signals are examined including filtering and non-filtering processes. Architecture and algorithms for signal processing are presented; graphical and spectral analysis, fast Fourier transforms and the underlying concepts of digital signal processors. Example applications for digital signal processing are presented including communication signal processing, speech signal processing and sound signal processing.

**ENS 321 Hydraulics and Hydrology****3 credits**

This course explores water resources engineering topics and methods. Hydraulic and hydrologic concepts are explored through the application of fundamental conservation laws and ecologically based design theory. Students will apply the concept of fluid mechanics to pipe networks, hydraulic machinery, and open channels flow, flow control devices, flood routing, groundwater flow & management, and develop quantitative approaches for answering questions in engineering hydrology. *Prerequisites: ENS 223, CSC 158*

**ENS 325 Construction Materials/Methods****3 credits**

An introduction to construction materials and methods and their applications in construction. After an introduction into fundamental principles of structural, physical and long-term performance of common construction materials, students learn about assembly techniques and methods, and sequences of the commercial construction process. Engineering design, specifications, materials acquisition and the utilization of concrete, steel, masonry and wood in construction is emphasized. Laboratory exercises relating to the application of the specific techniques used in the engineering and design of concrete, steel and masonry structures with further application to strength characteristics includes the resistance to bending and shearing loads, material hardness, concrete and timber compressive and tensile strengths. Format: 2 hours of lecture and 2 hours of lab. *Prerequisite: PEN 211*

**ENS 326 Environmental Engineering****3 credits**

Introduction to environmental engineering issues, legal aspects, engineering solution, and basic approaches to abatement system design; hydrology and hydrologic cycles; sources of water and wastewater; water demand, water and wastewater treatment; water and wastewater quality assessment and monitoring. An overview of water supply and wastewater drainage system design; water quality management; air pollution; solid

and hazardous waste management and environmental impacts. An introduction to Environmental Impact Assessments & Life Cycle Analysis. *Prerequisites: ENS 222, ENS 223, BIO 103*

**ENS 327 Structural Analysis**

**3 credits**

This course introduces structural design concepts process and analysis of statically determinate structures and indeterminate structures by flexibility and stiffness methods for structural members such as beams, trusses and rigid frames. *Prerequisite: PEN 211*

**ENS 329 Introduction to Geo Info Sys**

**3 credits**

A Geographic Information system (GIS) is unique in that it enables the examination of data which have geographic location as an inherent property. The goal of this course is to introduce students to the basic principles and applications of GIS to manipulate, analyze, visualize and illustrate geographic (spatial) data. Student will use a GIS software product ArcGIS 10.x (ESRI, Inc.) to reveal relationships, trends and patterns that are not apparent in written or tabular format. Analysis with a GIS generates answers for simple to complex questions such as: where is the best location for a new development?; which residents would be impacted by a change in local zoning?; and where has the incidence of Lyme disease increased over time? The culmination of the course is the presentation of an original research project employing the methods learned. *Prerequisite: CSC 158*

**ECE 410 Optoelectronics and Photonics**

**3 credits**

This course introduces students to a broad range of modern optoelectronic applications and devices. It starts with a review of physical and geometrical optics, followed by an introduction into fiber optics, lasers and LEDs, photodetectors, and photovoltaic devices. *Prerequisites: PHY 105, PHY 251, MAT 122*

**ENS 411 Microprocessor Systems**

**3 credits**

Microprocessor architecture and organization, Bus architectures, types and buffering techniques, Memory and I/O subsystems, organization, timing and interfacing, Peripheral controllers and programming. Practice of the design of a microprocessor system.

**ENS 412 Digital Image Processing**

**3 credits**

This course covers the investigation creation and manipulation of digital images by computer. The course consists of theoretical material introducing the mathematics of images and imaging. Topics include representation of two-dimensional data, time and frequency domain representations, filtering and enhancement, the Fourier transform, convolution, interpolation, color images. The student will become familiar with Image Enhancement, Image Restoration, Wavelets and Multiresolution Processing, Image Compression, Morphological Image Processing, Image Segmentation, Representation and Description, and Object Recognition.

**ENS 420 Water Resources Engineering**

**3 credits**

This course is a study of the engineering principles involved in analyzing and managing the quantity and quality of water in natural and developed systems. It examines how to achieve acceptable standards of water quality by studying the principal unit processes in drinking water treatment, municipal wastewater treatment, and other pollution control strategies. This will include the scientific basis of each unit process, as well as the conventional approach to their engineering design. By reviewing the variety of raw water qualities commonly found, and the prevailing drink water quality standards that must be complied with, the course will highlight and detail the typical configurations of unit processes used in the US. In the area of wastewater treatment the course will provide an understanding of the kinetic theory of biological growth and apply it to typical aerobic and anaerobic processes, and an appreciation of the purpose and practice of sludge treatment. *Prerequisite: ENS 326*

**ENS 422 Geotechnical Engineering** **3 credits**

This course is designed to introduce the basic concepts of geotechnical engineering (soil/rock mechanics and foundation engineering), to solve certain fundamental problems related to consolidation and shear strength. Soil mechanics consists of the study of soil properties and soil behavior, whereas foundation engineering is the design of foundations on soils and rock. Focus of this course will be on geological formations of natural soils, soil sampling, classification, water influence, effective stress estimation, shear strength, and the estimation of settlement. Concepts of earth pressure and slope stability, analysis and design of shallow foundations are covered to familiarize students with relevant terms and soil tests so that they can work effectively with specialists in geotechnical engineering. *Prerequisites: PEN 211, ENS 223*

**ENS 424 Solid & Hazardous Waste Management** **3 credits**

This course covers the principles of integrated solid waste management. Provides an overview of municipal solid waste (MSW), industrial waste and hazardous waste management, including design and economic analysis. Covers the planning and engineering principles needed to address the growing and increasingly intricate problem of controlling and processing the refuse (solid waste) created by urban societies. Discusses options such as land filling, composting and incineration from engineering, social, and regulatory perspectives. Reviews physical, chemical, and biological treatment of hazardous waste. Federal regulations, permitting and public participation processes and innovative management practices associated with solid and hazardous waste are also covered. Situations dealing with real world settings are covered through worked examples and field trips to solid waste management facilities. *Prerequisite: ENS 326*

**ENS 426 Air Pollution and Control** **3 credits**

Air pollution degrades the environment and impacts human health, agriculture and climate. Investigating the sources and effects of air pollution requires a multi-disciplinary approach. This course aims to provide a working knowledge of basic air quality issues. Emphasis is given to principles underlying our understanding of ambient



air pollution, its sources, its effects, and mechanisms for its management. *Prerequisites: MAT 222, ENS 326*

**ENS 428 Transport Engineering & Pavement Design** **3 credits**

This course provides an introduction to highway engineering and traffic analysis - from planning and design to operations and pavement design principles. Topics covered include an introduction to the significance of highway transportation to the social and economic underpinnings of society, road vehicle performance, geometric design of highways, traffic flow and queuing theory, highway capacity and level of service analysis, traffic control and analysis at signalized intersections, and travel demand and traffic forecasting. History of transportation modes, new transport technologies, traffic operations and control, economic evaluation of transport alternatives, transportation planning, roadway design and construction, route location, and preventive maintenance strategies are covered. *Prerequisites: MAT 121, CSC 158*

**ENS 430 Characterization of Materials** **3 credits**

This course covers the interactions of electromagnetic radiation, electrons, and ions with materials and their application in x-ray diffraction and x-ray, IR, UV, electron and ion spectroscopies in the analysis of materials. Also covered are non-spectroscopic characterization techniques such as electron microscopies and scanning probe microscopy. *Prerequisite: ENS 230*

**ENS 431 Characterization of Materials Lab** **2 credits**

The principles of analytical methods for characterization of materials for structure and composition; optical microscopy, scanning electron microscopy, x-ray spectroscopy and diffraction, atomic absorption, emission spectroscopy, and mass spectrometry, FTIR spectroscopy. *Prerequisites: ENS 230, MSEG 310, PHY 251*

**ENS 451 Engineering Capstone Seminar I** **2 credits**

The Senior Design Project is the capstone experience of the Engineering Science Program. It consists of an engineering design project carried out over two semesters (ENS 451/306; 2 credits each), usually the fall and spring semesters of the senior year. The aim of the project is to give each student the opportunity to experience the engineering design process in the context of a topic related to the Engineering Science curriculum while working in a less structured environment. The projects can be undertaken individually or in small interdisciplinary teams.

*Prerequisites: PHY 251, ENS 230, MSEG 310. Corequisites: ENS 430, ENS 431*

**ENS 452 Engineering Capstone Seminar II** **2 credits**

The Senior Design Project is the capstone experience of the Engineering Science Program. It consists of an engineering design project carried out over two semesters (ENS 451/306; 2 credits each), usually the fall and spring semesters of the senior year. The aim of the project is to give each student the opportunity to experience the engineering design process in the context of a topic related to the Engineering Science

curriculum while working in a less structured environment. The projects can be undertaken individually or in small interdisciplinary teams.

*Prerequisites: PHY 251, ENS 230, MSEG 310. Corequisites: ENS 430, ENS 431*

**ENS 495 Independent Study** **1-3 credits**

**GSC 101 Physical Science I** **3 credits**

These courses cover mechanics, motion, conservation laws, heat, wave motion, electricity and magnetism, light, atomic and nuclear physics, elements of chemistry, geology and astronomy. Special emphasis is placed on solving formulas and using graphs. Students with superior mathematical ability should take PHY 101/102 or PHY 103/104. Credit is not allowed for GSC 101/102 and for PHY 101/102 or PHY 103/104.

*Corequisite: GSC 101L*

**GSC 102 Physical Science II** **3 credits**

These courses cover mechanics, motion, conservation laws, heat, wave motion, electricity and magnetism, light, atomic and nuclear physics, elements of chemistry, geology and astronomy. Special emphasis is placed on solving formulas and using graphs. Students with superior mathematical ability should take PHY 101/102 or PHY 103/104. Credit is not allowed for GSC 101/102 and for PHY 101/102 or PHY 103/104.

*Corequisite: GSC 102L*

**GSC 111 Environmental Science** **3 credits**

This is an introductory course on the environment. The structure and function of ecosystems; energy sources, supply, and transportation; the structure of matter; the lithosphere, atmosphere, hydrosphere and problems of pollution therein are covered.

*Prerequisite: ENG 099*

**GSC 200 Climate Studies / GSC 200L Climate Studies Lab** **4 credits**

The course examines the different components of the climate system, including the human interaction with the system, the scientific data that measures the climate system, tools used in these measurements, climate models, natural and anthropogenic drivers of climate, climate policy, current discourse about climate and methods to mediate climate change. *Prerequisite: GSC 111*

**GSC 401 Seminar in Environmental Issue** **2 credits**

This course is a seminar course that functions as the final course in the minor in Environmental Issues. A number of environmental issues chose by the instructors and the students will be examined and discusses from scientific, social, ethical, economic, and political perspectives. Students will be required to make oral presentations, prepare research papers, and participate in discussions. Outside speakers will be invited to participate.

