



CATALOG 2017-2018



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FAULKNER



Faulkner University  
A CHRISTIAN UNIVERSITY

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# CAMPUS LOCATIONS

Montgomery Campus  
5345 Atlanta Highway  
Montgomery, AL 36109-3398  
(334) 272-5820 or (800)  
879-9816

Birmingham Campus  
4524 Southlake Parkway  
Hoover, AL 35244  
(205) 879-5588

Huntsville Campus  
420 Wynn Drive  
Huntsville, AL 35805  
(256) 830-2626

Mobile Campus  
3943 Airport Boulevard  
Mobile, AL 36608  
(251) 380-9090



# FAULKNER UNIVERSITY

## A CHRISTIAN UNIVERSITY

Faulkner University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane; Decatur, Georgia 30033-4097; telephone number 404-679-4500) to award Associate's, Baccalaureate's, Master's, and Doctoral degrees. The three-fold purpose for publishing the Commission's address and contact number is to enable interested constituents (1) to learn about the accreditation status of Faulkner University, (2) to file a third-party comment at the time of Faulkner University's decennial review, or (3) to file a complaint against Faulkner University for alleged non-compliance with a standard or requirement. Normal inquiries about Faulkner University, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Faulkner University and not to the Commission's office.



# LETTER FROM THE PRESIDENT

Dr. Michael D. Williams

The cornerstone of Faulkner University is an unwavering commitment to faith and learning. Our chief aim is to engage our students in an academically rigorous pursuit to prepare them for productive lives of service. They are led by a distinguished faculty of Christian scholars who approach their discipline through a Christian worldview. We ask students to give their very best and be committed to academic integrity.

You will find the University to provide a supportive environment where every individual matters every day. We seek to provide services to help students identify their calling, sharpen their skills, and fulfill their personal and professional aspirations. Finally, Faulkner students are encouraged to be deeply engaged in their community using their gifts to improve the lives of others.

We are honored that you are considering this great University. I believe you will find Faulkner to provide a transformative experience, deep meaningful relationships, and an education to prepare you for a life of faith, altruism, and achievement.



# LEGAL STATEMENTS

The Faulkner University Undergraduate Catalog sets forth general academic policy and specific undergraduate academic policy. The University also publishes separate Graduate Catalogs, which describe master's and juris doctor programs, and a Student Handbook, along with supplementary publications for various programs.

While the provisions of this catalog will ordinarily be applied as stated, the University reserves the right to change any provision listed in this catalog including, but not limited to, academic requirements for graduation without actual notice to individual students. Every effort will be made to keep students advised of any such changes. Information on changes will be available in the Office of the Registrar and/ or the Office of the Vice President for Academic Affairs. It is important that each student be aware of his or her individual responsibility to keep apprised of current graduation requirements for the student's respective degree program.

All students must read and follow the rules and regulations as presented in the Student Handbook and such program specific supplementary handbooks as may be applicable. The handbooks contain the conduct regulations, penalties for failure to comply, grievance procedures, and so forth. Failure to follow the conduct regulations contained in the handbook(s) can result in disciplinary action including suspension and expulsion from the University. The Student Handbook and such program specific supplementary handbooks as may be applicable, as they may be amended from time to time, are incorporated in this catalog by reference for all purposes.

Students agree that any and all claims (in tort, contract or otherwise) asserted by them against Faulkner University or its employees that arise in any way whatsoever out of their relationship with Faulkner as students or former students will be governed either by applicable Federal law or by the local laws (both decisional and statutory) of the State of Alabama, except that Alabama's choice of law or conflict of laws provisions will not be applicable.

Students agree that any civil action they commence against Faulkner University or its employees that arise in any way whatsoever out of their relationship with Faulkner University as students or former students can be heard only by a state or federal court sited in Alabama.

Students agree to submit to the personal jurisdiction of the State of Alabama in the case of any civil action instituted against them by Faulkner University or its employees that arises in any way whatsoever out of their relationship with Faulkner as students or former students.

The Faulkner University Undergraduate Catalog, Graduate Catalog, Student Handbook and other handbooks or guides are available on the University's website at [www.faulkner.edu](http://www.faulkner.edu).

## **University-Student Agreement**

### *Student Rights and Responsibilities*

Universities and colleges exist for the transmission of knowledge, skills, and dispositions for the general wellbeing of society. A key commitment of the University is to the preservation and perpetuation of the principles of a democratic society, individual freedom, a government of law, the American spirit of community service, and personal responsibility. As a Christian liberal arts university, Faulkner accomplishes this through open inquiry, investigation, and engagement to promote knowledge, professionalism, critical thinking, leadership, lifelong learning, and service to others. In this light, Faulkner University has established the following mission- and vision-driven student rights and responsibilities to create a caring Christian environment for the development of the whole person.

### *Student Rights: Students have a right to:*

1. Learn in a caring Christian environment.
2. Participate in all areas and activities of the University, free from any form of discrimination on the basis of race, color, national or ethnic origin, religion, sex, disability, age, or veteran status in accordance with applicable federal and state laws, except as otherwise permitted under federal or state law as a consequence of the University's religious mission and values.
3. Participate in a free exchange of ideas within the mission, vision, and core values of the University.
4. Personal privacy within the mission, vision, and core values of the University except as otherwise provided by the University's policies, regulations, or procedures and those provided by law.
5. Receive or access the University Catalog, Student Handbook, University Calendar or other relevant program handbooks via the University website ([www.faulkner.edu](http://www.faulkner.edu)).
6. Access modifications, enhancements, additions, or alterations to the materials listed in #5 above in a reasonable time frame via the University website ([www.faulkner.edu](http://www.faulkner.edu)).



*Student Responsibilities: Students have a responsibility to:*

1. Uphold the principles of personal and moral integrity contained within the Bible and exemplified by Christ.
2. Foster the creation of a caring Christian environment.
3. Foster the character traits of trustworthiness, respect, responsibility, fairness, caring, and citizenship within others and themselves.
4. Respect and observe the personal privacy of others within the mission, vision, and core values of the University, except as otherwise provided the University's policies, regulations, or procedures and those provided by law.
5. Respect the rights and property of others, including other students, the faculty, the administration, the University and its vendors.
6. Recognize that student actions reflect upon the individuals involved and upon the entire university community.
7. Know, adhere to, and abide by the regulations, policies and procedures in the current University Catalog, Student Handbook, and relevant program handbooks.
8. Know the modifications, enhancements, additions, or alterations to the regulations, policies and procedures to the current University Catalog, Student Handbook, and relevant program handbooks posted on the University website ([www.faulkner.edu](http://www.faulkner.edu)).
9. Know the University calendar including critical events and deadlines.
10. Read and review all mail—electronic and otherwise—from the University.

**Postsecondary Student Rights under Family Education Rights and Privacy Act**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all educational institutions that receive funds under an applicable program of the U.S. Department of Education. FERPA affords students certain rights with respect to their education records. These rights include:

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 are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA authorizes the disclosure of certain information about students in the absence of their consent. This information is known as "directory information"



and includes the following: student's name, address, place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and weight and height of athletes on an intercollegiate team sponsored by the University. By this provision students and parents are hereby given notice of the categories of information that the University has designated "directory information" and that such information will be provided without consent of either students or parents UNLESS the parent, student or guardian informs the Registrar in writing that some or all of such information should not be released without their prior consent.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.
5. The right to obtain a copy of Faulkner University's student records policy. This policy is available in the Office of the Registrar.

### **Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973**

Faulkner University complies with Section 504 of the Rehabilitation Act of 1973 and the applicable provisions of the Americans with Disabilities Act of 1990 and the Americans with Disabilities Amendments Act. (The University considers itself a religious institution that falls within the exemption regarding public accommodation provisions that Title III of the ADA provides for such institutions.) Most campus buildings are equipped for and accessible to handicapped persons. The University provides reasonable accommodations to students who are otherwise qualified and who have documented disabilities. New construction is in full compliance with the Act.

### **Nondiscrimination Statement**

Faulkner University does not discriminate on the basis of race, color, national or ethnic origin, age, sex, marital status, religion, veteran status or disability in connection with its educational policies, admissions, financial aid, educational programs, or activities to those who meet its admission criteria and are willing to uphold its values as stated in this Catalog, the Conduct Regulations contained in the Student Handbook and relevant program handbooks.

Faulkner University is a church-affiliated liberal arts institution committed to employing a highly qualified and diverse administration, faculty and staff, who reflect the University's religious traditions, values, affiliation, and purpose. Thus, the institution invites individuals affiliated with the Churches of Christ to submit applications regardless of race, color, national or ethnic origin, age, gender, marital status, veteran status or disability. Faulkner University does not discriminate on the basis of race, color, national or ethnic origin, age, gender, marital

status, or disability in connection with its employment practices. However, Faulkner University exercises a preference in employment for those qualified applicants who are members of the Churches of Christ, whose lifestyles are consistent with the mission of the University and with the beliefs and values of the Churches of Christ. The religious tenets followed by the University may also, in certain situations, limit or impact the employment of women in certain cases, for example, as teachers or professors in its College of Biblical Studies, except for a ladies Bible class.

Based upon this commitment, Faulkner University follows the principle of nondiscrimination and operates within applicable federal and state laws prohibiting discrimination. As a recipient of federal financial assistance, Faulkner is required by Title IX of the Educational Amendments of 1972, as amended, not to discriminate on the basis of sex in its admissions policies, treatment of students, employment practices or educational programs except as required by religious tenets of the Churches of Christ. Faulkner has an Equal Opportunity Plan available upon request in the Office of Human Resources. Inquiries concerning the application of federal and state laws or regulations may be referred to the Office of Human Resources.

### **Athletic Participations Rates and Financial Support Data**

Information regarding Faulkner's athletic participation rates and financial support data is available to students, prospective students, and the public upon request. Copies of the report are available in the Athletic Director's Office.

### **Harassment on the Basis of a Protected Characteristic**

Harassment on the basis of any federal or state protected characteristic (race, color, sex, national origin, religion, age, disability) will not be tolerated by the University. It subverts the mission of the University and threatens the careers, educational experience and well being of students, faculty and staff. This catalog incorporates by reference as if fully set out herein the Harassment Policy of Faulkner University. Students who wish to make a complaint about discriminatory conduct on the basis of a protected characteristic, including harassment or sexual harassment, should file a complaint pursuant to the Student Complaints and Conflict Resolution policy set forth in the Student Handbook.

### **Smoking and Weapons**

Smoking or other use of tobacco on University properties or in University facilities and vehicles is prohibited. Faulkner University prohibits possession, use, and transportation on

University properties of any dangerous or potentially dangerous weapons, including fixed-blade knives, shotguns, rifles, handguns, bows and arrows, crossbows, brass knuckles, air guns, swords, and fireworks or explosive devices.

### **Campus Security Policy and Campus Crime Statistics Act**

Faulkner University complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, which requires the compilation and dissemination of certain crime data and security. Campus Crime Statistics are posted on the University website.



# MISSION, VISION & CORE VALUES

## Mission

The mission of Faulkner University is to glorify God through education of the whole person, emphasizing integrity of character in a caring Christian environment where every individual matters every day.

### *Overview of Institution and Characteristics*

Faulkner University is a private, church-affiliated, liberal arts based institution in the tradition of American higher education. In this tradition, Faulkner seeks to educate the whole person in preparation for success in a pluralistic democratic society. Faulkner follows the Christian liberal arts tradition of open inquiry, investigation, and engagement to promote knowledge, professionalism, critical thinking, leadership, lifelong learning, and service to others.

Faulkner University's campuses primarily serve four metropolitan communities—Montgomery, Birmingham, Huntsville, and Mobile—within Alabama. The four communities are all urban environments with contiguous suburban and rural areas. The four communities are classified as metropolitan statistical areas (MSA) by the U.S. Census Bureau.

### *History of the University*

Faulkner University is a multi-campus, co-educational, private, Christian institution of higher education offering Associate's, Baccalaureate's, Master's, and Doctoral degrees to prepare students for professions or advanced studies in Bible, liberal arts, sciences, and/or business.

Founded as a two-year Bible college in 1942, Faulkner has evolved into an independent, co-educational institution in the Christian liberal arts tradition. Faulkner has grown from a small, seminary based institution to a university with five academic divisions on the

Montgomery campus— Alabama Christian College of Arts and Sciences, Harris College of Business and Executive Education, Thomas Goode Jones School of Law, V.P. Black College of Biblical Studies, and the College of Education—as well as three extended campuses in Birmingham, Huntsville, and Mobile. Faulkner has two academic research and outreach centers: the Cloverdale Center for Family Strengths and the Institute for Faith and the Academy. The cornerstone and distinctive characteristic of Faulkner is the infusion of Christian ethics, morals, values, and concern for others throughout the entire institution. Emphasis is placed on conveying the knowledge to empower the pursuit of personal goals and life-roles, and to enable daily life as productive Christians and citizens of a pluralistic democratic society. Our commitment to Christian ethical ideals extends to the individual, family, church, community, nation, vocation, and profession. Our interest is not only in what an education helps students to be in their lives, but also what an education helps them to do with their lives.

## **Vision**

Anchored in biblical truth, Faulkner University will be recognized globally as a vibrant Christ-centered community where academic excellence, spiritual growth, and a personal dedication to service combine to equip graduates with the tools to make a profound and lasting difference in their chosen fields, families, churches, and communities.

## **Core Commitments**

1. Steadfast commitment to biblical truth and Christian principles;
2. Demonstrated care for every student, every day;
3. Excellence in teaching and learning;
4. Intentional, spiritual mentoring of the total life of the student; and
5. Fostering respect and preservation of fundamental principles that acknowledge the religious, intellectual, social, economic, and individual freedoms we enjoy as blessings from our Creator.



# ACCREDITATION & AFFILIATION

## **Regional Accreditation**

Faulkner University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane; Decatur, Georgia 30033-4097; telephone number 404-679-4500) to award Associate's, Baccalaureate's, Master's, and Doctoral degrees. The three-fold purpose for publishing the Commission's address and contact number is to enable interested constituents (1) to learn about the accreditation status of Faulkner University, (2) to file a third-party comment at the time of Faulkner University's decennial review, or (3) to file a complaint against Faulkner University for alleged non-compliance with a standard or requirement. Normal inquiries about Faulkner University, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Faulkner University and not to the Commission's office.

## **Specialized Accreditation**

### *Education*

The College of Education at Faulkner University is accredited by the National Council for Accreditation of Teacher Education (NCATE), [www.ncate.org](http://www.ncate.org). This accreditation covers initial teacher preparation programs at the Montgomery campus.

### *Legal Studies*

The Legal Studies Program offered by the main campus in Montgomery, Alabama, is approved by the American Bar Association. Students graduating with a Legal Studies degree from the Montgomery campus, as well as the students at the centers through synchronous classrooms, will receive an ABA-approved paralegal certificate along with their Legal Studies degree.

## *Jones School of Law*

Faulkner University's Thomas Goode Jones School of Law is approved by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, [321 North Clark Street, Chicago, IL 60654, 312-988-6738](#). Graduates are eligible to sit for the bar examination in any state.

### **Affiliation and Nondiscrimination Statement**

Faulkner University is a private, Christian university affiliated with the nondenominational Churches of Christ through its Board of Trustees, administration, and faculty. Students of all religious backgrounds or no religious background are welcomed, with the understanding that the rules governing their conduct will be based on Christian principles.

Faulkner University does not discriminate on the basis of race, color, national or ethnic origin, or age. In a manner consistent with applicable laws and regulations, it does not discriminate on the basis of sex or disability in the administration of its educational policies, programs, and activities, except where required by specific religious tenets held by Faulkner University and its controlling body.

### **Scope**

Faulkner University offers Associate's, Baccalaureate's, Master's, and Doctoral degree programs. Enrollment consists of traditional dormitory and commuting students as well as nontraditional and evening students.

## *Montgomery Campus*

The Alabama Christian College of Arts and Sciences (ACCAS) provides a core curriculum of liberal arts for all undergraduate degree programs as a foundation upon which subsequent learning is based. It also offers associate, baccalaureate, master, and doctoral degrees in certain liberal arts disciplines. The undergraduate programs are described in the University's Undergraduate Catalog.

The Harris College of Business and Executive Education (HCBEE) offers programs designed to prepare leaders for roles in the business community and the free enterprise system. It offers associate, baccalaureate, and master's degrees in various areas of business and executive education. The undergraduate programs are described in the University's Undergraduate Catalog.



The V. P. Black College of Biblical Studies (VPBCBS) provides all Faulkner students instruction in the Bible. Bible majors are prepared for leadership roles in Churches of Christ. It offers Bachelor of Arts, Bachelor of Science, Master of Arts, and Doctor of Philosophy degrees in Biblical studies. The undergraduate programs are described in the University's Undergraduate Catalog.

The College of Education (COE) is an NCATE-accredited school of education offering degrees in both Class B and Alternative A teacher certification degree areas approved by the Alabama State Department of Education. It offers baccalaureate and master's degrees. The undergraduate programs are described in the University's Undergraduate Catalog.

The Thomas Goode Jones School of Law (TGJSL) offers two degree programs: the Juris Doctor (J.D.) and the Joint J.D./LL.M. in Advocacy and Dispute Resolution. The TGJSL program is described in a separate catalog.

### *Extended Campuses*

The campuses in Birmingham, Huntsville, and Mobile offer associate degrees and that part of the university core curriculum that fulfills the entrance competencies for the HRM, Executive BBA, Executive BSB, LS and BCJ adult programs. Their enrollment is composed of adult students, such as working professionals, who are seeking to enhance employability and job-related skills. Programs at Birmingham and Mobile campuses are offered both day and evening. The Huntsville campus offers only night programs.



# CAMPUSES

## CAMPUSES

### The Montgomery Campus

Faulkner University's main campus is located in Montgomery, the capital city of Alabama. Its location is 164 miles southwest of Atlanta, 92 miles south of Birmingham, and 155 miles north of Mobile and the Gulf of Mexico. Approximately one-third of the population of the United States lives within a 600-mile radius of Montgomery. The U.S. Census Bureau estimates the population of Montgomery's Combined Statistical Area to be over 417,000. The climate in Montgomery allows an average of eight hours of sunshine daily and temperature averages of 49 in winter and 82 in summer.

Montgomery employers include state and local governments, Maxwell-Gunter Air Force Base, and large companies like Baptist Health, Alfa Insurance, and Hyundai. Local businesses near the campus seek students for part-time employment.

Sports enthusiasts enjoy Lagoon Park's seventeen tennis courts, eighteen-hole golf course, and a five-field softball complex, minutes away from Faulkner's campus. Riverwalk Stadium hosts the AA Montgomery Biscuits baseball team. The state Coliseum accommodates the State Fair and other events.

Local performance venues include Montgomery Performing Arts Centre, Davis Theatre for the Performing Arts, the Riverwalk Amphitheater, and the highly acclaimed Alabama Shakespeare Festival. Cultural and historical centers include state capitol complex, civil rights museums, and the Montgomery Museum of Fine Arts. Performance groups include the Montgomery Symphony Orchestra, the Montgomery Ballet, the Capitol Sounds Band, the Recreators Band, the Montgomery Chorale, as well as Faulkner's own Dinner Theatre.

### *Physical Facilities*

Faulkner University's Montgomery campus is located on Atlanta Highway near the intersection of Interstate 85 and Eastern Boulevard. It is conveniently located near shopping malls, theatres, restaurants, and churches.

E. L. Cullom Rotunda houses administrative offices, a large auditorium, and classrooms. Gus Nichols Library houses the University's major collection of books, serials, and digital, film, and other media.

Joe B. Greer Hall provides space for the office of the Dean of Alabama Christian College of Arts and Sciences, the department of Criminal Justice and Legal Studies, and the department of Social and Behavioral Sciences. The building includes classrooms and a computer lab.

Leonard Johnson Hall is the home to the College of Education with classrooms, a computer lab, the education curriculum lab, and office facilities for faculty and staff.

Linda Y. Brooks Hall provides spacious classrooms for science and other disciplines, and laboratories for biology, chemistry, and physics.

Brooks Hall also houses faculty offices and the Instructional Support Lab.

Pop Myers Fine Arts Center provides an auditorium, stage, practice rooms, classrooms, choral rooms, storage rooms and faculty offices for the Department of Fine Arts, Department of Humanities, and for the Great Books Honors College.

The Marjorie Y. Snook building houses the Jones School of Law, its administrative offices, classrooms, faculty offices, and law library.

Faulkner University Dinner Theatre includes a spacious lobby, dinner seating for 90, stadium style theatre seating for 68, a kitchen, storage areas, dressing rooms, and offices for theatre faculty.

Harris Hall is home to the Harris College of Business and Executive Education. It houses classrooms, computer labs, faculty offices, the Admissions office, Human Resources, University Advancement, and administrative suites, including those of the President and the Dean of Business.

Harris-Parker Hall houses V. P. Black College of Biblical Studies and the Cloverdale Center for Family Strengths. It includes classrooms, a computer lab, faculty and other offices, and administrative suites, including the office of the Dean of Biblical Studies. Its large atrium and Lester Chapel are frequently used for special events.

Tine W. Davis Gymnasium and the adjacent Freeman-Harrison Multiplex houses offices, classrooms, and other facilities for the Physical Education Department, Intercollegiate Athletics, and Student Activities and the Dean of Students. The Multiplex includes three athletic courts, weight rooms, dressing rooms, a jogging track, racquetball courts, an aerobics room, game and television rooms, and The Grille.

Lamar Harrison Field provides the grounds, stands, and related facilities for Faulkner's baseball team. Leopold D. Lee Family Fieldhouse provides a locker room, training facilities, offices, meeting rooms, and laundry facilities for the football team. The John Mark Stallings Field provides the grounds and related facilities for Faulkner's football team. The Softball Complex is located near the gymnasium and is used for intercollegiate as well as intramural

competition. The five acre Dalraida Athletic Complex provides space for Soccer Teams and other groups.

The Student Commons, west of the Rotunda, houses the J. L. Perry Cafeteria, the Mailroom, the Spirit Store, and Café Sienna.

Burton Residence Hall provides housing for female upperclassmen, while Baldwin Residence Hall furnishes housing for male upperclassmen students. Each room has wireless Internet access. Each residence hall includes a television lounge and a laundry room.

Davis Residence Hall houses freshman males on one wing and male upperclassmen on the other wing. Davis has a wired computer lab in the lounging area, along with televisions and seating for games and relaxing. Each wing has a shared laundry room.

Our new freshman male four story residence hall houses 88 students. Each room has wireless Internet access. Each floor has a common lounging area equipped with a television and seating for relaxing, along with a separate room for studying. The main lobby has a half kitchen, tables and chairs, seating for relaxing, and two large televisions for entertainment. There are shared laundry rooms on each floor.

The three-story Margaret Harris Residence Hall furnishes housing for female freshmen students. Each room has wireless Internet access. Each floor has a laundry room. The common area includes a wired computer lab, a large lounge, a full kitchen, and a television room.

Harrison Apartments furnish housing for upperclassmen students in five three-story buildings. Each four-bedroom suite has a kitchen, living room, and two bathrooms. Four of the apartment buildings have washers and dryers in each apartment, while the newest have shared laundry rooms on the first and second floors. Each bedroom has connections for wired Internet/intranet service.

*Note on Residence Halls: All laundry services are free and rooms meeting ADA requirements in each residence hall and apartment building are available upon request.*

## **Extended Campuses**

### *Birmingham Campus*

Faulkner University's Birmingham campus is conveniently located at 4524 Southlake Parkway in Hoover, AL, near Valleydale Road and I-65, with access from US31 or I65. The campus has instructional space, laboratory space, technology and learning resource rooms, and administrative offices.

### *Huntsville Campus*

Faulkner University's Huntsville campus is located at 420 Wynn Drive near the intersection of Interstate 575 and Old Madison Pike NW. The campus has instructional space, laboratory space, library, technology and learning resource rooms, and administrative offices.

### *Mobile Campus*

Faulkner University's Huntsville campus is located at 3943 Airport Boulevard, one mile west of I65 near the intersection of Airport Blvd and University Ave. The campus has instructional space, laboratory space, library, technology and learning resource rooms, and administrative offices.



# STUDENT LIFE

In planning the educational experience for its students, Faulkner University gives attention to the quality of environment, activities, and associations outside the classroom as well as in the classroom. Student life plays a key role in supporting the mission, vision, and core values of the institution. Faulkner embraces the effect that student life has on the development of the whole person and the creation of a caring Christian environment. Student life works in conjunction with academic life to achieve the curricular, co-curricular, and extracurricular objectives of the University. Student life activities are shaped to aid not only the intellectual but also the spiritual, social, personal, and cultural development of our students. The student life programs, services, and activities include the Student Government Association, social clubs, academic organizations, academic/professional honor societies, performance groups/organizations, special interest groups, student publications, campus ministries, intramural sports, concerts, Jamboree and many more. Due to the nature of some educational programs of the University, the following guidelines and activities listed in this section may or may not apply to all student service areas.