**PEN 211 Statics** **3 credits**

This two-semester course is concerned with the principles of mechanics, the vector treatment of force systems, friction, kinetics of particles and rigid bodies, and with free-acceleration, work-energy, and impulse momentum methods. Engineering applications are emphasized. *Prerequisites: MAT 121 and PHY 103 or PHY 105*

**PEN 212 Dynamics** **3 credits**

This course covers kinematics and dynamics problems involving Newton's laws of motion. Emphasis is given application to engineering problems.

*Prerequisites: MAT 121 and PHY 103 or PHY 105*

**PEN 291 Engineering and Drawing / Computer Aided Engineering** **3 credits**

This course provides engineering science and pre-engineering students with professional drawing skills that they need to visualize their designs, mark object dimensions, understand others' drawings and to be able to draw assemblies of parts and components. The course material requires both pencil-and-paper and computer-aided drawings skills. Offered annually, requires three lecture hours per week. A term project will be assigned and reviewed at the end of the semester.

**PHY 101 Elementary Physics** **4 credits**

This introductory course designed for non-science majors covers selected topics from mechanics, heat, optics, electromagnetism and modern physics at a very elementary level. Only knowledge of algebra is required to follow the course. A laboratory component may be integrated with the course.

**PHY 103 Introduction to Physics I** **3 credits**

This two semester course is an elective course for science and mathematics majors. Mechanics, heat, sound, electricity and magnetism, optics, and modern physics are covered without requiring knowledge of calculus. Three hours of lecture and one hour of recitation per week are required. Students must be enrolled in PHY 105L, Physics Laboratory. Students who have had or are taking calculus should enroll in PHY 103/104. Credit is not allowed for more than one of the three courses: PHY 101/102, PHY 103/104, or GSC 101/102. *Corequisite: MAT 111, PHY 105L*

**PHY 104 Introduction to Physics II** **3 credits**

This two semester course is an elective course for science and mathematics majors. Mechanics, heat, sound, electricity and magnetism, optics, and modern physics are covered without requiring knowledge of calculus. Three hours of lecture and one hour of recitation per week are required. Students must be enrolled in PHY 105L, Physics Laboratory. Students who have had or are taking calculus should enroll in PHY 103/104. Credit is not allowed for more than one of the three courses: PHY101/102, PHY 103/104, or GSC 101/102. *Corequisites: MAT 111, PHY 106L*

**PHY 105 General Physics I / PHY 105L Freshman Phy Lab** **3 / 1 credits**

This two semester course covers mechanics, heat, sound, electricity and magnetism, optics and modern physics using calculus. Three hours of lecture and one hour of recitation each week are required. Students must be enrolled in PHY 105L, Physics Laboratory. Credit is not allowed for more than one of the three courses: PHY 101/102, PHY 103/104, or GSC 101/102. *Corequisites: MAT 121, PHY 105L*

**PHY 106 General Physics II / PHY 106L Freshman Phy Lab I** **3 /1 credits**

This two semester course covers mechanics, heat, sound, electricity and magnetism, optics and modern physics using calculus. Three hours of lecture and one hour of recitation each week are required. Students must be enrolled in PHY 106L, Physics Laboratory. Credit is not allowed for more than one of the three courses: PHY 101/102, PHY 103/104, or GSC 101/102. *Corequisites: PHY 106L, MAT 121*

**PHY 171 Problem Solving Skills Physics** **1 credit**

This course is designed to sharpen and make up for deficiencies in problem solving skills in Physics. Elementary examples will be treated from various areas of Physics.

**PHY 181 Elementary Astronomy / PHY 181L Elementary Astronomy Lab** **3 /1 credits**

This is a one semester elective course fulfilling the university laboratory science requirement; the lectures are supplemented by use of slides, the Internet and the telescope. The observatory program will include studies of the moon, planets, and nearby stars. Three hours of lecture and one to three hours of laboratory are required. *Corequisite: PHY 181L*

**PHY 191 Environmental Physics** **3 credits**

Selected topics in physics effecting our environment: heat engines and environmental pollution, greenhouse effect, nuclear power and radioactivity, effect of pollution on global climate, acts of terrorism that can affect our environment. Integrated lectures, labs and field works.

**PHY 203 Introduction to Optics** **4 credits**

This one semester course studies geometrical and physical optics, wave theory of light, interference, diffraction, and optical measurements. Three lecture hours and one laboratory period per week are required. *Prerequisites: MAT 121, MAT 122, PHY 103, PHY 104*

**PHY 204 Introduction to Modern Physics** **4 credits**

This one semester course examines the failure of the classical theories of physics and the twentieth century developments which replaced them including relativity and quantum theory. Three hours of lecture and one laboratory period per week are required. *Prerequisites: MAT 121, MAT 122, PHY 103, PHY 104*

**PHY 205 Seminar I** **2 credits**

Physics majors must take this two semester seminar in their junior or senior years. Participants must present at least one written and one oral report each semester on a topic on current interest. Participants must also complete one research or development project each year. Two hours per week are scheduled with the staff.

**PHY 206 Seminar II** **2 credits**

Physics majors must take this two semester seminar in their junior or senior years. Participants must present at least one written and one oral report each semester on a topic on current interest. Participants must also complete one research or development project each year. Two hours per week are scheduled with the staff.

**PHY 207 Electronic Circuits** **3 credits**

This course covers basic passive electric circuits, network analysis, transient and frequency responses, active circuits, filters, waveshaping circuits and oscillators. Core course for all students. Offered annually. Three lecture hours and one three-hour laboratory per week are required. *Prerequisites: PHY 105, MAT 122*

**PHY 208 Electronics** **3 credits**

This two semester course covers the theory and application of active electronic devices and circuits including semiconductor devices, amplifiers, and digital logic. Laboratory work includes the construction and calibration of electronic devices. Three lecture hours and one laboratory period each week are required. *Prerequisites: PHY 103, PHY 104, MAT 221*

**PHY 209 Mechanics I** **3 credits**

This two semester course examines translational and rotational formulations of Newton's laws with application to equilibrium and non-equilibrium problems, conservative and non-conservative forces, conservation laws, coordinate systems, and rigid body motion. Lagrangian and Hamiltonian dynamics are included. Three lecture hours are required. *Prerequisites: PHY 103, PHY 104. Corequisite: MAT 221*

**PHY 210 Mechanics II** **3 credits**

This two semester course examines translational and rotational formulations of Newton's laws with application to equilibrium and non-equilibrium problems, conservative and non-conservative forces, conservation laws, coordinate systems, and rigid body motion. Lagrangian and Hamiltonian dynamics are included. Three lecture hours are required. *Prerequisites: PHY 103, PHY 104. Corequisite: MAT 221*

**PHY 211 Mechanics** **3 credits**

This course introduces Newtonian mechanics with applications to particles in motion, motion of rigid bodies, central force problems, oscillations and collisions between particles. *Prerequisites: PHY 103/PHY 105. Corequisite: MAT 122*

**PHY 221 Wave and Optics** **3 credits**

This course covers fundamentals of waves including reflection, refraction, interference, diffraction and polarization of waves with special emphasis on optics. Special emphasis is placed on optics. Lenses and mirrors are discussed.

*Prerequisites: PHY 103/PHY 105. Corequisite: MAT 122*

**PHY 251 Modern Physics** **3 credits**

This course examines the failure of the classical theories of physics and the twentieth-century developments which replaced them including relativity and quantum theory.

*Prerequisites: Students must complete one of the following course pairs: PHY 103 and PHY 104; or PHY 105 and PHY 106. Corequisite: MAT 122*

**PHY 271 Math Methods of Physics** **3 credits**

Vector algebra, simple and partial differential equations, special functions with special emphasis on applications to physics problems. *Prerequisites: Students must complete one of the following course pairs: PHY 103 and PHY 104; or PHY 105 and PHY 106.*

*Corequisite: MAT 122*

**PHY 291 Sophomore Physics Lab** **3 credits**

Selected experiments in physics covering mechanics, heat & thermodynamics, electromagnetism and modern physics. *Prerequisites PHY 105, PHY 106; Corequisites: PHY 221, PHY 251*

**PHY 301 Electricity and Magnetism I** **3 credits**

This two semester course examines electric and magnetic fields, DC and AC circuits, electric and magnetic properties of materials, Maxwell's equation, and electrical measurements. Three lecture hours are required. *Prerequisites: PHY 103, PHY 104*

*Corequisite: MAT 221*

**PHY 302 Electricity and Magnetism II** **3 credits**

This two semester course examines electric and magnetic fields, DC and AC circuits, electric and magnetic properties of materials, Maxwell's equation, and electrical measurements. Three lecture hours are required. *Prerequisites: PHY 103, PHY 104*

*Corequisite: MAT 221*

**PHY 305 Seminar** **2 credits**

Participants present at least one satisfactory written and one satisfactory oral report each semester on a special problem or on a topic of current interest. In addition, participants will complete one research or development project each year. Meetings are scheduled for two hours once a week.

**PHY 306 Seminar II** **2 credits**

Participants present at least one satisfactory written and one satisfactory oral report each semester on a special problem or on a topic of current interest. In addition,

participants will complete one research or development project each year. Meetings are scheduled for two hours once a week.

**PHY 309 Physical Measurement I** **3 credits**

This two semester course is organized around a selection of experiments which involve factual surveys and a quantitative evaluation of the physical phenomena. The physical theory is discussed including methods of experimental analysis. Electronics, solid state devices, and microcomputers are used. *Prerequisites: PHY 103, PHY 104, PHY 203, PHY 204*

**PHY 310 Physical Measurement II** **3 credits**

This two semester course is organized around a selection of experiments which involve factual surveys and a quantitative evaluation of the physical phenomena. The physical theory is discussed including methods of experimental analysis. Electronics, solid state devices, and microcomputers are used. *Prerequisites: PHY 103, PHY 104, PHY 203, PHY 204*

**PHY 311 Analytical Mechanics** **3 credits**

This course introduces students to Lagrangian and Hamiltonian mechanics.  
*Prerequisite: PHY 211*

**PHY 312 Thermodynamics II** **3 credits**

This two semester course covers temperature, equations of state, and the first and second laws of thermodynamics, state functions, entropy, kinetic theory, and applications. Three lecture hours per week are required.

**PHY 331 Thermal Physics** **3 credits**

This two semester course examines electric and magnetic fields, DC and AC circuits, electric and magnetic properties of materials, Maxwell's equation, and electrical measurements. Three lecture hours are required. *Prerequisite: PHY 103 or PHY 105*  
*Corequisite: MAT 221*

**PHY 341 Electromagnetism** **3 credits**

Laws of electric and magnetic fields, electric circuits, Maxwell's equations.  
*Prerequisite: PHY 104 or PHY 106. Corequisite: MAT 222*

**PHY 342 Electromagnetic Theory** **3 credits**

Maxwell's equations, electromagnetic radiation, propagation in free space and wave guides, magnetic properties of matter.  
*Prerequisites: PHY 341*

**PHY 343 Electronics** **3 credits**

Introduction to analog and digital electronics with emphasis on semi-conductors and their applications. *Prerequisite: PHY 341*

**PHY 391 Junior Physics Lab** **3 credits**

Selected experiments with emphasis on electronics, atomic and nuclear physics.