## **Conduct Expectations and Regulations**

Faulkner University aims to establish in its students high standards of conduct, individual responsibility, and a sense of the worth and dignity of the individual. Firm, reasonable, and sympathetic discipline helps to accomplish this aim. In matters pertaining to personal conduct, students are expected to behave as responsible citizens in a Christian community. A student's application for admission constitutes acceptance of the objectives and regulations of the University. The University reserves the right to dismiss a student whenever, in its judgment, the general welfare of the University seems to require such action. In all cases, careful attention is given to ensure that University procedures are followed for all students who are charged with violating any University regulation.

Faulkner University expects students to live and conduct themselves in a manner consistent with biblical principles. The pursuit of excellence in Christian behavior or action is a

visible sign of spiritual growth and development. The courtesy and good manners of a Christian's conduct are an expression of inward and personal strength of character.

The University expects students to exhibit behaviors and actions consistent with biblical principles and the University's policy, procedures, principles or regulations at all times while a student at Faulkner and when participating in any University sanctioned event on or off campus. Detailed conduct regulations appear in the Student Handbook, published on the University's web site. It is the student's responsibility to read and understand this information, as they serve as the central guide for all students who live and learn within the Faulkner community.

Anchored in biblical truth, community life at Faulkner University is a disciplined life. Community standards reflect biblical principles and Christian teaching; encouraging students, staff and faculty to live lives of holiness, love and respect for others. The intent of all discipline is to enhance growth and maturity, especially responsibility for one's own behavior and accountability for one's own actions.

Faulkner University's philosophy of discipline is neither legalistic nor permissive. Instead, members of our community are called to a high standard of behavior in order to establish and maintain an environment conducive to learning and personal growth. Our ultimate desire is to glorify God with our thoughts, words, and actions.

## **Spiritual Life**

Faulkner University is first and foremost a Christian institution whose mission emphasizes the development of the whole person in a Christian environment. Faulkner University was founded on biblical principles and is based on the conviction that the Bible is the revealed Word of God. The faculty and administration have created curricular, co-curricular, and extracurricular programs and experiences to facilitate the spiritual and religious life of the University. The objective of these programs and experiences is to provide a spiritual atmosphere that draws students into a deeper spiritual life and a stronger daily Christian walk. These programs and experiences include the Christian Cultural Heritage curriculum, chapel programs, Institute for Faith and the Academy programs, residence hall devotionals, campus-wide devotionals, religious clubs, Bible classes and lectureships, mission trips, community outreach programs, and other special events. These religious and spiritual activities afford opportunities to gain deeper insight into God's Word. A number of Montgomery churches provide programs designed especially for students of the University. Instructional and administrative functions of the University are guided by a commitment to biblical truth. For more extensive discussion of religious and spiritual life please consult the Student Handbook.

### *Chapel*



Faulkner University has conducted daily chapel services on the Montgomery campus since it was established in 1942. Chapel programs allow an organized daily devotion for worshipping God and fellowshiping with Christians. The chapel programs are held at 10:00 am Monday-Thursday of each week, and are designed to complement the curricular and co-curricular goals of Faulkner. Chapel programs foster the development of the whole person and provide students biblical, inspirational, educational and informative material. Chapel is frequently mentioned by alumni as one of the fondest memories of Faulkner. Chapel attendance is required of all full-time students attending day classes, all residential students, faculty, and staff on the Montgomery campus. Chapel is open to all students, faculty, staff, friends, family members and other visitors who wish to worship. Chapel is a period of worship and all attendees are expected to conduct themselves in a reverent manner.

The pattern of our weekly chapel program consists of the following:

- Mondays and Wednesdays – take place in the gymnasium and consist of a period of worship usually consisting of Scripture reading(s), prayer, a cappella singing and a devotional message.
- Tuesdays -- provide students a choice of four different Breakout chapels in various locations on campus. In addition to offering a smaller and more intimate venue to explore God's word and purpose for our lives, the breakout sessions also provide students a choice of topics.
- Thursdays -- take place in the gymnasium and is intended to be a time of community worship through singing praises to our Lord. We also use this time to acknowledge and celebrate the accomplishments of individuals and groups within our campus community, as well as to expose students to various aspects of campus life.

### *Annual Bible Lectureship*

The Annual Bible Lectureship is an extension of the V. P. Black College of Biblical Studies of Faulkner University. The Annual Bible Lectureship provides students, ministers, faculty, administration, staff, alumni, and other friends of Faulkner University the opportunity to hear lectures on carefully selected themes by recognized ministers and gospel preachers. The Annual Bible Lectureship is conducted during the first full week of March and draws visitors from around the world to Faulkner for this time of spiritual enrichment, friendship renewal, and fellowship. Students are encouraged to participate in the lectureship as their schedule permits. Students are strongly encouraged to attend the evening events. Biblical studies majors are required to attend the Annual Bible Lectureship.

### *Institute for Faith and the Academy*

The Institute for Faith and Academy's (IFA) purpose is to promote the understanding of how the Christian faith informs academic disciplines and the development of critical and reflective thinking skills to examine the intersection of faith and academics. IFA hosts renowned lecturers, book readings, discussion groups, and conferences. IFA also publishes the Journal of Faith and the Academy.

### *Religious Service Groups*

Faulkner University offers several opportunities for students to engage in religious service groups, including the Faulkner Near East and Archaeological Society (FNEAS), Pi Tau Epsilon (missions club), the Vanguard program for junior and senior men, Women in God's Service (WINGS), and Pi Sigma Delta (Bible club) sponsored by the Bible faculty. These religious service groups exist to enhance the training of Bible majors and to prepare interested students for greater Christian service in domestic and international missions. Through domestic and cross-cultural ministry experiences, service projects, and resource speakers, and in conjunction with and demonstration by faculty and staff, members gain understanding and develop skills in their respective church roles.

### *Ministries, Missions, and Devotionals*

The worship of God and fellowship with other Christians are vital for spiritual growth and development. Faulkner University encourages all students to identify with a local area church of Christ and to establish an affiliation with a congregation. In addition to local church involvement, Faulkner encourages students to become involved with Christian service opportunities in specialized ministries, such as area campus ministries, Inner-City Ministries, Adullam House, Agape, Family Promise, 100X Missions, Save-a-Life, assisted living/residential facilities, and Woman-to-Woman.

Faulkner encourages students to become students of God's Word. Students gather in pairs and small groups for exploration of the Bible. Faulkner also facilitates devotional periods on the Montgomery campus in the residence facilities, Lester Chapel, and other venues on campus. These devotionals have been a Faulkner tradition for many years and have become some of the most cherished memories of alumni.

### **Student Groups and Events**

Faulkner University offers a wide array of clubs and organizations to meet the interests and needs of students. Students are encouraged to take advantage of the opportunities the

clubs, organizations and societies provide for academic challenge, social connections, and spiritual growth. Special interest clubs and organizations provide students with the opportunity to join others with similar interests, talents, or skills. These clubs and organizations offer a range of opportunities including service to Faulkner and the Faulkner community. For more extensive discussion of religious and spiritual life please consult the Student Handbook or the Office of Student Life.

### *Intramural Sports and Athletics*

Faulkner University provides opportunities for students in both intramural sports and intercollegiate athletics. A comprehensive intramural program including football, volleyball, basketball, kickball, softball, soccer and other individual activities is available for both women and men. The program provides an opportunity for every individual, regardless of ability, to enjoy a variety of sports in a Christian environment. Intercollegiate athletics are also an important part of student life at Faulkner. Women's teams represent Faulkner in soccer, volleyball, basketball, golf and softball, while men's teams compete in football, soccer, basketball, golf and baseball. Faulkner also offers club team participation in bass fishing and cheerleading. Faulkner is a member of the National Association of Intercollegiate Athletics (NAIA) and competes in the Southern States Athletic Conference in all sports but football, which competes in the Mid-South Conference (MSC).

### *Social Clubs*

Social clubs at Faulkner University are an important part of student life. Every student who wants to be in a club is assured of receiving an invitation to join. The ten social clubs regularly engage in sports activities, service projects, and outings. The clubs are organized to provide students with a wholesome social life and opportunities to develop leadership abilities and cooperative attitudes. A highlight of each year is Jamboree, a spring production of music and theatre in which clubs participate. The performances are planned, produced, and performed by the social clubs.

### *Performing Groups*

A number of performing groups exist to provide opportunities for student aesthetic expression and to exhibit that talent to Faulkner University patrons and the public.

University Chorus is open to all students through audition. It performs throughout the year, primarily for churches. An on-campus concert and a spring tour highlight each performing year.

Faulkner Singers is a small ensemble, performing music more appropriate for a smaller choral group. Membership is determined by audition.

University Band, made up of students with appropriate instrumental skills, performs at various events on campus and throughout the community.

### *Student Government Association*

The Student Government Association (SGA) is comprised of undergraduate students of the University. All registered students at Faulkner University are members of the SGA and subject to the SGA's rules and regulations. The association is headed by an executive council which consists of four to six officers and two representatives from each class. A cabinet of students appointed by the SGA president is in charge of specific committees. These committees are responsible for the activities of the association. The Student Government Association exists to provide close cooperation and communication among the students, the administration and the faculty, and to provide a systematic plan of participation in the responsibilities of the University. The SGA sponsors on-campus social activities and off-campus retreats, assists in planning special activities, studies campus problems and makes recommendations to the faculty and the administration on a wide range of subjects relating to the University and to student welfare.

### *Student Publications*

The student publications at Faulkner University include the yearbook, The Sheaf, and a literary magazine, Images in Ink. Any student enrolled at Faulkner may be a staff member for these publications. Scholarships are available for the yearbook editor.

### *Academic Organizations and Honor Societies*

Academic based organizations provide students with an interest or major in a particular area to pursue opportunities for socializing, service, research, travel, and learning. Outstanding students are also invited to join academic honors societies according to standards established by each group. Other academically oriented groups are open to all interested students. The current academic organizations and honor societies represented at Faulkner are:

- Alpha Chi National College Honor Society
- Alpha Phi Sigma National Criminal Justice Honor Society
- Alpha Psi Omega National Theatre Honor Society
- Chi Alpha Sigma National Collegiate Athletic Honor Society
- Kappa Delta Pi International Honor Society in Education
- Lambda Epsilon Chi National Legal Studies Honor Society

- Phi Alpha Theta National History Honor Society
- Sigma Tau Delta International National English Honor Society
- Faulkner Near East and Archaeological Society
- Pi Sigma Delta Bible Club
- Pi Tau Epsilon Missions Club
- Psi-Chi International Honor Society in Psychology
- Institute of Faith and the Academy
- Student Alabama Education Association
- Faulkner Film Society: The Faulkner Film Society is an extension of the Humanities Department of Faulkner University. The Faulkner Film Society hosts film screenings to encourage dialogue and film appreciation in the Faulkner community. The Faulkner Film Society emphasizes films of Hollywood's Golden Age and those that display a Christian aesthetic and sensibility. The Faulkner Film Society provides opportunities for faculty, staff, and administrators to interact with students in an informal setting. Students interested in the Faulkner Film Society may contact the Department of Humanities for more information (334-386-7919).
- Faulkner's Objective Recruiting Christian Education (FORCE): FORCE is a group of students who serve Faulkner in the Admissions Office as ambassadors and student recruiters for Faulkner. The mission of FORCE is to help prospective students plan for a successful college education experience by promoting Christian education from a student's perspective, introducing them to academic life, conveying Faulkner's friendly environment, stimulating positive student/teacher relationships and in all this, representing Faulkner's student body in a Christ-like fashion. Students interested in joining FORCE may contact the FORCE Sponsor in the Admissions Office for more information (334-386-7200).

### *Special Events*

Faulkner students have other opportunities for spiritual and service events throughout the year. These opportunities include special events such as Relay for Life, blood drives, Habitat for Humanity, ministries and Christmas boxes. Students also have opportunity to hear guest lecturers on moral and spiritual themes. Previous speakers have included V. P. Black, Arlam Carr, Jr., Peter Kreeft, Artur Davis, Richard Gamble, Fred Gray, Sr., Mike Huckabee, Alan Keyes, Leland Ryken, Bruce Thornton and J. C. Watts. The University encourages students to explore these opportunities to put their knowledge and faith into action through Christian service.



# STUDENT RESOURCES

## General Student Resources

### *Center for Faith, Calling & Engagement (CFCE)*

“Each of you should use whatever gift you have received to serve others, as faithful stewards of God’s grace in its various forms” (1 Peter 4:10). Using this scripture as its foundation, the CFCE is designed to foster a mutually beneficial relationship between the University and its surrounding communities. In doing so, the center will cultivate a campus culture and personal habit of engagement through opportunities of volunteerism, community outreach internship, and experiential learning. For information about community engagement and service opportunities, please visit the CFCE in the Rotunda building.

### *Student Success Office*

The Student Success Office (SSO) advises students in their class selections, schedules, and degree plans throughout their college careers. The SSO assists students with various issues that may arise during the year. This office works to connect the students to University services such as Career Services, Counseling, Financial Aid, Student Accounts, academic departments and other student service areas. The SSO’s main focus is helping students transition to college and successfully obtain a degree. Students may contact the Student Success Office with any needs, concerns, or questions by emailing [StudentSuccess@faulkner.edu](mailto:StudentSuccess@faulkner.edu) or visiting room 130 in the Rotunda.

### *Student Activities*

Faulkner University offers a wide range of extracurricular programs and activities for students. These activities include devotionals, intramural sports, Jamboree, Homecoming, (in)Formal, social events, concerts, and special events. The student activities are open to all

currently enrolled Faulkner students, and the majority of events occur on the Montgomery campus.

### *Residence Life Staff*

Faulkner University provides traditional residence hall and apartment living on the Montgomery campus. All undergraduate students under the age of 21 and enrolled full-time at the Montgomery campus are required to live in University housing. The exceptions to this rule are married students, a student living with their parents or guardians, or students with enough academic credits to be classified as a senior. Any other exceptions must be approved by the Dean of Students. Any student living off campus must provide a local address to the Office of Student Life. Faulkner University residences are patrolled by University Police and monitored by security cameras 24 hours-a-day. Each residence hall is staffed by a full time Resident Director and several part time Resident Assistants. All hall residents must purchase meal plans. On-campus living arrangements must be made each semester and generally cannot be changed during the term. Faulkner University is currently unable to provide on-campus housing for part-time students, students over the age of 25, married students, students with families, students enrolled in an Adult program, or students enrolled in the Jones School of Law.

### *Career Services Center*

The Career Services Center provides programs, services, and activities to support the career, professional, and employment goals of students. The Career Services Center provides career fairs, workshops, employer contacts, and job search tools to support the career success of students.

### *University Mail & Copy Center*

Faulkner University Mail & Copy Center provides basic postal services to on-campus residents. The University Mailroom & Copy Center is adjacent to the John & Patricia Hill Dining facility and provides additional fee-based postal services, such as USPS stamps, special delivery options, UPS services, and FedEx services. This center also provides document copy and enhancement services.

### *University Health Center*

The University Health Center provides a Registered Nurse (RN) to assist students with basic health care needs. The University Health Center provides the following services:



1. Nursing care and patient counseling.
2. Health promotion and well-being services such as blood pressure checks and temperature checks.
3. Basic treatment of minor cuts, minor sprains, flu, cold, and other minor illnesses.
4. Referrals and assistance in making appointments with a physician, nurse practitioner, physician assistant or other healthcare provider for other treatments and care. Note: All fees associated with these providers or services are the sole responsibility of the student.
5. Referrals and assistance in making appointments with a health care center, facility, or hospital for other treatments and care. Note: All fees associated with these providers or services are the sole responsibility of the student.

### *University Counseling Center*

The University Counseling Center provides confidential counseling services for personal, emotional, social, and mental health concerns that students may experience while attending Faulkner. The University Counseling Center services are available by appointment for all Faulkner students. The University Counseling Center will make referrals to community mental health providers when the needs of the student cannot be met by the University Counseling Center.

### *Faulkner Police & Campus Safety*

The Faulkner Police & Campus Safety division oversees the safety and security of Faulkner University and premises. Faulkner University provides security services to all Faulkner campuses. The Campus Police and Security Officers patrol the campuses to protect the campus community and to ensure that any and all criminal violations and breaches are duly noted and appropriate action is taken. Campus Police and Security Officers are responsible for locking and unlocking campus facilities as requested by authorized personnel. The Campus Police and Security Officers will also provide an escort to students, faculty or staff when available. Please consult the University website and Student Handbook for more details.

### *Veterans Support*

Veterans' information, including assistance in securing Veterans Administration Educational Benefits for military service veterans and dependents, is available. The University V.A. representative is responsible for enrollment certification of veterans and dependents, for

reports to the Veterans Administration Regional Office and for liaison between the Veterans Administration Regional Office and the University

## Academic Records

### *Postsecondary Student Rights under Family Education Rights and Privacy Act*

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all educational institutions that receive funds under an applicable program of the U.S. Department of Education. FERPA affords students certain rights with respect to their education records. These rights include:

*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.*

A student should submit to the registrar, Dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

*2. The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.*

A student who wishes to ask the University to amend a record must complete the Educational Record Amendment and Appeal Form (ERAAF) and submit the form to the University Custodian of Educational Records – the University Registrar – to initiate a review of the record. The ERAAF requires the student to clearly identify the part of the record the student wants changed, specify why it should be changed, and provide all requested documentation for the change.

If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

*3. The right to provide written consent before the University discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.*

The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational

interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University.

In addition, the University reserves the right to release and publish directory information without consent, such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance, as required by § 99.37 of the regulations. Student has the right to restrict disclosure/ release of directory information to third-parties by completing the Request to Restrict Directory Information form available from the Registrar or the University's website

*4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.*

The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

*5. The right to obtain a copy of Faulkner University's student records policy. This policy is available in the Office of the Registrar.*

In accordance with relevant federal and state laws and guidelines Faulkner University has established clear policies for the handling of all student related records. Students enrolled at Faulkner will have an educational record created that constitutes their academic record or transcript. The academic record is subject to the aforementioned FERPA policies. Students may also have non-academic records maintained by the University. The access to these records may be subject to federal and state laws other than FERPA. The identified custodians for these records should be contacted for questions about access to these records. Academic records containing admissions and matriculation information, transcripts, and other essential data are maintained by the Registrar. The student has the right to request a copy of any materials contained in the record. A duplicating fee will be assessed.

*Policy of Educational Record*

The University's educational record policy is in compliance with the Postsecondary Student Rights under FERPA previously detailed. In addition, the following policies and procedures apply to a student's educational record.

### *Policy for Copies of Educational Record*

A student may request either an official or unofficial copy of their educational record (transcript) by going to [getmytranscript.org](http://getmytranscript.org), and following the prompts.

### *Procedure to Inspect Student Records*

A student may inspect and review their student records upon request to the appropriate record custodian. A student must complete the Student Record Inspection Request Form and submit the signed form with any required payment by mail, fax, email, or hand-delivery to the relevant record custodian on any Faulkner campus.

1. Submit to the record custodian, or appropriate University staff personnel, a written request which identifies as precisely as possible the record(s) the student wishes to inspect.
2. The record custodian or an appropriate University staff person will make the needed arrangements for access as promptly as possible. The student will be notified of the time and place where the records may be inspected. Access must be given in 45 days or less from the receipt of the request.
3. When a record contains information about more than one student, the student may inspect and review only the documents which relate to his or her record.

### *Right of the University to Refuse Access*

Faulkner University reserves the right to refuse permission for a student to inspect the following records:

1. The financial statement of the student's parents.
2. Letters and statements of recommendation for which the student waived his or her right of access, or which were placed in file before January 1, 1975.
3. Records connected with an application to attend Faulkner University if the application was denied.
4. Those records which are excluded from the Family Education Rights and Privacy Acts (FERPA) definition of education records.

### *Refusal to Provide Copies*

Faulkner University reserves the right to deny transcripts or copies of records not required to be made available by FERPA if the student has an unpaid financial obligation to the University or there is an unresolved disciplinary action against the student.

Grades, reports of excessive absences from class, and other information relating to the current status of a student may only be released to a parent or guardian if the student is a dependent as defined and claimed on a Federal income tax return or if the student submits a signed release form granting permission to release information. This procedure may be followed until such time as the Registrar is informed, in writing, that the student is no longer a dependent. Grade reports and transcripts will not be released for any student until all financial obligations have been satisfied.

## **Academic Resources**

Faulkner University provides several services to support student learning and success. These services are designed to provide students access to information resources, skills training, and learning tools in a variety of formats. Learning support services are provided through the computer resources and laboratories, the University Library System, Instructional Support Services, and Center for Special Services. Students in some degree programs also have access to several discipline specific Academic Resource Rooms. The Student Success Office is also available to help students find the academic resources they need.

### *Eagle iAdvantage*

Faulkner University's Eagle iAdvantage provides Faulkner students access to the most up-to-date technology including computing facilities, educational tools, and support services for the purpose of enhancing student life, learning, and work place preparation.

The many components of Faulkner's Eagle iAdvantage allow for a "study anywhere" approach for flexible, self-paced, and mobile learning within a 21st century educational environment. This enhancement provides students with greater collaboration opportunities with professors and peers, along with internet, computer, and electronic communication skills essential for success throughout their lives and professional careers.

### *Computer Resources and Laboratories*

Faulkner provides a variety of computer resources to promote the academic success and to enhance the campus life of students. Students have a variety of means and opportunities to access computer resources and laboratories including the internet, on-campus Wi-Fi, libraries,

and learning resource centers. The computers in laboratories, libraries, and learning resource centers are for instructional and general student use. These computers provide access to academic and course related software and resources as well as non-academic or personal resources. These computers are available during the operating hours of each facility

### *University Library System*

Gus Nichols Library System (GNLS) is the major academic resource for Faulkner University with extensive collections of academic books and journals, special collections, and links to networked information resources in various electronic formats. The GNLS consists of the following: the Gus Nichols Library, the Education Curriculum Resource Room and Laboratory, the F. Furman Kearley Library Collection, the George H. Jones Law Library, and three Technology and Learning Resource Rooms. The GNLS provides students with an integrated catalog and access to the resources of each library or collection (<http://innopac.faulkner.edu>). The GNLS features special collections in education, law, ministry and theology. For more information or to access the resources of the GNLS, visit the Faulkner website at <http://www.faulkner.edu>.

The GNLS's online catalog (<http://innopac.faulkner.edu>) provides information about the collection, including: availability of books and other items for check out; DVD's, and other audiovisual materials; journal holdings and electronic books. The GNLS provides access to resources, databases, electronic journals and electronic books through subscription services and consortia agreements.

The GNLS consortia agreements provide access to the resources of Alabama Virtual Library (AVL), Christian College Librarians (CCL), Montgomery Higher Education Consortium (MHEC), Network of Alabama Academic Libraries (NAAL), and Online Computer Library Center (OCLC). The GNLS also has reciprocal agreements with libraries throughout the state, including Alabama A&M University (Huntsville), Alabama State University (Montgomery), Amridge University (Montgomery), Athens State University (Athens), Auburn University at Montgomery (Montgomery), Birmingham Public Library (Research level library, Birmingham), Huntingdon College (Montgomery), Mobile Public Library (Research level library, Mobile), Samford University (Birmingham), Troy University (Montgomery) and the University of Mobile (Mobile).

### *Instructional Support Services*

Faulkner's Instructional Support Services provide students with academic assistance, information, and support in most areas of academic study. Included in the Instructional Support Services are the Instructional Support Lab, the Writing Center, Student Support Services (Tutoring), and Learning Support Rooms.

### *Instructional Support Lab*

The Instructional Support Lab, located in Brooks Hall, is open for use by any Faulkner student. The Instructional Support Lab's primary goal is to be of academic assistance to the Faulkner student. In order to meet this goal, one-on-one tutoring in math and English, Smarthinking on-line tutoring, audio/video instruction, and computer-assisted instruction in math, English, and sciences are provided. The Instructional Support Lab also houses the Writing Center, a one-on-one tutoring service established by the English department, to aid students in improving writing skills. The Instructional Support Lab is equipped with Faulkner-networked computers featuring Microsoft Office and is open for study by individuals or groups. Instructors may reserve the lab for class time. Lab personnel are also responsible for administering all math and English placement tests. The Instructional Support Lab serves as an open CLEP testing center. CLEP tests are administered twice monthly throughout the year and are available to the public as well as all Faulkner students. DANTES and MAT exams are also administered by the Instructional Support Lab staff once monthly throughout the year. Faulkner students are encouraged to become acquainted with the lab early in the semester to make maximum use of the services available. All services, with the exception of CLEP, DANTES, and MAT testing, are free of charge. For information on Instructional Support Lab services, visit the Instructional Support Lab website at <https://www.faulkner.edu/current/academic-resources/instructional-support-lab/>.

### *Writing Center*

Faulkner University's Writing Center is housed within the Instructional Support Lab in Brooks Hall at Faulkner's main campus and provides students with tutoring in English composition and English grammar. Tutors can help students generate ideas for compositions or organize method and style according to the particular assignment, as well as help analyze the students' papers to point out any grammatical inefficiencies, errors or weaknesses in purpose, clarity, organization, style, mechanics, and/or the incorporation of any source material. The Writing Center has approximately 3-5 tutors during a given semester, and tutors are well qualified and typically the students' peers. The Writing Center Director is also available for additional assistance. Free to all Faulkner students, the Center is also primarily a tool for students in Faulkner's two sections of remedial English: EH 0301 and EH 0302. Remedial students are required to attend an hour of tutoring each week. Students seeking tutoring can sign up for two thirty minute assigned meeting times a week. Walk-ins are allowed and accepted based on tutor availability. The Writing Center also has resources available online.