*Prerequisite: PHY 291*

**PHY 409 Quantum Mechanics I** **4 credits**

This two semester course covers the basic principles of quantum mechanics with applications in atomic, nuclear, solid state, and radiation physics. Four hours of lecture are required. *Prerequisites: PHY 209, PHY 210, MAT 221*

**PHY 410 Quantum Mechanics II** **4 credits**

This two semester course covers the basic principles of quantum mechanics with applications in atomic, nuclear, solid state, and radiation physics. Four hours of lecture are required. *Prerequisites: PHY 209, PHY 210, MAT 221*

**PHY 431 Statistical Mechanics** **3 credits**

Integrated treatment of thermodynamics and statistical mechanics, entropy, elementary probability theory, partition function, free energy, phase equilibrium, ideal quantum gases. *Prerequisite: PHY 331*

**PHY 451 Quantum Mechanics I** **4 credits**

This course covers basic principles of quantum mechanics with applications to one dimensional problems, harmonic oscillator, hydrogen-like atoms and introduction to atomic spectra. *Prerequisite: PHY 251*

**PHY 452 Quantum Mechanics II** **4 credits**

This course covers more advanced topics in quantum mechanics including, angular momentum, spin, scattering theory and relativistic quantum mechanics.

*Prerequisite: PHY 451*

**PHY 491 Advanced Physics Lab** **3 credits**

This course covers some selected advanced physics experiments performed as projects.

*Prerequisite: PHY 391*

**PHY 492 Senior Research** **3 credits**

Research performed by students under faculty supervision. *Prerequisite: PHY 391*

**PHY 493 Selected Topics in Physics** **3 credits**

This course covers selected topics from contemporary Physics selected by faculty.

*Prerequisite: PHY 342*

**PHY 495 Senior Research** **1-4 credits**

Independent research or study projects supervised by a member of the faculty.





## Department of Mathematical Sciences

The mission of the Department of Mathematical Sciences is to provide students with the tools needed for life-long learning so that Lincoln's graduates can fully participate in the technological global society of the Twenty-first Century. Our specific goal is to unlock the doors to mathematical excellence and fulfillment for all students and to raise the level of participation in technical fields of under-represented groups, especially African Americans and women.

The Department of Mathematical Sciences is designed to fulfill the needs of students majoring in any of the Natural Sciences, Social Sciences, or Humanities. Majors within the department include the B.S. and B.A. in Mathematics (with a chosen emphasis). A minor in Mathematics is also offered.

### Mathematics Program

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#### **General Education specific requirements Computer Science:**

CSC 158 Computer Programming I	4
CSC 159 Computer Programming II	4

#### **Mathematics Major Core Courses (Required for all Mathematics Emphasis)**

MAT 121 Calculus I	4
MAT 122 Calculus II	4
MAT 213 Discrete Math	3
MAT 214 Linear Algebra	3
MAT 221 Calculus III	4
MAT 222 Differential Equations	3
MAT 341 Math. Statistics I	3
MAT 421 Analysis I	3

#### **Academic Enrichment Requirement**

##### **Select one (1): 3 credits**

MAT 475 Seminar I	3
MAT 495 Independent Research	3
MAT 499 Internship	3

##### **Math Core 30 credits**

### **General Mathematics Concentration**

<b>Major Core Courses (see above) plus</b>	<b>30</b>
MAT 325 Modern Algebra I	3
<b>One additional Math Elective at 200 level</b>	<b>3 credits</b>

<b>Three additional Math Electives at 300-400 levels</b>	<b>9 credits</b>
<b>Total General Mathematics Major</b>	<b>45 credits</b>

### Actuarial Science Concentration

<b>Major Core Courses (see above) plus</b>	<b>30</b>
<b>Other Requirements:</b>	
MAT 313 Numerical Methods	3
MAT 342 Math Statistics II	3
ECO 201 Macroeconomics	3
ECO 202 Microeconomics	3
ACC 203 Accounting I	3
<b>Total Actuarial Science Major</b>	<b>45 credits</b>

### Computational Mathematics Concentration

<b>Major Core Courses (see above) plus</b>	<b>30 credits</b>
MAT 212 Mathematical Modeling	3
MAT 313 Numerical Methods	3
CSC 254 Data Structure	3
CSC 353 Comp. Org & Assembly	3
CSC 354 Database Management	3
CSC 455 Math and Statistical Software	3
<b>Computational Math Core</b>	<b>18 credits</b>
<b>Select two (2):</b>	<b>6 credits</b>
Additional Math course at the 300-400 level	3
Additional CSC course at the 300-400 level	3
Additional approved Computational Sci course	3
<b>Total Computational Math Major</b>	<b>54 credits</b>

### Mathematics Minor

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MAT 121 Calculus I	4
MAT 122 Calculus II	4
MAT 221 Calculus III	4
<b>Two additional Math Electives at 200 level or above</b>	<b>6 credits</b>
<b>Total Minor</b>	<b>18 credits</b>

### Mathematics Course Descriptions

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<b>MAT 098 Algebra I</b>	<b>3 credits</b>
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This course is designed to study the basic concepts of arithmetic and algebra, the real numbers, first degree equations of one variable, inequalities, exponents, polynomials, factoring, algebraic fractions, coordinate geometry and linear systems, rational exponents and radicals, quadratic equations.

**MAT 102 Intermediate Algebra** **3 credits**

This course consists of selected topics that include factoring polynomials, rational expression, systems of linear equations and inequalities, roots and radicals.

*Prerequisite: MAT 098*

**MAT 106 Math for Liberal Arts** **3 credits**

This course is an introduction to non-technical applications of mathematics in the modern world and is designed to cultivate an appreciation of the significance of mathematics in daily life and to develop student's mathematical reasoning. Subjects include Quantitative Information in Everyday Life, Financial Management, Statistics and Probability. *Prerequisite: MAT 098*

**MAT 107 Quantitative Reasoning** **3 credits**

This course is an introduction to non-technical applications of mathematics in the modern world. The course is designed to cultivate an appreciation of the significance of mathematics in daily life and to develop students' mathematical reasoning. Topics include Probability & Statistics and Exponential and Geometric Modeling.

*Prerequisite: MAT 098*

**MAT 110 College Algebra** **4 credits**

This course contains algebraic techniques, functions, and graphs which are essential in order to understand and use higher level mathematics. Topics include linear and quadratic equations and inequalities, function notation, combinations, translations and graphs of common functions. *Prerequisite: MAT 102*

**MAT 111 Pre-Calculus** **4 credits**

This course is an introduction to advanced algebraic techniques, functions and graphs which are essential in order to understand and use higher level mathematics in courses beginning with calculus. Topics include conic sections, rational, exponential, logarithmic, and trigonometric functions. *Prerequisite: MAT 110*

**MAT 114 Elementary Statistics I** **3 credits**

This course is designed for students who need an elementary knowledge of statistics. The basic ideas of descriptive statistical methods are considered, including frequency distribution, measures of location and variation. It also includes permutation, combination and rules of probability, together with well-known probability distributions such as binomial, poisson, geometric, hyper geometric and multinomial.

*Prerequisite: MAT 110 or higher*

**MAT 115 Elementary Statistics II** **3 credits**

This course is a continuation of MAT 114. Among the topics covered are estimation, hypothesis testing, and design of experiments, chi square, analysis of variance, regression analysis, covariance analysis, and nonparametric approaches. Emphasis will be placed on interpretation and use of the computer software packages.

*Prerequisite: MAT 114*

**MAT 117 Finite Mathematics** **3 credits**

This course is designed for students in the Social Sciences. The goal of the course is to give the student a working knowledge of the areas of mathematics that are most applicable to his or her particular discipline. Among the topics studied will be elementary matrix algebra, linear programming, logarithms, progressions, and the mathematics of finance. *Prerequisite: MAT 110*

**MAT 120 Calculus Soc / Sci Majors** **4 credits**

This course studies differential and integral calculus with a focus on its applications to business and economics. Topics to be covered are increments and rates, limits, the derivative, rules of differentiation, logarithmic differentiation, methods of integration, and applications of the definite integral to business and economics.

*Prerequisite: MAT 111*

**MAT 121 Calculus I** **4 credits**

This is the first course in the calculus sequence designed for students intending to major in mathematics, natural sciences, and engineering. The topics covered will include: the straight line, functions, plane analytic geometry, limits, continuity, derivatives of algebraic and trigonometric functions, with applications to velocity, rates, extreme curve plotting and optimization, differentials, Rolle's theorem, mean value theorem, and integration. *Prerequisite: MAT 111*

**MAT 122 Calculus II** **4 credits**

This is the second semester course in the calculus sequence designed for students intending to major in mathematics, natural sciences, and engineering. The topics covered will include the applications of integration of algebraic and trigonometric functions, differentiation and integration of logarithmic and exponential functions, integration techniques, length of a curve, areas of surfaces, inverse trigonometric and hyperbolic functions, improper integrals, L'Hopital's rule, and infinite series.

*Prerequisite: MAT 121*

**MAT 201 Math for Elem. Teachers I** **3 credits**

This course is designed for Elementary Education majors and covers a spectrum of fundamental mathematical concepts most applicable for teaching at the elementary level. Topics include problem solving, sets, numeration systems, functions, whole number operations, number theory, and fractions and decimals. *Prerequisite: MAT 098*

**MAT 202 Math for Elem. Teachers II** **3 credits**

This course is designed for Elementary Education majors and covers a spectrum of fundamental mathematical concepts most applicable for teaching at the elementary level. Topics include extensions to integers and the real number system, ratio and percent, statistics and probability, geometry and measurement. *Prerequisite: MAT 201*

**MAT 210 Foundations of History of Mathematics** **3 credits**

This course covers topics important for future mathematics teachers, including history of mathematics and current issues in mathematics education research. *Prerequisite: MAT 120 or MAT 121*

**MAT 211 College Geometry** **3 credits**

This course is designed for prospective high school teachers of mathematics. After a quick review of introductory topics in Euclidean geometry, the course will cover advanced topics in Euclidean geometry, and basic topics in non-Euclidean geometry. *Prerequisites: MAT 121*

**MAT 212 Mathematical Modeling** **3 credits**

This course is an introduction to the development and study of mathematical models. It is designed in such a way that students from other disciplines will find it useful as a summary of modern mathematical methods, and mathematics majors will benefit from applications of mathematics to real life problems. Undergraduate students from the Natural and Social Sciences will find most of the material accessible because the prerequisite is basic calculus. *Prerequisite: MAT 120 or MAT 121*

**MAT 213 Discrete Mathematics** **3 credits**

This course is designed as an elementary introduction to the discrete mathematical structures of computer science. Topics include sets, logic, Boolean algebra, combinatorics, graphs, trees, semigroups, groups, and examples of automata. *Prerequisite: MAT 117 or higher*

**MAT 214 Linear Algebra** **3 credits**

The following topics will be covered in this course: vector spaces, subspaces, bases, dimension, linear dependence and independence, linear transformations, matrices, matrix operations, rank equivalence relations, eigenvalues, eigenvectors. *Prerequisite: MAT 122*

**MAT 220 Set Theory and Logic** **3 credits**

This course consists of the study of sets and equivalence classes, Boolean algebra, the role of axiomatics in the structure of mathematics, basic principles of logic involving rules of modus ponens, reduction and absurdum, propositional calculus, first order logic and the nature of mathematical proof. *Prerequisite: MAT 121*

**MAT 221 Calculus III****4 credits**

This course is a continuation of MAT 122 including three dimensional Analytic Geometry, Partial derivatives, multiple integrals, Vector Calculus, and their applications.