### *Student Support Services (Tutoring)*

The Instructional Support Lab coordinates the Student Support Services program, which provides academic support to all Faulkner students. The program offers assistance through faculty/staff tutors, faculty recommended peer tutors, computer-based instruction, video instruction, and Smarthinking on-line tutoring. Smarthinking is a free online tutoring service that is available 24 hours a day, 7 days a week enabling students to get the help they need when they need it. Students experiencing difficulty in an academic course of study can request tutoring services by contacting the Instructional Support Lab at (334) 386-7294. Students who need assistance with academic skills such as test taking strategies, overcoming test anxiety, and developing study skills may receive video instruction in these areas as well. Academic skills videos are housed in the Instructional Support Lab on the Montgomery campus and may be checked out to any campus. Students interested in learning more about Student Support Services or who are interested in becoming peer tutors should contact the Student Support Services Director at (334) 386-7294 or 1-800-879-9816 ext. 7294.

### *Learning Support Rooms*

Faulkner's Instructional Support Services provide a learning support room on each extended campus. The Learning Support Rooms provide students with access to videos and reference materials on academic skills, study skills, writing, mathematics, and science.

### *Center for Disability Services: Project Key*

In conjunction with Faulkner's community principles and overall [mission](#), the Center for Disability Services: Project Key acknowledges disability as an integral part of the campus experience. We are committed to providing equal access and opportunity to all campus programs and services for individuals with disabilities. In order to establish equal access, documentation of disability by qualified professionals is necessary. Accommodations must be reviewed each semester and are not retroactive. If you are interested in obtaining accommodations please contact the Director of the Center for Disability Services ([334-386-7185](tel:334-386-7185)) at your earliest convenience or visit the Center for Disability Services page on Faulkner's website for additional information.



# STUDENT ACCOUNTS

## Current Tuition and Fees

The cost of tuition, room, board, fees, and other charges are printed in the financial information supplement. This supplement is available online and can be accessed at <http://www.faulkner.edu>. For certain adult programs, program brochures outline special financial policies and associated tuition and fees for those programs. The University reserves the right to adjust rates at any time before the student incurs charges.

## Payment Policies

All charges are due at registration. Registration is not complete until business office approval is granted.

Checks for tuition and fees must be made payable to Faulkner University and must identify the student for whom the payment is made. Faulkner University accepts MasterCard, American Express, Visa, and Discover. Books and supplies must be purchased separately.

A fee is assessed at the maximum allowed by Alabama state law for each returned check. If a student has checks returned, subsequent payments must be in cash or money order.

Students may apply to defer a portion of their balance for each term. The remaining balance, after down payment and confirmed financial aid, may be divided into equal installments. For certain adult programs, special deferred payment arrangements are outlined in the program brochure. In order to defer payment, students must do the following:

- Make the required down payment due at registration.
- Maintain a satisfactory credit record.

A deferment fee is assessed for those students permitted to defer payment.

A late payment fee is assessed for each late payment.

Students who are delinquent with payments may not be allowed to continue in classes or register for future classes. Once a student separates from Faulkner University with an unpaid balance, his or her account is considered in default.

### *Third Party Reimbursement*

#### *Funds Paid Directly to the University*

Students whose accounts will be paid directly to the University by a third-party sponsor, such as a company, church, the military, or other organization, must submit acceptable written commitment to the University. The University may defer payment of the reimbursement amount until funds are received from the third party. Any amount not covered by the third party must be paid by the student. A deferment fee will be charged. If the student's bill remains unpaid contrary to terms of the third-party agreement, continued enrollment may be delayed until suitable arrangements are made. The student is ultimately responsible for the timely payment of the account. If funds are not received on time, the student is responsible for remaining balance due.

#### *Funds Paid Directly to the Student*

Students whose accounts will be paid directly to the student must follow the guidelines for deferred payments listed under Payment Policies in this catalog. A deferment fee is charged. The student must remain current in order to remain enrolled. The student remains responsible for all charges associated with attending Faulkner.

### *Past Due Balances*

Any outstanding balance from a previous term must be paid before enrolling for the next term. Delinquent accounts may be placed with a collection agency and are subject to legal action. If, after a student leaves Faulkner, an obligation is due that requires an outside collection agency, the responsible party agrees to pay the collection agency fees, court costs, and attorney fees for collecting the balance.

### *Course Change Charges*

Students must add or drop courses according to University academic policies. A course change fee is charged for each add or drop transaction. In the event the student incurs additional charges through adding of classes or through other adjustments, the resulting

additional balance due must be paid immediately or in accordance with the deferment arrangement approved for that student.

### *Refund Policies*

Tuition refunds are made in accordance with the schedule below only after the student notifies the Registrar's Office of his/her intention to drop or withdraw. If room or board charges apply, these charges will be based on the prorated period of occupancy during each term of residency. All other fees and charges are non-refundable. If charges have been paid by check, refunds are not made until the check has cleared the bank. In addition, refunds are not made until the conclusion of the published refund period as described in the Refund Schedule below.

### *Refund Schedules*

Change of course or drop fees are assessed on the first day of class.

Registration is considered a contract binding on the student. If the student officially notifies Faulkner University of withdrawal, the withdrawal date is the date, as determined by the University, that the student began the withdrawal process or otherwise provided official notification to the Registrar's Office in writing of his/her intention to withdraw. If withdrawal results from misconduct, the institution is under no obligation to make any refunds. Scholarships will be adjusted at the same rate tuition is refunded. No combination of awards, however, may result in a refund of more than 100% of student's total charges.

Students receiving financial aid should consult with the Financial Aid Office concerning the possible effect of withdrawal or change in course load. Any remaining balance on account must be paid at the time of withdrawal or dismissal.

### *Security Interest in Student Records*

Diplomas, grades, transcripts, or other reports are not released until all accounts, current or otherwise, have been settled in agreement with University policy as outlined above. Faulkner University retains such documents as security for these obligations until they are satisfied.

### *Refund*

<b>Drop/Withdrawal</b>	<b>Refund</b>
Through the 7th day* from start date of term	100% less \$110

Through the 10th day* from start date of term	50%
After 10th day* from start date of term	0%

\*calendar days



# FINANCIAL AID

The financial aid offered by Faulkner University consists of a combination of federal, state, and institutional funds designed to help students cover their cost of education. Institutional scholarships may be available to those eligible full-time students who apply early and meet certain qualifications. Students should talk with their admissions counselor concerning the availability of scholarships and the qualifications. Under no circumstances may institutional aid be awarded beyond the amount needed to satisfy the student's account. Financial aid is awarded based on availability, so apply early and secure your financial aid for the upcoming school year.

## **Policy for Awarding Aid**

Federal and state funded awards are governed by applicable government regulations. The majority of federal aid is based on financial need with the exception of unsubsidized direct loans. State aid is awarded to all eligible state residents. Also, members of the Alabama National Guard may be eligible for Alabama National Guard Educational Assistance Program funds. Students must begin attendance in all courses for which they are registered to establish financial aid eligibility each term. Non-attendance in one or more courses may result in a reduction or denial of financial aid.

## *Financial Aid Entrance and Exit Interviews*

First time borrowers of Federal Direct loans must complete a Master Promissory Note and an entrance counseling document prior to applying for a Federal Direct Student Loan. Before graduation or transferring from Faulkner University, an exit interview form should be completed by all students who take out a Perkins and/or Federal Direct Loan. The maximum time that an undergraduate student may be eligible to receive Federal Title IV funds may not extend beyond 150% of the published length of his/her program of study. Some of the hours a transfer student earns at each institution may be included in calculating the timeframe toward

completion of a degree at Faulkner. Transfer students who have a large number of transfer credit hours should review their records carefully to anticipate any future problems with satisfactory progress.

### *Appeal Process*

Student aid recipients who have lost eligibility for financial aid may appeal in writing to the Director of Financial Aid if there are extenuating circumstances relative to their case. If denied by the Director of Financial Aid, they may then appeal to the Vice President of Enrollment Management. Students whose appeals are approved will be placed on Financial Aid Probation or an Academic Plan for their next term of enrollment.

<b>Hours Attempted</b>	<b>Cumulative GPA</b>	<b>Pace</b>
0-29	1.50	55%
30-59	1.75	60%
60+	2.00	67%

### *Satisfactory Progress Policy for Financial Aid Eligibility (Effective Fall Term 2011)*

1. Each student's academic record will be reviewed at the end of each semester. At the time of review, the student must meet the standard in the table above that matches his/her total hours attempted.

2. The cumulative GPA used for the purpose of this policy will be the Faulkner GPA as recorded on the student's transcript in Regent.

3. Pace is determined by dividing total hours earned by total hours attempted.

4. Hours earned will include all hours recorded in Regent as earned, including transfer credits.

5. Attempted hours will include all hours appearing on the student's record in Regent as attempted, including transfer credits. This includes all letter grades, W's, I's, FA's and any other course for which the student was charged and began attendance, regardless of whether the student received any financial aid for such courses.

6. A student enrolled in an undergraduate program will not be allowed to attempt more than 150% of the published length of the program measured by the credit hours required for that program.

7. A student who fails to meet Satisfactory Academic Progress (SAP) may be placed on Financial Aid Warning for their next term of enrollment. During that term the student will still receive all of the Financial Aid for which they would otherwise be eligible. The University

reserves the right to immediately place on Financial Aid Suspension any student who has shown little or no effort in attending classes or otherwise making academic progress.

8. After one term in Financial Aid Warning status, the student must be meeting SAP to continue to receive aid. Students who fail to meet SAP at the conclusion of one term of Financial Aid Warning will be placed on Financial Aid Suspension. Students on Financial Aid Suspension are ineligible for any Federal Title IV aid, including student loans, as well as the Alabama State Grant.

9. Students suspended from receiving Financial Aid may have their aid restored for future terms if they are found to be meeting SAP requirements after any term that follows their suspension.

10. Students may appeal their suspension status by completing the Financial Aid Suspension Appeal form and sending it, along with appropriate documentation, to the Director of Financial Aid.

11. If a suspension appeal is granted, the student may be placed on Financial Aid Probation for one term. During that term the student will receive all of the Financial Aid for which they are eligible. At the option of the University, the student whose suspension appeal is granted may be placed on an academic plan for one or more semesters. Such a plan would include specific targets for GPA and Pace that must be met at the conclusion of each semester in order to receive aid.

### *Satisfactory Progress Policy for Institutional Financial Aid*

For institutional scholarships, the academic year consists of fall and spring semesters. A student's record is reviewed after the spring semester only.

However, a request for financial aid probation for one term can be requested by the student in writing and must be approved by the Vice President of Enrollment Management.

### **Return of Title IV Funds Policy**

This policy only relates to the students who totally withdraw from school.

If the student officially notifies Faulkner University of his/her withdrawal, the withdrawal date is his/her last date of attendance. If the student drops out without notifying Faulkner University, then the student's withdrawal date is his/her last date of attendance.

In order to determine whether Title IV funds must be returned, Faulkner must first determine the percentage of the payment period the student completed. If the student completed more than 60% of the period, then he or she earned 100% of the aid for the period. If the student completed less than 60% of the period, then the percentage of the period completed is the percentage of aid earned. The percentage is determined by dividing the days



attended in the period by the total days in the period, excluding scheduled breaks of at least 5 days in length.

From this percentage, the University determines how much Title IV aid has been earned for the period and the University retains this amount. The remaining percentage (unearned) of Title IV aid is returned to different federal programs. The earned aid is determined from all awarded aid for which the student established eligibility as of the withdrawal date and which may be late disbursed under cash management and program regulations. Once the school's share of earned funds is determined, then the student must return the difference between the amount of earned aid and the amount that Faulkner University must return.



# ADMISSION & ENROLLMENT

## General Admission Requirements

All students who apply to Faulkner University must be of good character and must be willing to respect and uphold the values and ideals of the University, including conforming to its code of conduct. Faulkner reserves the right to deny admission to those whose previous actions could be interpreted to mean that they are not of good character, that they will not respect and uphold the values and ideals of the University, including its code of conduct. Faulkner also reserves the right to deny admission to those who, in its sole judgment, may pose a threat to the safety or well-being of the campus community or whose admission creates the risk of disrupting the educational and spiritual atmosphere the University is endeavoring to create. Faulkner University also reserves the right to revoke the admission of anyone who has either misrepresented or failed to fully disclose facts which would have a bearing on these issues.

## Admission to Traditional Programs

Regular undergraduate admission is granted to qualified high school graduates who score 18 or above on the American College Test (ACT) or 940 (M+V) or above on the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board. Applicants who have been out of high school for at least five years are not required to submit an ACT or SAT score. A qualified high school graduate is one who has completed a minimum of 15 units (three in English; nine in such academic subject areas as mathematics, science, social science and foreign language; and the remaining three in other courses) with a C average. Applicants who have not completed high school may be admitted if they have a General Education Development Test (GED) Certificate.

Those applicants who qualify for admission are accepted without regard to race, religion, gender, handicap, or national origin. All students who apply to Faulkner University must be willing to uphold the values and ideals of the University.

Prospective students and their parents are invited and encouraged to visit the campus. Campus tours, class visitations, and conferences with professors may be arranged at the convenience of visitors.

The Admissions Office for traditional programs is open weekdays 8:00am-5:00pm and at other times by appointment. For further information concerning admission to Faulkner University, contact the Director of Admissions, Faulkner University, 5345 Atlanta Highway, Montgomery, Alabama 36109-3398, or at 334-386-7200 or 1-800-879-9816, or by email at [admissions@faulkner.edu](mailto:admissions@faulkner.edu).

### *Conditional Admission*

Applicants who do not meet general admission requirements, but who are judged to have potential for success, may apply for conditional admission.

### *Admission of Home School Students*

Students who fulfill high school requirements through home schooling must satisfy all admission standards set by the University (i.e. ACT/SAT scores, high school units, etc.). Home school transcripts should be certified by the home school covering administrator.

### *Dual Enrollment for High School Students*

Qualified high school students may enroll in approved University classes concurrently with their high school enrollment. To qualify, a student must be at least a high school sophomore, have a cumulative 3.0 GPA or an ACT composite score of 22, and must submit a letter of recommendation from a high school counselor, principal, or home school group leader.

### *Admission of Transfer Students*

Faulkner University admits students who wish to transfer from other accredited colleges and universities. The transfer applicant must not be under suspension for any reason from another college. Official transcripts from all schools attended must be received directly from the institution by Faulkner University. Students with less than 24 earned semester hours must also submit an official high school transcript and official ACT or SAT score. Specific information on the transfer of credits may be found in the section on Academic Standards. Prospective transferees should contact the Admissions Office for assistance in facilitating a smooth transfer. Prospective transferees from an Alabama Community College should consult the Statewide

Transfer and Articulation System (STARS) for Faulkner's degree program specific transfer agreements with Alabama's Community Colleges.

### *Readmission of Former Students*

Students who have not attended Faulkner University for five years or more must reapply through the Admissions Office. Former students who return after shorter absences need not reapply. They may begin the registration process by contacting their academic advisors. The Registrar's Office can help former students identify their academic advisors. Returning students must submit official transcripts from any schools attended during any absence from Faulkner. The transcripts must show the student to be in good standing. Students returning after an absence of one academic year will be governed by the academic programs and degree requirements in the current catalog.

### *Readmission/Reinstatement of Uniformed Services Members*

A student whose absence from Faulkner University is necessitated by reason of service in the uniformed services and who provides the requisite documentation of eligibility may be readmitted to Faulkner University under the terms of the Higher Education Opportunity Act and will return with the same academic status as when last in attendance. Students separating from the military, and not eligible for readmission under the terms of the Higher Education Opportunity Act, may seek readmission to the University under the academic policies applicable to all students. It is the intention of the University to afford all veterans eligible for readmission under the terms of the Higher Education Opportunity Act assistance in completing their education. To apply for reinstatement under the Higher Education Opportunity Act, contact the Office of the Registrar at any campus or center.

### *Admission of Transient Students*

Transient status is available to students regularly enrolled, in good standing, at other colleges and universities who desire to attend Faulkner University for one term. Transient students must bring official forms from the Registrar's Office of the institution in which the student is regularly enrolled. This form must state that the student is in good standing and has permission from the other school to study as a transient student at Faulkner.

### *Admission of Non-Degree Track Students*

Individuals who do not wish to work toward a degree from Faulkner University, or who wish to take courses on a non-credit basis, may apply for admission as special students. It is possible for one to apply and be admitted to a degree program after a period of enrollment as a special student, but work done for non-credit will not normally be accepted for credit. Arrangements must be approved by the Vice President for Academic Affairs or the Registrar to receive credit.

### *Steps in the Admissions Procedure for Traditional Programs*

To gain admission to Faulkner University, applicants must have on file the following:

1. Application Form - This form may be obtained from the Admissions Office or at [www.faulkner.edu](http://www.faulkner.edu).
2. Fees - All applications must be accompanied by a nonrefundable application fee and housing reservation fee if University housing is requested.
3. Personal References - At least two letters of recommendation from non-family members should be submitted to the Admissions Office. The completed reference forms should be returned to the University by the evaluator.
4. Transcripts - Applicants must request that official copies of their high school transcript be sent directly to the Admissions Office. Transfer students must have official transcripts sent by the Registrar from each college/university previously attended. Transfer students who have earned 24 or more semester hours in substantive academic courses are not required to submit a high school transcript.
5. ACT or SAT Score – Applicants with fewer than 24 transfer credits must submit official ACT or SAT score reports.

### *Steps in the Admission of International Students*

Faulkner University welcomes international students into our traditional program. Many international students find our campus to be a comfortable environment where transition into a new culture is a wonderful experience. International students must complete the following steps for applying to Faulkner University:

1. Complete an application for international student admission online. The total extra cost for international students are limited to the \$50 application fee, a \$150 international processing fee and a \$250 international repatriation fee, (all non-refundable) and may be paid online via Peer Transfer.
2. Complete the affidavit of support (I-134) form, a current bank statement indicating financial ability to be supported throughout your time at Faulkner, and submit all supporting documentation.

3. Provide a recommendation letter from your previous (or current) school. If you are transferring to Faulkner University from another United States college or university, you and the Designated School Official (DSO) from your current school must complete the transfer form available on-line.

4. Provide certified, translated transcript(s) of previous education training from all schools outside the United States. Copies of all transcripts must be sent directly to the Director of International Programs at Faulkner for Certification, or transcripts can be certified through either Lisano International or World Education Services for a fee. Students should request the document-by-document report for the high school diploma/completion certificate and the course-by-course report for college transcripts through these agencies.

5. Provide acceptable documentation of English proficiency on a standardized test. Students from countries where English is not the native language are required to take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) examination. Official TOEFL or IELTS score reports are required for admission to the Undergraduate and the Graduate programs and may be ordered from Educational Testing Services (ETS) or IELTS. The code number for Faulkner University is 1034. The minimum TOEFL and IELTS requirements for admission are:

#### **Minimum TOEFL Requirements for Admission**

<b>Program</b>	<b>Paper-Based</b>	<b>Computer-Based</b>	<b>Internet-Based</b>
Undergraduate	500	173	61
Graduate	500	200	70

#### **Minimum IELTS Requirements for Admission**

Undergraduate	5.0
Graduate	5.0

6. The international student processing fee of \$150.00 US and a \$50.00 international student application fee must be received prior to the issuance of an I-20.

#### *Application Review*

Faulkner will review the materials and consider the request for admission after international students complete the application steps described above (Faulkner Application Form, affidavits, recommendations, transcripts, documentation of English proficiency/standardized test, and deposit). If the review determines that the applicant has met

the institution's admission requirements for international students, then Faulkner will send a letter of acceptance to the student and issue an I-20. The I-20 will allow the student to interview for the visa. The actual time that individual students are allowed to remain in the U.S. will vary.

Prospective and current international students are responsible for staying informed of the United States Department of Homeland Security regulations for the International Student and Exchange Visitor Program (SEVP). It is the student's responsibility to obtain a visa, file the I-901 form and pay the mandatory SEVIS fee, and make any necessary travel arrangements.

Please direct any questions or comments to [admissions@faulkner.edu](mailto:admissions@faulkner.edu).

### **Admission to Adult Programs**

Regular adult undergraduate admission is granted to qualified high school graduates who are at least 24 years of age. A qualified high school graduate for adult admission is one who has completed a high school curriculum and received a regular high school diploma, or has a General Education Development (GED) Certificate. Admission for adult students is handled by the Graduate and Adult Enrollment Office.

### *Admission of Student Athletes in Online / Executive & Professional Programs*

Faulkner University recognizes that student athletes play an important role in representing the University and shaping the traditional campus culture. For this reason, Faulkner University student athletes are restricted from enrolling in the institution's fully online and on ground executive and professional undergraduate programs. Student athletes are not, however, restricted from registering for online courses as part of the general education curriculum or fully online graduate programs.

### *Admission to Executive and Professional Programs*

Admission to Faulkner University is dependent upon previous education, character, and the desire to attend a Christian university. Those applicants who qualify for admission are accepted without regard to race, religion, gender, handicap, or national origin. All students who apply to Faulkner University must be willing to uphold the values and ideals of the University.

Applicants for admission to the Executive Bachelor of Business Administration (BBA), Executive Bachelor of Science in Business (BSB) Human Resource Management (HRM), and Bachelor of Science in Criminal Justice (BCJ) programs must meet the specific admission requirements as described elsewhere in this catalog. Application for admission to these programs is made through the Graduate and Adult Enrollment Office.

## Orientation (Welcome Week)

Welcome Week provides new students with knowledge of Faulkner and university life to begin the path to intellectual, moral, spiritual, physical, emotional, and social growth and development. Welcome Week emphasizes and introduces new students to the skills for success in academic life, student life, and religious life. Welcome Week also provides new students opportunities to forge friendships with other new students and student mentors. Welcome Week is led by faculty members so new students become acquainted with the instructors and advisors they will have at Faulkner.

The University's orientation program is comprised of Faulkner Foundations (FAF 1111) and Faulkner Foundations-Transfer (FAF 2111).

All entering full-time students on the Montgomery campus who have completed fewer than 13 semester hours must complete the University's orientation program during the first semester of enrollment. Students who earn credit by examination are not exempt from this orientation.

Transfer students with more than 12 semester hours are required to attend Faulkner Foundations-Transfer.

### *Faulkner Foundations*

This one-semester-hour class is required of all incoming freshmen. Transfer students with less than 12 hours are also required to attend. Faulkner Foundations is offered in an eight-week session during the student's first semester of his/her freshman year.

Faulkner Foundations topics include the phases of college life, academic course planning, scheduling, academic policies and procedures, University policies and procedures, and an introduction to Faulkner's spiritual formation program. Students also learn about student and academic organizations on campus, service projects, clubs, student association, and other activities and opportunities for involvement at Faulkner.

### *Faulkner Foundations-Transfer*

Faulkner Foundations-Transfer is a one-semester-hour class required of all transfer students who enter Faulkner University with 13 or more hours. Faulkner Foundations-Transfer is a comprehensive initiative to assist transfer students in their adjustment to and success at Faulkner. Faulkner Foundations-Transfer promotes the overall orientation to Faulkner University and engagement in the Faulkner experience. Topics include an introduction to Faulkner's mission, vision, core values and conceptual framework; an introduction to the



services, procedures and processes of Faulkner University; an introduction to the Faulkner campus and resources; and an introduction to Faulkner's spiritual formation program.

## **Academic Placement**

### *Placement Testing*

Upon entering Faulkner University, all incoming students will be given a Biblical Literacy Test for placement in Bible classes. All students in traditional programs who do not meet the University's general admission standards must take a placement test in English (writing). All students entering traditional programs are placed in math courses based upon their ACT/SAT math scores but may choose to take the math placement test as a means of improving math placement. The purpose of the tests, as the name suggests, is to provide guidance in placing students in the proper courses according to their needs. Recommendations will then be made, according to the scores, as to which course the student must take in these areas. If developmental courses are required, the student must take these courses the first semester of college studies. The student will not be allowed, under any circumstances, to enroll in any higher level English or math course until satisfactory completion of the lower level course has been attained. Any student who fails to take the placement test will be automatically placed in developmental course(s) in that area. Students may take placement tests only one time. Exceptions will only be made with the approval of the Dean of the College of Arts and Sciences. Placement tests will be given prior to registration in the fall and spring semesters and only with special permission may they be taken during the first week of the semester. Placement tests must be taken before a student will be allowed to register for classes.

### *Developmental Studies*

The developmental studies program is made up of special courses designed to strengthen critical areas identified as needing support as determined by Faulkner's placement tests. These tests are given at the beginning of the student's initial semester at Faulkner University. The primary objective of this program is to enhance the chances for academic success in the University experience. A student taking more than one developmental class in a semester may take no more than 13 semester hours credit. Required courses of developmental studies are as follows.