*Prerequisite: MAT 122*

**MAT 222 Differential Equations****3 credits**

Topics include solution methods and applications of first order differential equations, solution of higher order differential equations using the characteristic equation, the undetermined coefficients and variation of parameters methods, existence and uniqueness theorems for initial value problems, Laplace transforms, systems of linear differential equations.

*Prerequisite: MAT 122. Corequisite: MAT 221*

**MAT 240 Combinatorics****3 credits**

Combinatorics is frequently described as the mathematics of "counting without counting." It has a wide variety of applications in computer science, communications, transportation, genetics, experimental design, scheduling, and so on. This course is designed to introduce the student to the tools of Combinatorics from an applied point of view. *Prerequisites: MAT 102, MAT 110*

**MAT 310 Methods of Teaching Mathematic****3 credits**

This course is a study of strategies, techniques, materials, technology, and current research used in the teaching of mathematical concepts to high school students. Students will review the traditional and contemporary standards involved in teaching mathematics at the secondary school level; develop an awareness of the professional resources, materials, technology and information available for teachers; prepare unit and lesson plans with related assessment procedures on a variety of topics; and acquire teaching experience by taking part in individual tutoring, observation at a high school, and/or presenting lessons at the appropriate level.

**MAT 313 Numerical Methods****3 credits**

Modern computational algorithms for the numerical solution of a variety of applied mathematics problems are considered. Topics include numerical solution of polynomial and transcendental equations, acceleration of convergence, Lagrangian interpolation and least squares approximation, numerical differentiation and integration.

*Prerequisites: MAT 122, CSC 158*

**MAT 325 Modern Algebra I****3 credits**

The following topics will be covered in these courses: set theory, functions and mappings, permutations, theory of groups, rings and ideals, homomorphisms, integral domains, equivalence classes, residue classes, fields, modules. *Prerequisites: MAT 221*

**MAT 326 Modern Algebra II** **3 credits**

The following topics will be covered in these courses: set theory, functions and mappings, permutations, theory of groups, rings and ideals, homomorphisms, integral domains, equivalence classes, residue classes, fields, modules. *Prerequisites: MAT 220, MAT 221*

**MAT 341 Mathematical Statistics I** **3 credits**

This is a first course in a yearlong sequence designed for Mathematics majors. The topics include the algebra of sets, probability in finite sample spaces, random variables and probability functions, including the mean, variance, and joint probability functions, the binomial distribution, and applications. *Corequisite: MAT 221*

**MAT 342 Mathematical Statistics II** **3 credits**

This is the second course in a yearlong sequence designed for Mathematics majors. The topics include distribution of random variables, conditional probability and stochastic independence, special distributions including the t and F distributions, moment generating techniques, limiting distributions, and the central limit theorem. *Prerequisite: MAT 341*

**MAT 400 Topics in Mathematics I** **3 credits**

This course will focus on involving students in current topics or current research interests in Mathematics

**MAT 401 Topics in Mathematics II** **3 credits**

This course will focus on involving students in current topics or current research interests in Mathematics

**MAT 421 Analysis I** **3 credits**

This is the first semester in the one year sequence that is designed as a rigorous development of the fundamentals of analysis for mathematics majors. The following topics will be covered in this course: sets, sequences, limits, mean value theorems, definite integral, Taylor's theorem, improper integrals, set functions, infinite sets, uniform convergence, and power series. *Prerequisites: MAT 220, MAT 221*

**MAT 422 Analysis II** **3 credits**

This is the second semester course in the one year sequence that is designed as a rigorous development of the fundamentals of analysis for Mathematics majors. The following topics will be covered in this course: improper integrals with parameters, gamma functions, transformations, curves and arc length, external problems, integrals over curves and surfaces, Green, Gauss, and Stokes theorems. *Prerequisite: MAT 421*

**MAT 423 Intro Complex Variables I** **3 credits**

The following topics will be covered in these courses: algebra of complex numbers; analytic functions; limits, continuity, derivative, Cauchy Reimann conditions; elementary



functions, exponential, trigonometric, hyperbolic, and logarithmic; integration, contour integration, winding number, Cauchy integral theorem and formula, Morera's theorem, and Liouville's theorem, series, harmonic functions, mappings by elementary functions, conformal mappings, and analytic continuation. *Prerequisites: MAT 220, MAT 221*

**MAT 424 Intro Complex Variables II** **3 credits**

The following topics will be covered in these courses: algebra of complex numbers; analytic functions; limits, continuity, derivative, Cauchy Reimann conditions; elementary functions, exponential, trigonometric, hyperbolic, and logarithmic; integration, contour integration, winding number, Cauchy integral theorem and formula, Morera's theorem, and Liouville's theorem, series, harmonic functions, mappings by elementary functions, conformal mappings, and analytic continuation. *Prerequisites: MAT 220, MAT 221*

**MAT 427 Introductory Topology** **3 credits**

This course is designed as a beginning course in Topology. The following topics will be covered: infinite, countable, and uncountable sets, real number system, general topological spaces, metric spaces, arcs and curves, the axiom of choice, Zorn's lemma and the well ordering theorem. *Prerequisites: MAT 220, MAT 221*

**MAT 475 Seminar I** **3 credits**

This is a one year course of selected topics, papers, projects and research in mathematics, requiring a written report and an oral presentation.

**MAT 476 Seminar II** **3 credits**

This is a one year course of selected topics, papers, projects and research in mathematics, requiring a written report and an oral presentation.

**MAT 495 Independent Study** **1-4 credits**

Faulty supervised research

**MAT 499 Mathematics Internship** **1-4 credits**

## Department of Computer Science

The mission of the Department of Computer Science is to provide students with the tools needed for life-long learning so that Lincoln's graduates can fully participate in the technological global society of the Twenty-first Century. Our specific goal is to unlock the doors to excellence and fulfillment for all students and to raise the level of participation in technical fields of under-represented groups, especially African Americans and women.

The Department of Computer Science is designed to fulfill the needs of students majoring in any of the Natural Sciences, Social Sciences, or Humanities. Majors within the department include the B.S. and B.A. in Computer Science. A minor in Computer Science is also offered.

### Computer Science Program

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#### Application Emphasis

##### Computer Science Major Core Courses

CSC 151 Computer Applications	3
CSC 158 Computer Programming I	4
CSC 159 Computer Programming II	4
CSC 201 Web Programming	3
CSC 202 Introduction Computer Animation	3
CSC 254 Data Structures	3
CSC 353 Computer Organization and Assembly	3
CSC 354 Database Management	3
CSC 356 Visual Programming	3
CSC 453 Compiler Construction	3
CSC 454 Software Engineering	3
<b>Two 300 or higher level CSC Electives*</b>	<b>6 credits</b>

##### Other required courses

MAT 120 Calculus for Social Sciences	4
MAT 213 Discrete Math	3
ART 102* Introduction Computer/ Digital Art	3
ECO 201 or 202 Macro/ Microeconomics	3
<b>Total</b>	<b>13 credits</b>
<b>Academic Enrichment Requirement</b>	<b>3 credits</b>
CSC 498 or 499 Topics in Computer Science I or II	3

**Total Requirements** **57 credits**

## Mathematics Emphasis

### Computer Science Major Core Courses

CSC 158 Computer Programming I	4
CSC 159 Computer Programming II	4
CSC 254 Data Structures	3
CSC 353 Computer Organization and Assembly	3
CSC 354 Database Management	3
CSC 356 Visual Programming	3
CSC 453 Compiler Construction	3
CSC 454 Software Engineering	3

One 200 level CSC Elective	3
Two 300 or higher level CSC Electives	6

### General Math Minor is required for Math Concentration

MAT 121 Calculus I	4
MAT 122 Calculus II	4
MAT 221 Calculus III	4
MAT 213 Discrete Math	3

#### Select one (1):

MAT 214 Linear Algebra	3
MAT 222 Differential Equations	3
MAT 313 Numerical Methods	3
MAT 341 Mathematical Statistics I	3
MAT 342 Mathematical Statistics II	3

### Academic Enrichment Requirement **3 credits**

#### Select one (1):

CSC 299 Computer Science Internship**	3
CSC 498 or 499 Topics in Computer Science I or II	3

### **Total Requirements 56 credits**

## Other Requirements:

All Computer Science majors are required to fulfill the general University Core Curriculum Requirements (39-41 Credits) and approved electives totaling a minimum of **120** credits for graduation with a minimum cumulative GPA of 2.0.

A cumulative departmental GPA of 2.0 must be earned and a grade of at least C- is required in all CSC courses (with the exception of CSC 299), with no more than 2 C- grades in Computer Science courses.

\* The Computer Science Department may approve other application-emphasized computer classes if deemed appropriate for the CSC Applications Concentration.

\*\* The grades for CSC 299 are Pass/Fail format.

### Computer Science Minor

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CSC 158 Programming I	4
CSC 159 Programming II	4
CSC 254 Data Structures	3
CSC 353 Computer Organization and Assembly	3
CSC 354 Database Management	3
MAT 213 Discrete Mathematics	3
<b>Total Minor</b>	<b>20 credits</b>

### Computational Science Emphasis

This minor is intended for mathematics, biology, physics, chemistry or psychology majors.

CSC 158 Programming I	4
CSC 159 Programming II	4
CSC 254 Data Structures	3
MAT 121 Calculus I or MAT 120 Calculus for Social Sciences	4
MAT 212 Mathematical Modeling	3

**Select one (1):** **3 credits**

CSC 451 Computer Simulations  
CSC 455 Math and Stat. Software

**One approved Computational Science** course from another Department

In lieu of such a course, students may take

CSC 354 Database Management System 3

**Total Minor** **24 credits**

### Computer Science Course Descriptions

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**CSC 151 Computer Applications** **3 credits**

This course provides a hands-on introduction to the use of computer software in the areas of word processing, spreadsheets, and database management, presentation, and programming. The software used will be MS-Word, MS-Excel, MS-Access, and MS-Power point. *Prerequisite: MAT 098 or higher*

**CSC 152 Intro to Programming** **3 credits**

This introductory programming course is designed for non-computer science majors. This course introduces the student to principles of computer programming via a visual programming language. The students will learn to create graphical user interface forms and apply visual programming to problem solving. Topics will include basic control statements. Event-driven programming will be an integral part of the course.

*Prerequisites: MAT 098 or higher*

### **CSC 154 FORTRAN**

**3 credits**

This course introduces the student to principles of computer programming via the FORTRAN programming language. The students will write, test, and debug a wide variety of programs to solve problems drawn from several disciplines. *Prerequisite: MAT 098 or higher*

### **CSC 158 Computer Program I**

**4 credits**

This course is the first course in a year-long sequence required for computer science majors. It introduces the student to principles of computer programming via a structured programming language. The students will write, test, and debug a wide variety of problems drawn from several disciplines. The course will also address program design and program style. *Prerequisite: MAT 110*

### **CSC 159 Computer Programming II**

**4 credits**

This course is a continuation of CSC 158. The students will use a structured programming language in problem solving. This course examines advanced features of programming languages. Topics include file processing, and object oriented and event-driven programming. And a preparation for CSC 254, this course will also include an introduction to data structures such as queues and stacks. *Prerequisite: CSC 158*

### **CSC 201 Web Programming**

**3 credits**

This course is an introduction to web design with an emphasis on the scripting languages. Both server-side and client-side scripting will be studied. HTML programming is an integral part of the course. Topics include database processing for the web using SQL language and Internet security. *Prerequisite: CSC 158*

### **CSC 202 Computer Animation**

**3 credits**

This course is a study of the art and science of computer animation. Both programming and utilization of animation software will be covered with an emphasis on the latter. The topics include NURBS and Polygon modeling, rendering techniques, motion path, and introductory applications of mathematics and algorithms in computer gaming. *Prerequisite: CSC 159*

### **CSC 222 Intro to Linux System**

**3 credits**

This course is intended for students who want to learn Linux and will cover the command, desktop, and programming features built into Linux. It provides a solid beginning for general Linux users, programmers, and system administrators. Topics

included: utilities, how to work in a command-line environment, how to use the vi editor, how to write shell scripts, the Linux file system and how to install and administer common Linux features. *Prerequisite: CSC 159*

**CSC 254 Data Structures** **4 credits**

This course will focus on algorithms, analysis, and the use of basic and advanced data structures. Among the specific data structures covered are strings, stacks, records, linked lists, trees and graphs. Recursion will also be covered. Sequential and random files, hashing and indexed sequential access methods for files will be discussed. Finally, some standard computer science algorithms (sorting and searching) will be discussed.

*Prerequisite: CSC 159*

**CSC 255 COBOL** **3 credits**

This course will introduce the student to the fundamentals of COBOL programming. Specific topics include COBOL divisions, basic statements for arithmetic, logic branching, looping, control break, report writer and table processing. *Prerequisite: CSC 158*

**CSC 299 Computer Science Internship** **1-3 credits**

**CSC 353 Computer Organization and Assembly Language** **3 credits**

This course is intended as a first introduction to the ideas of computer architecture-both hardware and software. Assembly language programming is the central theme of the course. The attributes and operations of a macro assembler are discussed in some detail. *Prerequisite: CSC 254*

**CSC 354 Database Management** **3 credits**

This course will introduce students to the principles of single and multiple application of database systems. In addition, it will develop graphical and logical skills that are used to construct logical models of information handling systems. Topics include data independence and data redundancy, comparative survey of nomenclature, logical and physical views of data, data description languages and the database management system, relational, hierarchal, and network approaches, operations informational systems, security and integrity, data flow diagrams, data dictionaries, analysis response requirements, and immediate access diagrams. *Prerequisite: CSC 254*

**CSC 355 Operating Systems** **3 credits**

An operating system is a program that acts as the link between the computer and its users. A well written operating system makes it easy and fun to use a computer. This course will introduce the student to the principles and concepts of operating systems design, discuss major issues of importance in the design, and show how different widely used operating systems have implemented the design ideas. In short, this course will teach what operating system does, how it may do it, and why there are different approaches. *Prerequisite: CSC 254*

**CSC 356 Visual Programming** **3 credits**

This course is an examination of a variety of software systems including those covered in Personal Computing (CSC 151), graphics packages plus programming. Both usage and design will be emphasized. *Prerequisite: CSC 159*

**CSC 357 Computer Architecture** **3 credits**

This course is intended to explore the interface between a computer's hardware and its software. The interface is often called computer architecture. Starting from the basic ideas of assembly language programming, this course will give the students an idea of where the software stops and the hardware begins, and what things can be done efficiently in hardware and how. *Prerequisite: CSC 254*

**CSC 358 Artificial Intelligence** **3 credits**

This course is intended to explore the ideas and developments in Artificial Intelligence. Applications of the LISP programming language in pattern recognition, game playing, image analysis, and problem solving will be covered. Also included among the topics are semantic sets, theorem proving, natural language analysis and learning systems. *Prerequisite: CSC 254*

**CSC 359 Introduction to Computer Security** **3 credits**

This course explores computer security, both in the abstract and in the context of real systems, including recognizing potential threats to confidentiality, integrity and availability, and developing familiarity with current security-related issues in computer science. Threats and vulnerabilities are assessed to determine the level of risk. *Prerequisite: CSC 254*

**CSC 360 Information Assurance and Security** **3 credits**

This course will study how to establish and maintain a practical cyber and information security program to protect key organizational assets. The aim is to develop an information security program that is aligned with organizational strategy and to evaluate and recommend information and security technologies to support the information security program. Discussion covers the integration of confidentiality, integrity, and availability into an organization's security program through the use of physical and logical security controls. Topics include data protection, telecommunications systems, applications, and emerging technologies. *Prerequisite: CSC 359 Prerequisite or corequisite course: CSC 354*

**CSC 450 Topics in Computer Science** **3 credits**

This course will focus on involving students in independent projects dealing with current topics of current research interest in Computer Science. Students will be required to conduct a literature survey, carry out independent investigations projects, prepare a report, and defend their work in an oral presentation.

**CSC 451 Computer Simulations** **3 credits**

This course demonstrates to the student how computers may be used to represent selected characteristics of real world systems by utilizing mathematical models. The simulation projects will be done using a simulation software package and a structured programming language. Statistical analyses are carried out. *Prerequisite: CSC 254*

**CSC 452 Computer Graphics** **3 credits**

This course develops and applies the mathematical theory of computer graphics. The theory includes rotation, translation, perspective projection, and curve and surface description. The course will use a structured programming language. In addition, it will use available commercial graphic packages. *Prerequisites: CSC 254, MAT 122, MAT 213*

**CSC 453 Compiler Construction** **3 credits**

This course is intended to explore the principal ideas and techniques of compiler construction. Topics include lexical analyzers, parsers, error detection, code generation, symbol tables, and formal languages. *Prerequisite: CSC 254*

**CSC 454 Software Engineering** **3 credits**

This course will introduce the student to the principles and techniques involved in the generation of production quality software items. The emphasis will be on the specification, organization, implementation, testing and documentation of software products. *Prerequisite: CSC 254*

**CSC 455 Mathematical and Statistical Software** **3 credits**

This course will introduce the student to the currently available mathematical and statistical software on personal computers in particular, and mainframes in general. Hands-on activities with software items will form a major part of the course. The student will be trained not only to use the software items, but also interpret the results meaningfully as related to specific applications situations. The course is designed primarily for students interested in scientific and statistical computing and analysis. Report writing will be required on all projects. *Prerequisites: CSC 159, MAT 117*

**CSC 456 Operations Research** **3 credits**

Operations Research is a very important area of study which tracks its roots to business applications. It combines the three broad disciplines of Mathematics, Computer Science, and Business Applications. This course will formally develop the ideas of developing, analyzing, and validating mathematical models for decision problems, and their systematic solution. The course will involve programming and mathematical analysis. *Prerequisite: MAT 212*

**CSC 457 Computer Networks** **3 credits**

This course is an introduction to local area and long haul computer communication networks, analysis, design and implementation of network protocols. *Prerequisite: CSC 159*



**CSC 458 Intro to Game Programming** **3 credits**

This course is an introduction to the fundamental concepts of computer game programming. Students design and develop original games for PCs applying proven game design and software engineering principles. *Prerequisites: CSC 202, CSC 454*

**CSC 460 Network Security and Privacy** **3 credits**

This course will study the fundamental concepts of network security and its implementation. The aim is to assess and mitigate risk, evaluate and select appropriate technologies, and apply proper security safeguards. *Prerequisite: CSC 457*

**CSC 490 2D Games Development Capstone** **3 credits**

The Capstone Game Development course forms small teams in which students will contribute modeling, animation or programming skills to create 2D games for mobile, online, and social technology platforms. Students will gain a thorough understanding of the 2D game development process, through modeling of the environment and practices that are used in game studios. *Prerequisite: CSC 458*

**CSC 491 3D Games Development Capstone** **3 credits**

The Capstone Game Development course forms small teams in which students will contribute modeling, animation or programming skills to create 3D games. Students will gain a thorough understanding of the 3D game development process, through modeling of the environment and practices that are used in game studios. *Prerequisite: CSC 490*

**CSC 498 Topics in Computer Science** **3 credits**

This course will focus on involving students in independent projects dealing with current topics of current research interest in Computer Science. Students will be required to conduct a literature survey, carry out independent investigations projects, prepare a report, and defend their work in an oral presentation. *Prerequisite: Senior Status*

**CSC 499 Topics in Computer Science II** **3 credits**

This course will focus on involving students in independent projects dealing with current topics of current research interest in Computer Science. Students will be required to conduct a literature survey, carry out independent investigations projects, prepare a report, and defend their work in an oral presentation. *Prerequisite: Senior Status*

## Department of Health Science

### Health Science Program

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The health science (HS) major is designed to prepare students for graduate study in the allied health disciplines. Students selecting the health science major in the HPER department understand that this major is a preparatory program and that they must seek a master's degree in their area of interest after graduating with a B.S. degree from Lincoln University. HPER faculty advisors work closely with these students and assist in the application process to graduate schools.

#### **General Education specific Requirements:**

<b>Science:</b> BIO 101/101L Human Biology <b>or</b> 103/103L	3-4
<b>Science:</b> BIO 102/102L Human Biology <b>or</b> 104/104L	3-4
<b>Social Science:</b> PSY 101 General Psychology	3
<b>Social Science:</b> SOC 101 Intro to Sociology	3

#### **Health Science Requirements 28**

HSC 130 Introduction to HPER	3
HSC 140 Medical Terminology	2
HSC 160 Personal and Community Health	3
HSC 207 Health Promotion	3
HSC 225 First Aid/CPR	3
HSC 275 Disease Prevention	3
HSC 350 Nutrition	3
HSC 400 Internship Seminar and Practicum	2
One additional HSC course at the 200 level or higher	3
One additional SOC or HUS course at the 200 level or higher	3

#### **Select one (1): 3**

HSC 206 Fitness Assessment and Management	
HSC 246 Cultural Health	

#### **Select two (2): 6**

HSC 307 Physiology of Exercise	
HSC 308 Kinesiology	
HSC 312 Health Service & Instruction	
HSC 314 Athletic Injuries	
HSC 316 Developmental & Physical Disabilities	
HSC 325 Drugs and Society	

#### **Select one (1): 3**

HSC 402 Admin of Health, P.E., and Rec	
HSC 410 Program Planning	

## HSC 415 Issues/Trends in Allied Health

**Select one (1):** **3**

HSC 408 Research and Evaluation in Recreation (recommended)  
SOC 305 Research Methods

**Select one (1):** **3-4**

BIO 101 Human Biology  
BIO 103 General Biology I

**Select one (1):** **3-4**

BIO 102 Human Health and Disease  
BIO 104 General Biology II

**Select one (1):** **3**

PSY 206 Lifespan Development Psychology  
PSY 214 Abnormal Psychology  
PSY 324 History and Systems Psychology  
HUS 245 Human Growth and Development

**Select one (1):** **3-4**

CHE 101 Intro to Chemistry  
CHE 103/103L General Chemistry I with lab  
CHE 120/120L Chemistry for Health Science with lab

**Other requirements:** **8**

BIO 205/205L Anatomy and Physiology I with lab **4**  
BIO 206/206L Anatomy and Physiology II with lab **4**

**Select one (1):** **3**

MAT 114 Statistics  
SOC 306 Social Statistics

**Total** **66-69 credits**

**NOTE: You must pass the Exit Area Exam in order to graduate**

## Health Science Course Descriptions

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**HPR 101 Dimensions of Wellness** **2 credits**

Health related topics studied in this course include health related fitness, nutrition and weight control, stress management, drug and alcohol abuse, and disease prevention. Opportunities are provided to assess, develop, and implement individualized health related programs.