1. A student needing two developmental courses will enroll in EH 0301 or 0302 Fundamentals of Reading and Writing, MH 0305 Fundamentals of Algebra, a Bible course, and FACE 1300 College Edge. First semester freshmen must also register for Faulkner Foundations.

2. A student needing only one developmental course will enroll in the prescribed course, a Bible course, and other courses as determined by the academic advisor.
3. A student failing to pass a developmental course with a grade of C or above must take the course again the next semester and every semester thereafter until passing each course with a C or above. Developmental courses (those beginning with 0) are for institutional credit only and will not satisfy the graduation requirements for any degree program.

### *Registration*

Registration dates are announced on the official Academic Calendar and on the University's website. New students register during summer orientation or on the two business days before classes begin. Returning students pre-register each semester for the following semester, or on the two business days before classes begin. Students who register late will pay a late registration fee. Students may not register after the fifth business day of each term.

### *Course Numbers*

The University uses a four-digit course numbering system. The first digit shows the level of the course, the second digit shows the semester hours of credit, and the last two digits identify specific courses. For example, BI 1311 is a freshman level course that carries 3 semester hours of credit. BI 2202 is a sophomore level course that carries 2 semester hours of credit. The basic unit of credit is the semester hour. One semester hour of credit represents 750 minutes of instructional contact time.

### *Course Load*

A student must be enrolled in 12 semester hours each term to be classified as a full-time student. Only full-time students are eligible for honors or scholarship assistance during that semester. A student on academic probation may not register for more than 15 credit hours except with the approval of the appropriate college Dean. A student with less than a B average (less than 3.0 GPA) may not register for more than 18 hours except with the approval of the appropriate college Dean. A student with a B average (3.0 GPA or above) may register for a maximum of 19 hours.

### *Audits*

Students may audit courses with the consent of the instructor and the Dean of the respective school and upon payment of an audit fee. This fee is not refundable for any reason. Audit status may be changed to credit status only within the first four weeks of the semester and upon payment of the difference between the audit fee and the regular tuition.

### *Seminars*

A seminar may be offered by an appropriately qualified faculty member if approved by the Dean of the appropriate college or school of the University. A request for a seminar may be initiated by a qualified faculty member or a student, but it must enroll a minimum number of students specified by the appropriate Dean for the class to be offered. The proposal for the seminar, stating its full particulars, must be submitted to the appropriate Dean on a form available from that Dean's office.

### *Independent/Individual Studies*

Students make the request to the respective Dean of the college (Arts and Sciences, Bible, Business, or Education.)

Independent/Individual Studies (IS) are normally available only to seniors who need the course for graduation from Faulkner University. Independent Studies are not available for transient students. Only under extreme circumstances/emergencies will IS be granted to anyone with less than senior standing.

Requirements for an IS to be acceptable are: the course will not be offered the semester prior to the date of graduation; or a course is not offered during its regularly scheduled cycle due to other events; or the scheduled course conflicts with another required course.

The student must be enrolled for no more than 18 hours including the Independent/Individual Study. If a student needs 21 or more hours, the student's schedule should be broken into a two-semester schedule.

The instructor for the IS must be an approved/qualified faculty member of Faulkner University.

An official syllabus must be used to teach the class that should mirror the requirements of a full semester based class. If a student is failing the class by mid-term, a grade must be turned in to the Registrar's office.

No student will be allowed to take more than 6 hours of Independent/Individual Study in his/her total degree program. The only exceptions would be for extreme emergency cases and approval must be gained from the Vice President for Academic Affairs (VPAA) office.

Every IS must have the signature of the Dean of the college (Arts and Sciences, Bible, Business, or Education) and of the supervising faculty member.

Before the IS can be started, a copy of the IS agreement and syllabus must be filed in the VPAA office.

Under no circumstances shall fees be waived for an IS except for misadvising on the part of Faulkner faculty/staff. Request for fee waiver must be made to the Vice President for Academic Affairs. Fees can only be waived by the VPAA.

## **Changes in Class Schedules**

### *Additions to Class Schedules*

In order to add a class to a schedule, a student must complete an Add Form and have his/her advisor sign. The student must take this form to the Registrar's Office before the fifth day of the semester. A fee is charged for each Add Form processed, except in the case where the student must choose another class due to the cancellation of a class for which the student had been registered.

### *Withdrawals from Classes*

A student may drop a course or withdraw from school (drop all courses) without academic penalty through the date identified in the Academic Calendar of each program as the "last day to drop a class with a W." During this period of time a student may drop a course by completing a Drop Form and securing the appropriate signatures. Drop Forms are available in the Registrar's Office and must be returned before the time noted above. A student withdrawing from school (all courses) must obtain a Withdrawal Form from the Registrar's Office and must secure all signatures indicated on the form. All drops/withdrawals after the published "last day to withdraw with a W" will result in a grade of F which will adversely affect the grade point average. A student has not officially withdrawn from a class or from school until the proper forms have been filed with the appropriate offices. In addition, tuition is charged or refunded according to the appropriate program Refund Policy in this catalog. A student will not be permitted to drop a class without academic penalty if the student has been awarded an "F" for academic dishonesty or unacceptable classroom behavior or if a student is under investigation for such problems and a sanction is pending.



# ACADEMICS

## **Class Attendance**

### *Attendance Policy for Traditional Classes*

Regular class attendance by all students is a requirement of the University. Class attendance is an academic matter and excessive absences result in academic penalty. A grade of FA (failure due to lack of attendance) will be recorded for any class in which the student's absences exceed 25% of the total class meetings for that course. All absences for whatever reason count toward the 25% rule. Instructors may allow students to make up work missed because of a serious illness of the student or because of a death in his/her family. Students who are absent because they are away from campus to represent the University may make up work only if a Travel Letter is authorized for a sanctioned University event. When a student is allowed to make up a specific test or assignment because of an absence, the absence still counts toward the 25% rule. Any exceptions to this rule must be approved by the appropriate academic unit.

### *Online Attendance Policy*

For online classes, attendance is determined by participation in the course. Simply logging on to a learning management system (e.g., Blackboard, vCamp360, Google Sites) does not count as participation. Students must participate in an academically related activity. This includes participating in any assigned activity, completing interactive tutorials or interactive, computer-assisted instruction, or discussing the course's subject matter (e.g., online with other students, by email with the instructor). Please see the [Online Attendance Policy](#) for more information.

## **Grades and Grade Point Averages**

The following symbols (grades) in the chart below are used to record the achievement and quality of the work of students in each course:

## Grades and Grade Point Averages

### Grade Symbols Calculated in GPA and Quality Points Per Hour

	Scale	Significance	QP
A	90+	Excellent or Outstanding	4
B	80-89	Good or Superior	3
C	70-79	Satisfactory or Average	2
D	60-69	Low Passing	1
F	Below 60	Failure	0
FA	Below 60	Failure for Attendance	0

Unless syllabus specifies otherwise, the scale in this chart is the understood University scale.

### Grade Symbols Not Calculated in GPA

	Significance
I*	Incomplete
W**	Withdrawn
P	Passing, no reference to achievement
AU	Audit
S	Satisfactory
U	Unsatisfactory

\*The grade of I (Incomplete) indicates that some requirement of the course is not yet complete. It is only given for reasons which have been unavoidable in the judgment of the instructor. In such cases the instructor will give the student instructions and deadlines for completing the course. An I which has not been changed to a permanent grade by the last day of classes of the following term automatically becomes an F. It is the responsibility of the student to initiate steps with the instructor to have an I changed before this deadline.

\*\*The grade of W (Withdrawn) is given only when a student withdraws before the announced withdrawal deadline. Those who withdraw after the announced deadline will receive grades of F.

### *Appealing a Final Grade*

If a student does not understand the reason for a grade, it is the student's responsibility to consult the instructor of the course about the grade. If after such consultation the student does not agree with the basis on which the grade was assigned, the student may initiate an appeal according to the procedures given below using the [Academic Student Complaint Form](#). The burden of proof will rest with the student. There are four stages of appeal available to a

student and they must be followed sequentially. Stages Two through Four must be completed during the term immediately following the term in which the grade was assigned unless an extension is authorized by the Vice President for Academic Affairs. At the completion of each stage of the appeal, the student is to be notified of the decision in writing.

- Stage One: An appeal must be initiated within 14 working days after the posting of grades for the term for which the grade was awarded. The student should petition the instructor in writing, giving salient reasons for the grade appeal. The student should retain a copy of the written appeal for personal records.

- Stage Two: If the student is not satisfied after review by the instructor, the student shall consult the department chair or appropriate director and submit a copy of the written appeal. The department chair or director will attempt to resolve the grade appeal. The chair will meet with the instructor and may consult with other persons who have relevant information (if the instructor is also the chair of the department, the appeal will proceed directly to the dean).

- Stage Three: If all efforts to resolve the grade appeal at the departmental level are unsuccessful, the student may submit the written appeal to the Dean of the appropriate college. The Dean will examine the appeal and other pertinent materials submitted by the student. The Dean will meet with the instructor and also may request from the instructor materials deemed relevant. In an attempt to resolve the grade appeal, the Dean may interview the student, instructor, and others who may have pertinent information (if the instructor is also the dean of the college, the appeal will proceed directly to the VPAA).

- Stage Four: If all efforts to resolve the grade appeal at the college level are unsuccessful, the student may submit the written appeal to the Vice President for Academic Affairs (VPAA). The VPAA will examine the appeal and other pertinent materials submitted by the student. The VPAA will meet with the instructor and also may request materials deemed relevant. In an attempt to resolve the grade appeal, the VPAA may interview the student, instructor, and others who may have pertinent information.

### *Grade Point Average*

A student's grade point average (GPA) is determined by dividing the total quality points earned for a term by the total quality hours earned in the same term. Term GPA, Faulkner cumulative GPA, and all-schools (overall) cumulative GPA are recorded on the permanent academic record. These averages are used to determine term honors, academic probation and suspension, renewal of academic scholarships, and eligibility for degrees.

### *Retaking Courses*

Students may retake courses to improve grades, paying full tuition costs, and after consultation with the academic advisor. When a course is retaken the last grade earned is the grade used to calculate GPA. The previous grade remains on the transcript, but is not used to calculate GPA. The exception to this rule is a grade of W which carries no credit.

## Transfer Credit

Students transferring from regionally accredited colleges and universities may transfer credit under the following conditions.

1. The school that awarded credit must mail official transcripts directly to Faulkner University.
2. A transfer student's Faulkner transcript will show credit for courses transferred according to the regulations below. A transferred course that is equivalent to a course in the student's curriculum at Faulkner will satisfy the equivalent degree requirement. Other transfer credits may also appear on the transcript, even though they do not satisfy specific degree requirements. Students planning to transfer from Alabama Community Colleges should consult appropriate matriculation agreements for guidance in planning their course of study for transfer to Faulkner.
3. The grade for any transferred course must be a D or better, except as follows:
  - a. Faulkner only accepts a C or better for English Composition I (EH 1301) and English Composition II (EH 1302).
  - b. Students may not transfer D credit in a course required for their majors. (Transfers from Alabama Community College System are allowed certain exemptions to this limitation. Please consult the STARS plan for details.)
  - c. A student may request the approval of the appropriate college Dean for transferring particular courses with grades of D if the student transfers with an overall GPA of 2.0 or better. (A dean's approval only applies to courses in that dean's college.)
4. Students may transfer no more than 68 semester hours from two-year institutions.
5. Transfer students must earn credit in residency at Faulkner as follows.
  - a. Students must earn a minimum of 25% of all coursework at Faulkner to receive associate's degrees.
  - b. Students must earn a minimum of 25% of all coursework at Faulkner to receive bachelor's degrees.
  - c. Students must earn 60 hours at the senior college level to receive bachelor's degrees.

A student already enrolled at Faulkner University may take a course at another institution and transfer that credit to Faulkner University under the following conditions.



1. The student must have a cumulative Faulkner grade point average of 2.0 (C).
2. The student must obtain written permission from the dean of the respective school prior to taking the course.
3. Grade points for courses taken at other institutions will not be used to compute the student's Faulkner University cumulative grade point average unless the course is taken as part of the cross-enrollment agreement with another school. (See below.)

### *Non-traditional Credit*

#### *Credit from Schools without Regional Accreditation*

Faulkner University does not accept credit from institutions not accredited by the Commission on Colleges of a regional accrediting agency such as the Southern Association of Colleges and Schools (SACS). Exceptions may be made for transferees from institutions with whom Faulkner University has negotiated special matriculation agreements.