**HSC 102 Lifetime Sports** **1 credit**

In this course, knowledge and skill are emphasized in two different lifetime sports e.g., badminton and bowling; swimming and conditioning. A prescribed uniform is issued to all students formally enrolled in HSC 102. This uniform shirt and shorts is distributed from Rivero Hall. The laboratory fee associated with this course covers the uniform cost.

**HSC 103 Fitness for Life** **1 credit**

Students will be provided the opportunity to improve their health-related fitness: cardiovascular endurance, muscular strength, body composition, and flexibility. Exercise interventions will include: walking, cycling, aerobics, kickboxing, yoga, and strength training. Additionally, students will record and monitor their nutrition for purposes of maintaining an optimal diet. Self-assessment on the aforementioned fitness components will enable students to maintain healthy lifestyles after the course.

**HSC 105 Gymnastics: Tumbling & Apparatus** **2 credits**

This course teaches fundamental tumbling skills with emphasis on the analysis and evaluation of activity mechanics. Practical application of fundamental apparatus: even and uneven parallel bars, high bar, side and pommel horses, and Swedish box. An emphasis is placed upon teaching methods, safety, and evaluation strategies.

**HSC 110 Individual Sports** **2 credits**

Skills and knowledge needed to teach/deliver: archery, bowling, bicycling, canoeing, golf, track and field, and fitness are covered. Activity analysis will be emphasized.

**HSC 125 First Aid and CPR** **1 credit**

Instruction and practice will be provided in proper first aid principles, procedures and emergency care including CPR training. Certification will be awarded to those students who meet the National Safety Council NSC requirements.

**HSC 130 Intro to Health, Phys Ed & Rec** **3 credits**

This course serves as an introduction to the profession of health, physical education and recreation; provides an understanding of the history, principles, scientific basis and current status of each area; acquaints students with professional organizations and literature; reviews career possibilities and the professional preparation necessary for these fields. *Prerequisite: HPR 101*

**HSC 140 Medical Terminology** **2 credits**

This course is designed to introduce the student to the basic principles of medical terminology. The focus is on the construction of words using prefixes, suffixes and word roots and their application. Proper spelling, pronunciation, usage and comprehension will be emphasized using a body-systems approach. Additional terminology focus areas will include pathology, pharmacology, medical abbreviations and clinical conditions.

**HSC 152 Computers for Health Education** **3 credits**

This course will introduce students to the potential uses of microcomputers in the field of health education. A broad range of hardware and applications will be covered: personal productivity software database, word processing, graphics and communications, the Internet, health education software health risk appraisals, fitness assessments, stress and dietary analyses, statistical applications SPSS, and legal/ethical issues related to the use of technology in health education. This course is designed to be hands on experience for students who will demonstrate the ability to access and evaluate data using CD ROM databases, computer networks, the Internet, and electronic mail. *Prerequisite: CSC 151*

**HSC 160 Personal and Community Health** **3 credits**

This class explores the problems and practices involved in the improvement of individual and community health; human sexuality; drugs and man; nature of communicable, chronic, degenerative, and acute diseases; air, water, and noise pollution. *Prerequisite: HPR 101*

**HSC 175 Aquatics I**

This course provides aquatic skills training for the beginning/non swimmer. It will focus on swimming skill & lifesaving skill development.

**HSC 200 Officiating of Sports** **2 credits**

This class covers the principles, techniques, rules and regulations for officiating dual and team sports. Theory and practice with required laboratory sessions in actual officiating.

**HSC 202 Leisure and Play** **3 credits**

The purpose of this course is to provide a base of information about leisure and play from a historical, behavioral, and philosophical perspective; to clarify personal values concerning leisure; and to expand the student's awareness of leisure as it relates to his/her life and that of others. It is concerned with what recreation is, rather than how it is accomplished or delivered.

**HSC 206 Fitness Assessment and Management** **3 credits**

This course focuses on the principles of fitness management as they relate to health screening, fitness testing, health evaluations, nutrition, and exercise prescriptions. A practical approach will be stressed.

**HSC 207 Health Promotion: Theory & Practice** **3 credits**

This course provides an introduction to the fields of health education and health promotions. The relationship of health education/promotion to other disciplines will be examined from pragmatic, philosophical, and historical contexts. Specific attention will focus upon the development of behaviors conducive to well-being. Theories of learning with applications to health education will be discussed. Competencies and skills of

health educators will also be explored as well as current and future issues affecting the delivery of health promotion services. *Prerequisite: HSC 160 or BIO 102*

**HSC 221 Basic Rhythmic Skills** **2 credits**

This course equips the student with the basic understanding of rhythmic skills and techniques used in schools, rehabilitation and recreational centers. It also intends to meet the needs of the student who desires to learn ethnic dance forms and to teach basic skills.

**HSC 225 First Aid / CPR** **2 credits**

Instruction and practice will be provided in proper first aid principles, procedures and emergency care including CPR training. Certification will be awarded to those students who meet the AAOS requirements. *Prerequisites: Junior or Senior Status; HPR 101 (HSC 160 or BIO 102 recommended)*

**HSC 230 Aquatics II** **2 credits**

This course provides aquatic activities for the intermediate / advanced swimmer. Its focus is skill development with an emphasis on teacher methodology & strategy for the teacher certification at the K-12 level.

**HSC 246 Cultural Health** **3 credits**

This course is designed to expand students' worldviews and explore cultural diversity among health care clients. Students will examine both the differences and similarities that exist across cultures. Specifically, the Model for Cultural Competency Purnell, 1998 will be used to study ten ethno cultural groups and the 12 domains of culture that influence their health status. The ethnic groups studied will include: African Americans, Amish, Arab Americans, Chinese Americans, Egyptian Americans, Jewish Americans, Mexican Americans, Navajo Indians, Puerto Ricans, and Vietnamese Americans.

*Prerequisites: HPR 101, SOC 101*

**HSC 275 Disease Prevention** **3 credits**

This course is designed to help safeguard and increase health of older adults. Topics include: normal expected structural and functional changes; common pathological conditions associated with aging; health assessment methods; nutritional and metabolic issues; activity and therapeutic exercise; sexuality; medications; and health care resources. *Prerequisites: Students must complete HSC 130 and one of the following courses: HSC 160, BIO 101, BIO 102, BIO 103, or BIO 104*

**HSC 280 First Aid / CPR for Health Professionals** **3 credits**

This course provides instruction in first aid and emergency care procedures for the health care professional. Students will have the opportunity to learn, practice and demonstrate proficiency in first aid and emergency care procedures, beyond the level of the lay person. This will include conducting primary and secondary assessments, utilizing universal precautions, performing CPR for the adult, child and infant, and

implementing appropriate first aid techniques. Certification will be provided for students who meet the criteria of the ECSI. *Prerequisite: HSC 275*

**HSC 307 Physiology of Exercise** **3 credits**

This course examines the functions of the human body and the physiological changes in the human organism due to physical exercise as well as applications to specific problems of the health and physical education program. *Prerequisites: BIO 206 and MAT 106 or higher, CHE courses recommended*

**HSC 308 Kinesiology** **3 credits**

This course presents a study of the principles of human motion. Anatomical and mechanical analysis of everyday and physical education activities are emphasized for the purpose of promoting normal physical development and improvement of performance. *Prerequisite: BIO 205*

**HSC 311 Methods Teaching Health & Phys. Ed.** **3 credits**

Development of necessary skills and experiences essential for the teaching of health and physical education in elementary and secondary schools as well as principles, methods, curriculum patterns and resources will be addressed. Opportunities for individual teaching experience and observations off campus will be provided. *Prerequisite: HSC 130 or HSC 305*

**HSC 312 Health Service & Instruction** **3 credits**

The methods, practice and observation of health education programs, health examinations, follow up procedures, special classes, school feeding and hygiene of the school environment are covered in this course. *Prerequisite: HSC 207*

**HSC 314 Athletic Injuries** **3 credits**

This course covers prevention of injuries in athletic activities, safety procedures, proper care of equipment, support methods and therapeutic modalities, and personal safety. Laboratory work will include clinical use of sports medicine equipment. *Prerequisites: BIO 205, HSC 275*

**HSC 315 Adapted Physical Education** **3 credits**

This course presents a multidisciplinary approach of physical education as an integral part of the Individualized Education Plan and Individualized Treatment Plan team. It also addresses psychomotor assessment, developmental teaching, and program implementation. All course materials are applicable to both disabled and non-disabled students. Included in the course are units on special populations presenting their needs, interests and implications for physical education and recreation. Students are afforded the opportunity to field test theoretical constructs, including leadership skills via laboratory experiences throughout the course. *Prerequisite: HSC 275*

**HSC 316 Developmental & Physical Disabilities** **3 credits**

This course will utilize a multidisciplinary approach (adapted physical education/corrective therapy, special education, and allied health) to explore selected populations with specific disabilities, e.g., mental retardation, cerebral palsy, orthopedic conditions, traumatic injuries, and other health impairments. Topics will include psychomotor assessment, writing treatment goals, program planning and evaluation. Students will be afforded the opportunity to field test theoretical constructs via laboratory experiences/reports. *Prerequisite: HSC 275. Corequisite: BIO 205 or BIO 206*

### **HSC 320 Modern Dance**

**2 credits**

This course presents a study of contemporary dance techniques and the basics of composition and promotes development of knowledge, skills, and appreciation of modern dance through the presentation of fundamental techniques. The course is designed to familiarize teachers and aspiring therapists with the elements of modern dance activities.

### **HSC 325 Drugs and Society**

**3 credits**

This course addresses the use and abuse of drugs in our society. Substance abuse and its consequences will be examined from an interdisciplinary approach: psychology, pharmacology, sociology, economics and education. This course will introduce personal and social life skills decision making, communication, and coping skills critical for prevention and intervention efforts. Additional course components include: drug prevention, program development, implementation, and evaluation. Guest speakers from varied academic departments – psychology, sociology, biology, economics and political science – will be utilized as well as community health practitioners.

*Prerequisites: Students must complete one of the following course pairs: SOC 101 and HSC 160; or SOC 101 and BIO 102*

### **HSC 328 Community Recreation**

**3 credits**

This course introduces students to community recreation, including the many challenges facing the recreational professional. The course emphasis will be on community recreation in terms of conducting needs assessments, program development rationale, facilitation and implementation of programs, budgeting, advertising and program evaluation. Practical experience in planning and conducting recreation programs will be provided. *Prerequisite: HSC 202 or HSC 130*

### **HSC 350 Nutrition**

**3 credits**

This course introduces the basic principles of human nutrition. Topics will include: nature and function of macronutrients and micronutrients; digestion; food advertising, food packaging, and food labeling; optimal nutrition; and energy transformations. Students will be afforded opportunities to develop and execute personal plans for healthy eating based upon individual self-assessments. *Prerequisite: HSC 160 or BIO 102*

### **HSC 390 Special Topics**

**3 credits**



**HSC 398 Therapeutic Rec Internship** **6 credits**

This is a clinical experience in a habilitation/rehabilitation setting under the supervision of a certified therapeutic recreation specialist CTRS. The internship must be for a minimum of 12 weeks of full time 40 hours per week.

**HSC 400 Internship Seminar and Practicum** **2 credits**

This course is in two parts. The first part (seminar) provides students with the necessary tools to prepare for their internship in the health sciences. Opportunities to identify and enhance their personal philosophies, personality traits, professional skills, and attitudes toward the health profession will be explored. Students will develop/critique resumes and conduct mock interviews. Case study analyses will be used to assess work site issues and challenges. The second part is an 8-12 week, 100 hour, clinical experience under the supervision of a licensed/certified professional in the health-related area of the students choosing. Each part will count for 50% of the course grade.

**HSC 402 Admin of Health, P.E., and Rec** **3 credits**

This course is designed to introduce students to a variety of management practices and concerns relevant to the organization, administration and supervision of health, physical education and recreation programs and services. The course will emphasize administrative roles and responsibilities in an effort to enhance the students' professional awareness and preparation to enter the career world. A case analysis approach will be used to apply concepts and theories to practical situations.

*Prerequisite: HSC 207*

**HSC 408 Research and Evaluation in Recreation** **3 credits**

This course is an introduction to basic research and evaluation skills. Students will learn to conduct research and to critically analyze research published in recreation and leisure studies. Literature reviews, assessment techniques, descriptive research methods, sampling, data analysis, scales of measurement, survey development and basic statistics will be presented. Students will complete a mini research study.

**HSC 410 Program Planning** **3 credits**

This course provides students with a comprehensive overview of the practical and theoretical skills needed to plan, implement, and evaluate health promotion programs in a variety of settings i.e., schools; community health agencies; business, industry worksites; and health care settings such as clinics, hospitals and managed care organizations. Students will be afforded the opportunity to develop a Health Promotion Program. Opportunities to apply Program Planning principles will be provided.

*Prerequisites: HSC 207, HSC 408*

**HSC 415 Issues/Trends in Allied Health** **3 credits**

Today the definition of wellness involves the interrelationship of many dimensions of health: physical, emotional, mental, social, and spiritual. This holistic approach requires individuals taking more responsibility for their own well-being. Our health status is also

affected by society, government and the environment. The purpose of this course is to introduce students to a variety of current issues and controversies related to the delivery of healthcare services. As future allied health professionals, students will also learn their roles and responsibilities to ensure the integration of healthcare services.

*Prerequisite: HSC 408*

**HSC 495 Independent Study**

**1-4 credits**

Independent Study

## Department of Nursing

### Nursing Program

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The Nursing Program offers two tracks for those pursuing careers in the nursing profession through undergraduate study. These are the **Pre-Licensure BSN** and the part-time **RN to BSN program**. The pre-licensure BSN program at Lincoln University is designed for high school graduates, change of major students, and transferring students. Currently, the BSN program is a full-time day program that can be completed in less than 2 years following the completion of the pre-nursing course requirements. Nursing courses start at the junior level with a progressive nursing curriculum that will allow students to build a solid foundation for nursing practice. Graduates of the pre-licensure BSN program are eligible to sit for the NCLEX-RN exam. The BSN program is approved by the Pennsylvania State Board of Nursing and is accredited by the Middle States Commission on Higher Education and the Commission on Collegiate Nursing Education (CCNE).

The **mission** of the Nursing program is to produce graduates who have superior knowledge and skills, which are able to work collaboratively with inter-professional teams to meet current and future healthcare needs for our local, national, and global communities.

The **vision** of the Nursing program at Lincoln University is to develop nurse leaders who are caring, knowledgeable in nursing science, adept in research, secure in the use of related technologies, and prepared for continuous advancement in our ever-evolving healthcare environments. Our graduates will demonstrate professional excellence and dedication to serving others and the nursing profession.

### Admission Requirements

Only students with a high school Grade Point Average (GPA) of 3.0 or better may immediately select a pre-nursing program of study. Second year (Sophomore), second semester students maintaining a GPA of 2.7 in their overall coursework and having a 3.0 science GPA at midterm may take the Nursing School Entrance Exam, Kaplan pre-admission exam.

The KAPLAN exam is the required admission test for our nursing school. You may register to schedule the Kaplan exam at the main nursing office or contact Ms. Diane Neikam @ 484-365-7497 or email dneikam@lincoln.edu. A \$30 fee for the exam is to be made prior to the date of testing. It can be in the form of cash, check or money order payable to: LNP and sent to Ms. Neikam  
Select testing dates and times will be posted.

Once payment is received you will receive a ticket for your assigned test date and time. You will have up to 3 hours to complete the 4 sections of the test. These sections

include math, reading, science, and critical thinking. The test is used to predict success in nursing school programs. Students with a passing score on the Kaplan exam and who meet the eligibility requirements will be eligible for admission into the nursing program. Admission is on a first come basis.

Students will be conditionally accepted to the Department of Nursing until they meet acceptable standards related to the following:

- Criminal background check
- Physical examination
- Elderly and child abuse clearance
- FBI fingerprint clearance
- Up to date immunizations – see Nursing Program Handbook
- Drug Screen
- Personal liability insurance
- CPR certification (American Heart Association – Health Care Provider ONLY)

***Students must maintain unfettered clearance and CPR certification throughout their nursing educational tenure and are expected to submit proof of recertification annually or when expired.***

### **Academic Progress**

All nursing students must maintain a C average. Only nursing courses with grades of a C or higher can be used toward degree completion. Students are limited to two course retakes due to failure (grade less than a C) and 2 withdrawals from courses. In addition, students must pass Kaplan Assessment testing upon completion of each course- requiring competency testing and complete needed remediation. Please refer to the Nursing Program Student Handbook (available on website).

### **Other Requirements**

Junior and Senior level nursing students must take clinical courses in sequence as the courses are designed to continuously build on knowledge and clinical experience. Nursing students will have the option to take electives and to minor in other subject areas. All students are expected to have their own reliable transportation, as travel to clinical rotations will be necessary. ***In addition, it is the student's responsibility to abide by all policies set forth in the Nursing Program Handbook.***

### **Graduation Requirements**

For the BSN degree in Nursing from Lincoln University, a student must complete the University general education (see the section on the General Education Curriculum) and the Nursing major requirements. In addition, the student must have a cumulative GPA of 2.5 and successfully complete the Kaplan comprehensive Predictor Exam (given prior

to NUR 414 completion) meeting the required benchmark. As well as, successfully passed or remediated all Kaplan examinations.

For the RN to BSN program, the student must complete the general requirements and major requirements, and must also have a cumulative GPA of 2.7 and a GPA of 3.0 in all Nursing courses.

## Pre-Licensure Nursing Program Requirements

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### General Education specific requirement

#### Math Core

MAT 110 College Algebra 4

#### Natural Science Core

CHE 120 Chemistry for Health Science with lab 4

CHE 121 Chemistry for Health Sciences II with lab 4

#### Social Science Core

PSY 101 General Psychology 3

SOC 101 Intro to Sociology 3

#### Computer Science core

CSC 151 Computer Applications 3

#### Required Biology

BIO 105 Introductory Biology 4

BIO 205 Anatomy and Physiology I with lab 4

BIO 206 Anatomy and Physiology II with lab 4

BIO 250 Microbiology for Nursing 4

#### Other Required Courses

MAT 114 Elementary Statistics 3

PSY 206 Lifespan Developmental Psychology 3

HSC 350 Nutrition 3

#### Major Courses

NUR 300 SMARTS 0

NUR 301 Fundamentals of Nursing 4

NUR 302 Health Assessment and Promotion 4

NUR 303 Nursing Pathophysiology 3

NUR 304 Adult Health I 4

NUR 306 Mental Health Nursing 4

NUR 308 Nursing Informatics (fulfills one CSC core requirement) 3

NUR 310 Pharmacology	3
NUR 402 Nursing Research	4
NUR 403 Healthcare Ethics or PHL 207 Biomedical Ethics	3
NUR 404 Adult Health II	4
NUR 405 Healthcare Delivery Systems	3
NUR 406 Maternal/Childbearing Nursing	4
NUR 408 Child and Family	3
NUR 411 Population Health Nursing	4
NUR 412 Nursing Leadership and Management	3
NUR 414 Capstone Senior Seminar	4
<b>Total NUR Major courses</b>	<b>58 credits</b>
<b>Total Program with General Ed Curriculum</b>	<b>125 credits</b>

## RN to BSN Program Requirements

The RN-BSN program is CCNE accredited. The program is available on campus or online, offers an efficient bridge for diploma and ADN-prepared nurses who wish to develop stronger clinical reasoning and analytical skills to advance their careers. The innovative concept-based curriculum includes specific areas of study in research, professional roles and values, population health, and leadership. These areas challenge our students to take an active role in meeting the increasing complexities of healthcare affecting local, national, and global communities.

Our digitally enhanced courses are offered in an organized and supportive learning environment. Students enjoy the convenience and flexibility of 24/7 access to all course materials to best fit the needs of the busy RN adult learner. You have the opportunity to apply up to 33 credits toward a BSN degree through transfer credits from an accredited associate degree or diploma-nursing program. General education credits may be awarded through transfer, College Level Examination Program (CLEP) or online courses. Graduates of the program will be awarded the BSN degree upon completion of all requirements for the nursing major.

The RN-BSN nursing courses are 7 weeks in length and are offered on a rolling calendar. Students join together in cohort groups and take all of their nursing major core classes together. The courses in the RN to BSN program are taken one at a time in sequence, allowing the major to be completed in about 20 months. The program is designed specifically for adult learners who prefer guided independent study, practical professional application, and a collegial relationship with faculty and other students. Once all pre-requisites are satisfied, you can start the program during the fall, spring, and summer I semesters.

**Lower Level Courses (to be satisfied at Lincoln or as transfer credits upon approval)**

**Liberal Arts Core Courses**

ENG 101 English Composition I	3
ENG 102 English Composition II	3
PSY 101 General Psychology	3
SOC 101 Intro to Sociology	3
HIS 103 Contemporary World History	3
Two Electives (Foreign language, Computer science, drama, voice, etc.)	6

**Select one:**

ART 200 Intro to Art or MUS 200 Intro to Music	3
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**Select one:**

REL 200 Intro to Religion or PHL 200 Intro to Philosophy	3
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**Pre-Nursing Required Courses**

PSY 206 Developmental Psychology	3
BIO 250 Microbiology for Nursing (plus lab)	4
HSC 350 Nutrition	3

**BSN Core Math & Science**

MAT 110 College Algebra	4
MAT 114 Elementary Statistics	3
BIO 105/105L Introductory Biology (plus lab)	4
BIO 205/205L Anatomy & Physiology I (plus lab)	4
BIO 206/206L Anatomy & Physiology II (plus lab)	4
CHE 121/121L Chemistry for Health Science (plus lab)	4

**Transferring Nursing Credits** 30

From an accredited associate degree or diploma nursing program

**Total Lower Level courses** **90 credits**

**Upper Level Courses****BN-RSN Required Courses**

NUR 351 Transition to Professional Nursing Practice	3
NUR 352 Health Assessment and Promotion	4
NUR 353 Multi-Cultural Spiritual Care in Nursing	3
NUR 358 Nursing Informatics and Technology	3
NUR 452 Nursing Research	3
NUR 453 Healthcare Ethics	3
NUR 455 Healthcare Delivery Systems	3
NUR 456 Transcultural Nursing Perspectives	3
NUR 457 Community and Population Health	4
NUR 458 Nursing Leadership and Management	3
NUR 459 Gerontological Nursing Perspectives	3
NUR 460 Capstone Seminar/Practicum	4

**Nursing Electives****Select one:**

NUR 4XX Nursing and the Aging 3

SPN 111 Spanish for Healthcare Workers 3

**Total Upper Level courses 33 credits****Total Program 122 credits**

## Nursing Course Descriptions

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**NUR 300 SMARTS Strategic Mapping to Attain Realistic Tools for Success 0 credits**

SMARTS is designed to familiarize students to the role of professional and student nurse, medical and research terminology, and tools to increase success in the nursing program. This online self-directed course will promote organizational tools, familiarization with online learning platforms, studying aids, critical thinking skills, and methods to increase socialization to nursing culture.

**NUR 301 Fundamentals of Nursing 4 credits**

This course provides students with knowledge of theoretical knowledge and foundation concepts related to nursing practice. Students will be introduced to basics of health and wellness, medical terminology, med-math, and the nursing process. Students will have laboratory and clinical experiences to learn basic nursing skills to socialize them with the culture of nursing.

**NUR 302 Health Assessment and Promotion 4 credits**

Health Assessment and Promotions is designed to provide students with the knowledge and skills necessary to collect relevant health assessment data using a multi-dimensional approach. Students are introduced to a variety of devices and procedures used to collect data used in assessing the structure and function of the human body. Psychological, social and cultural aspects of assessment are also introduced to assist students to analyze the influence of the environmental on human body and function. Normal growth and development will also be assessed. This course includes information and learning exercises healthcare teaching.

**NUR 303 Nursing Pathophysiology 3 credits**

This course focuses on the pathophysiology of common disease conditions affecting human beings across the lifespan. Content builds on basic anatomy and physiology, microbiology, and chemistry content obtained from earlier courses. The pathophysiologic bases of common human health alterations and associated clinical manifestations are discussed.

**NUR 304 Adult Health I 4 credits**

This course applies the principles of the nursing process to the care of adult and older adult patients. Principles of primary care and stressors affecting functional status are



examined. The application of evidence-based nursing principles is emphasized during laboratory and clinical experiences.

**NUR 306 Mental Health Nursing** **4 credits**

This course provides instructional and clinical learning experiences in the provision of evidence-based healthcare to individuals, families and groups experiencing mental health issues. The role of nurses as communicator, caregiver, and advocator of the client's rights is emphasized. The course introduces students to maladaptive behaviors and the importance of safe and competent nursing skills. A holistic approach that integrates physiological and mental health nursing is emphasized.

**NUR 308 Nursing Informatics** **3 credits**

This course explores the impact of technology on healthcare, medical record keeping, the influence of HIPAA on record keeping and technological variables in nursing practice. It focuses on the role of the nurse in electronic information handling and considerations for strategic planning. Students are introduced to applications in the area of spreadsheets, database management, presentation, structured programming, and web programming.

**NUR 310 Pharmacology** **3 credits**

This course explores pharmacodynamics, pharmacokinetics, drug actions and interactions, environmental factors and safety precautions during medication administration. Special considerations are given to the effects of drugs on different age groups and to the nurse's responsibilities in drug therapy.

**NUR 351 Transition to Professional Nursing Practice** **3 credits**

Facilitates the development and implementation of strategies to enable the synthesis of professional development for the nurses. The course enables students to engage in a thoughtful process of inquiry to more intentionally and consciously develop their knowledge and nursing practice, develop their confidence and ability to act in alignment with their nursing values, and to navigate the complexities of contemporary health care settings as they care for patients and families.

**NUR 352 Health Assessment and Promotion** **4 credits**

Health Assessment and Promotions is designed to provide students with the knowledge and skills necessary to collect relevant health assessment data using a multi-dimensional approach. Students are introduced to a variety of devices and procedures used to collect data used in assessing the structure and function of the human body. Psychological, social and cultural aspects of assessment are also introduced to assist students to analyze the influence of the environmental on human body and function. Normal growth and development will also be assessed. This course includes information and learning exercises healthcare teaching

**NUR 353 Multi-Cultural Spiritual Care in Nursing** **3 credits**

The course provides students with an introduction to holistic nursing care and addresses the need to link and bridge culturally relevant spiritual care, cultural self-awareness, and knowledge, theory, and communication skills with strategies for providing culturally competent and culturally sensitive nursing care to their clients.

**NUR 358 Nursing Informatics and Technology** **3 credits**

This course explores the impact of technology on healthcare, medical record keeping, the influence of HIPAA on record keeping and technological variables in nursing practice. It focuses on the role of the nurse in electronic information handling and considerations for strategic planning. Students are introduced to applications of computers in the area of spreadsheets, database management, presentation, structured programming, and web programming. Desktop software such as Microsoft office as well as a programming language compiler will be utilized in this course.

**NUR 402 Nursing Research** **3 credits**

This course introduces nursing students to the fundamentals and principles of the research process and their application in nursing. The importance of searching relevant literature, understanding research methods, reviewing research, understanding, and evaluating research findings related to the practice of nursing is emphasized.

**NUR 403 Healthcare Ethics** **3 credits**

This course provides students with the foundations for critically analyzing ethical dilemmas in nursing practice. Ethical theories including moral developmental theories will be discussed. The course will help students to clarify values and promote moral reflection in the context of contemporary health-care challenges. Emerging issues as involving emerging technologies and political, legal, socio-economic, and fiscal factors will be examined.

**NUR 404 Adult Health II** **4 credits**

This course builds on previous learning related to holistic patient care. Students will examine selected stressors of acute and chronic illnesses of adult and older adults. Strategies for prevention will be explored. Principles of evidence-based practice will be applied in laboratory and clinical experiences. Leadership skills will continue to be honed in learning experiences.

**NUR 405 Healthcare Delivery Systems** **3 credits**

This course expands the theoretical and experiential foundations of population-based nursing as highlighted in Healthy People 2020. Emphasis is placed on disease prevention especially for vulnerable and underserved populations. Historical, political, economic, ethical, social, psychological, and cultural factors that promote and adversely impact health are examined along with contemporary health issues.

**NUR 406 Maternal/Childbearing Nursing** **4 credits**

This course provides both relevant instructional and clinical learning experiences for nurses in providing care to the childbearing family during ante-partum, intra-partum and postpartum periods in a variety of settings. Health issues relating to growth and development are explored. The role of the nurse in health promotion and disease prevention for childbearing and childrearing families is emphasized.

**NUR 408 Child and Family** **3 credits**

This course teaches students to develop competencies to manage healthcare of children and adolescents especially those who are experiencing problems during bio-psychosocial adaptation. Roles of the professional nurse, including communication, ethics and cultural competency, in promoting health and adaptation for the child within the context of the family are emphasized in a variety of healthcare settings.

**NUR 411 Population Health Nursing** **4 credits**

This course provides instructional and clinical learning experiences on the principles of community health, public and family health nursing. Students are trained to conduct community and family health assessments using basic epidemiological principles and data collection strategies. Students will also be required to engage in health promotion and maintenance strategies in a variety of community health settings.

**NUR 412 Nursing Leadership & Management** **3 credits**

This course will introduce students to the analysis of nursing leadership and management from a systems perspective. An organizational structure is developed that shows how the nursing unit fits within the larger structure. Various leadership behaviors are examined and compared to those of a nurse leader in the healthcare setting. The promotion of assertive behavior in the professional role as well as awareness of interdisciplinary standards is emphasized.

**NUR 414 Capstone Senior Seminar** **4 credits**

This course builds on the previous learning related to holistic patient care for adults, older adults, and critically ill patients with complex healthcare needs. Students engage in self-directed study to enhance their physical assessment skills. Students demonstrate critical thinking in the development and implementation of comprehensive plans of care. Students integrate principles of advocacy, collaboration, coordination and evidence-based care to meet the complex needs of clients during clinical experiences.

**NUR 452 Nursing Research** **3 credits**

This course stresses the role of the researcher and the research consumer as it introduces nursing students to the fundamentals and principles of the research process and their application in nursing. The importance of reviewing, understanding, and evaluating research findings related to the practice of nursing is emphasized.

**NUR 453 Healthcare Ethics** **3 credits**

This course provides students with the foundations for critically analyzing ethical dilemmas in nursing practice. Ethical theories including moral developmental theories will be discussed. The course will help students to clarify values and promote moral reflection in the context of contemporary health-care challenges. Emerging issues as involving emerging technologies and political, legal, socio-economic, and fiscal factors will be examined.

**NUR 455 Healthcare Delivery Systems** **3 credits**

This course expands the theoretical and experiential foundations of population-based nursing as highlighted in Healthy People 2020. Emphasis is placed on disease prevention especially for vulnerable and underserved populations. Historical, political, economic, ethical, social, psychological, and cultural factors that promote and adversely impact health are examined along with contemporary health issues.

**NUR 456 Transcultural Nursing Perspectives** **3 credits**

This course provides a theoretical framework for culturally competent patient care. The course will enable the nurse to navigate through the obstacles that culture can place on the patient/family experience. Through a presentation of the history and theory behind cultural competence, the course offers key information regarding health beliefs and the impact of culture on both health and illness.

**NUR 457 Community and Population Health** **4 credits**

This course provides instructional and clinical learning experiences on the principles of community health, public and family health nursing. Students are trained to conduct community and family health assessments using basic epidemiological principles and data collection strategies. Students will also be required to engage in health promotion and maintenance strategies in a variety of community health settings.

**NUR 458 Nursing Leadership & Management** **3 credits**

This course will introduce students to the analysis of nursing leadership and management from a systems perspective. An organizational structure is developed that shows how the nursing unit fits within the larger structure. Various leadership behaviors are examined and compared to those of a nurse leader in the healthcare setting. The promotion of assertive behavior in the professional role as well as awareness of interdisciplinary standards is emphasized.

**NUR 459 Gerontological Nursing Perspectives** **3 credits**

This course examines nursing care of the geriatric patient using evidence-based standards across all healthcare settings. Current nursing research in geriatrics is explored. Normal aging processes and risk factors that affect the health and functioning of elderly patients are studied to determine best nursing practices for managing those needs or risks. A holistic approach is used to study a variety of issues that impact the biological, behavioral, and socio-cultural needs and gender considerations of the elderly.

Ethical and legal issues related to care of geriatric patients are examined in the context of continuous improvement in quality and safety.

**NUR 460 Capstone Senior Seminar**

**4 credits**

This course builds on the previous learning related to holistic patient care for adults, older adults, and critically ill patients with complex healthcare needs. Students engage in self-directed study to enhance their physical assessment skills. Students demonstrate critical thinking in the development and implementation of comprehensive plans of care. Students integrate principles of advocacy, collaboration, coordination, and evidence-based care to meet the complex needs of clients during clinical experiences.



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