Credit may be accepted from schools recognized by other accrediting agencies, including the Commission on Vocational and Technical Schools of SACS, according to the following policies:

1. A student may transfer no more than 15 semester hours from such schools.
2. A student must earn at least a 2.0 GPA on the first 12 Faulkner hours for such transfer.
3. A student may be required to take examinations to validate such credit.
4. A student must have a dean's approval for such credit to meet requirements of a major.

#### *Credit for Standardized Tests and Experiential Credit*

A maximum of 60 hours of credit earned by CLEP/DANTES, military service training, and extra-institutional learning may be accepted in fulfillment of the requirements for the bachelor's degree. (A maximum of 20 hours may be accepted from CLEP/ DANTES; a maximum of 15 hours from technical colleges.) Military educational experiences are evaluated in keeping with the recommendations of the Office of Educational Credits and the Guide to Evaluation of Educational Experiences in the Armed Services. Credits for CLEP classes are awarded in keeping with the recommendations of the Commission on Educational Credits of the American Council on Education. The student should contact the dean of the appropriate college to ascertain the Faulkner course(s) for which they will be granted credit. Faulkner University also grants credit for courses successfully completed in the Advanced Placement Program of the College Entrance Examination Board. Unless otherwise indicated by policy, for scores of 5, 4, and 3, the semester

hours of credit awarded for AP are those allowed for the corresponding freshman course(s) at Faulkner University.

## **Academic Standing**

### *Classification of Students*

- Dual Enrolled Students: Superior students taking university courses while still in high school.
- Freshmen: Students who have earned 0 - 29 semester hours of credit.
- Sophomores: Students who have earned 30 - 59 hours of semester credit.
- Juniors: Students who have earned 60 - 89 semester hours of credit.
- Seniors: Students who have earned 90 or more semester hours of credit.
- Non-Matriculating Students: Students not working toward a degree at Faulkner University, including transient students or noncredit students.

Each student has the right to continue an education at Faulkner University as long as there is satisfactory academic progress and compliance with the regulations of the University. The student's academic progress is measured in terms of cumulative Faulkner grade point average which is computed at the end of each term. To remain in good standing academically, a student must attain a cumulative Faulkner grade point average as follows:

- A freshman must maintain a GPA of at least 1.5.
- A sophomore must maintain a GPA of at least 1.75.
- A junior must maintain a GPA of at least 2.0.
- A senior must maintain a GPA of at least 2.0.

### *Academic Probation and Suspension*

A student who fails to meet the cumulative Faulkner GPA standards above is placed on Academic Probation, warning that a second consecutive term with a GPA below the standard above results in Academic Suspension. Academic Suspension means a student may not enroll for one full term. However, no student, regardless of cumulative GPA, will be suspended at the end of any term in which he attains a GPA of 2.0 or higher. A student may be reinstated after one term of suspension, but remains on probation. If the student does not meet the GPA standard above during the first term of reinstatement, the student is placed on Second Academic Suspension. A student on Second Academic Suspension may not enroll for the next two semesters, and reinstatement after that time is at the discretion of the Admissions Committee, the Dean of the respective College, and the Vice President for Academic Affairs.

## Academic Honors

For full-time students, term grade reports and transcripts will recognize exceptional academic accomplishment as indicated in the charts below. Graduation honors calculate both grades for courses taken elsewhere, as well as grades for courses taken at Faulkner

### Per Term Honors

President's List	GPA 3.900 – 4.000
Dean's List	GPA 3.650 – 3.899
Honor Roll	GPA 3.500 – 3.649

### Graduation Honors

Summa cum laude	GPA 3.900 and above
Magna cum laude	GPA 3.650 – 3.899
Cum laude	GPA 3.500 – 3.649

## Grade Reports

Final grades are posted online and accessible only with student ID and password. Official notice of academic honors, probation, or suspension is indicated on students' transcripts. A confirmation letter may follow. Midterm and term grades are available online to students with password access.

## Program Offerings

UNDERGRADUATE OFFERINGS	
Degrees (and Programs)	Emphases/Tracks/Concentrations/ Cognate Areas
<b>Academic Affairs</b>	
B.S. in Interdisciplinary Studies	
<i>Executive/Professional</i>	
Bachelor of Interdisciplinary Studies	
<b>AL Christian College of Arts &amp; Sciences</b>	
<b>General</b>	
A.A. (Liberal Arts)	
A.S. (Liberal Arts)	
<b>Department of Social and Behavioral Sciences</b>	
B.S. in Counseling Psychology	
B.S. in General/Clinical Psychology	

B.S. in Forensic Psychology	
B.S. in Health & Rehabilitation Psychology	General
	Pre-Occupational Emphasis
B.S. in Industrial/Organizational Psychology	
B.S. in Sports Psychology	
B.S. in History	
B.S. in Social Science	
<b>Department of Computer Science</b>	
A.S. in Comp. & Information Science (CIS)	
B.S. in Computer Science	
B.S. in CIS	
B.S. in Informatics	-
<b>Department of Criminal Justice and Legal Studies</b>	
<i>Traditional</i>	
A.S. in Legal Studies (LS)	
B.S. in Criminal Justice	
B.S. in Legal Studies	
<i>Professional</i>	
Bachelor of Criminal Justice (BCJ)	
<b>Department of English</b>	
B.A. in English	
<b>Department of Fine Arts</b>	
BA in Music	Choral Track
	Instrumental Track
<b>Department of Humanities</b>	
B.A. in Humanities	
B.A. in Liberal Arts	
<b>Department of Mathematics</b>	
B.S. in Math	
<b>Department of Kinesiology and Exercise Science</b>	
B.S. in Sports Management	
B.S. in Physical Education	
B.S. in Exercise Science	
<b>Department of Science</b>	
B.S. in Biochemistry	
B.A. in Biology	
B.S. in Biology	
<b>College of Education</b>	
B.S. in Collaborative Education	
B.S. in Early Childhood Education	
B.S. in Elementary Education	

<b>Harris College of Business &amp; Executive Education</b>	
<i>Traditional Offerings</i>	
B.S. in Accounting	
B.S. in Business Administration	
B.S. in Management	
B.S. in Management Information Systems (MIS)	

<i>Executive Programs</i>	
Bachelor of Business Administration (BBA)	General
	Business Management Emphasis
	Logistics Management Emphasis
	Health Administration Emphasis
B.S. in Business (BSB)	Business Management Emphasis
	Logistics Management Emphasis
	Health Administration Emphasis
B.S. in Human Resource Management (HRM)	General
	Health Administration Emphasis
<b>V. P. Black College of Biblical Studies</b>	
B.A. Biblical Studies	Biblical Text Track
	Ministry Track
	Youth and Family Ministry Track

<b>GRADUATE OFFERINGS</b>	
Degrees (and Programs)	Emphasis/Tracks/Concentrations/Cognate Areas
<b>Alabama Christian College of Arts &amp; Sciences</b>	
M.A. in Humanities [Formerly Master of Letters]	History Emphasis
	Humanities Emphasis
	Literature Emphasis
	Religion Emphasis
Master of Justice Administration	
Ph.D. in Humanities	History Track
	Humanities Track
	Literature Track
	Philosophy Track
<b>College of Education</b>	
M.S. in Counseling	
M.S. in School Counseling	

M.A. in Teaching	
M.Ed.	Elementary Education
	Curriculum and Instruction
<b>Harris College of Business &amp; Executive Education</b>	
Master of Business Administration (MBA)	
M.S. in Management (MSM)	
<b>Jones School of Law</b>	
Master of Laws	
Juris Doctor	
<b>V. P. Black College of Biblical Studies</b>	
M.A. in Biblical Studies	
M.A. in Christian Ministry	
M.A. in Christian Counseling & Family Ministry	
Master of Philosophy	
Ph.D. in Biblical Studies	

### **Graduation Requirements for Associate's Degrees**

1. In the first month of the semester during which the student expects to complete the requirements for graduation, the student must file with the Registrar an Application for Graduation and pay a graduation fee.

2. The student must complete all the courses required under the Core Curriculum Component, unless a substitution is approved by the appropriate college Dean.

3. The student must complete an approved program of study, meeting all requirements listed for the program. Any exceptions must be approved by the Dean of the appropriate college.

4. The student must earn a 2.0 GPA or better on all work attempted at Faulkner University and on all work attempted within the major field of study.

5. The student must earn a 2.0 cumulative Faulkner GPA or better for a minimum of 60 semester hours for any associate degree program.

6. The student must complete at least 25% of the course work applicable to the degree with Faulkner University.

7. No more than one-half of the credit applied to any degree may be earned from extra-institutional programs such as the College Level Examination Program. Credits from these sources that exceed one-fourth of the degree must be recommended by the appropriate Dean. Some programs may not permit this much extra-institutional credit.

8. The student must complete an assessment of general education learning (currently the ETS Proficiency Profile) upon accumulating between 55 to 75 semester hours of credit.

9. No student may participate in graduation exercises who has not completed all degree requirements prior to the date of the graduation exercise. Exceptions granted by Vice President for Academic Affairs.

10. All of the above relate to fulfillment of academic requirements. Students must also ensure that all financial and other obligations are met prior to participating in graduation.

Failure to complete any of these requirements may result in denial of a student's application for graduation.

### **Graduation Requirements for Bachelor's Degrees**

1. In the first month of the semester during which the student expects to complete the requirements for graduation, the student must file with the Registrar an Application for Graduation and pay a graduation fee.

2. The student must complete all the courses required under the Core Curriculum Component for the degree program, unless a substitution is recommended by the appropriate college Dean.

3. The student must complete an approved program of study meeting all requirements for the program, with any exceptions approved by the Dean of the appropriate college.

4. At least one-half of the hours required for the major or area of concentration must be in upper-division courses.

5. Students receiving the Bachelor of Arts degree must complete two semesters in a college level foreign language.

6. The student must earn a 2.0 GPA or better on all work attempted at Faulkner University and on all work attempted within his or her major field of study. (This is a general rule. Some programs may require higher standards.)

7. The student must earn a 2.0 GPA or better for a minimum of 120 semester hours, including 42 hours in upper division (3000-4000) courses. (This is a general rule. Some programs may require higher standards.)

8. The student must complete at least 25% of the course work applicable to the degree with Faulkner University.

9. The student must earn at least 60 semester hours in a senior college or institution with an approved third-year program.

10. No more than one-fourth of the credit applied to the degree may be earned from extra-institutional programs such as correspondence or College Level Examination Program. Credits from these sources that exceed one-fourth of the degree must be recommended by the appropriate Dean and approved by the Vice President for Academic Affairs. Some programs may not allow this much extra-institutional credit.

11. The student must take all required standardized, comprehensive, or departmental tests.

12. The student must complete an assessment of general education learning (currently the ETS Proficiency Profile) upon accumulating between 55 to 75 semester hours of credit.

13. Candidates for the baccalaureate degree must take an Exit Exam in their major field during the semester they anticipate graduation, as prescribed by their department.

14. Students must also ensure that all financial and other obligations are met prior to participating in graduation.

Failure to complete any of these requirements may result in denial of a student's application for graduation.

### **Second Bachelor's Degree**

Rarely is it in the best interest of the student to work toward a second bachelor's degree. A student may find that it is advantageous to take courses in a second field at the undergraduate level, but if a second degree is sought, most often the student will find that a graduate degree is more advantageous and accomplished within a similar timeframe.

A student who has completed a bachelor's degree may, however, be allowed to receive a second bachelor's degree at Faulkner University provided he or she completes all requirements for the second degree and a minimum of 24 hours beyond the requirements for the first degree. The major for the second degree shall be distinct from that of the first. The second degree is not to be confused with a double major in which case only one degree is granted. Students are encouraged to meet with the Dean of the respective college before pursuing a second degree. Special requirements may apply for some degrees.

### **Minors**

The university requires a student to complete at least 18 hours in the minor discipline, with at least 6 of these hours in upper-division courses. Some minors, including Bible, require more than 18 hours. Consult the catalog section of the department offering a minor of interest for specific requirements.

### **Institutional Assessments for All Students and Programs**

Faulkner University has the following requirements for all students and programs:

Any student who has completed 55 to 75 semester hours of course work must complete an assessment of general education learning. Faulkner currently administers the ETS Proficiency Profile as the measure of general education learning.



Any student who completes a degree must complete an assessment of major field learning. The academic departments, in conjunction with the Center for Assessment, Research, Effectiveness and Enhancement, select the major field examination. The major field examination for a degree is embedded in a course required for that degree.

## **The Spiritual Formation Program and Faulkner University**

Faulkner's Spiritual Formation Program enhances the Institution's focus on her mission which is: "To glorify God through education of the whole person, emphasizing integrity of character in a caring Christian environment where every individual matters every day." The Spiritual Formation Program promotes the contemporary Christian mission of the service of faith and the promotion of equality and justice. The Spiritual Formation Program places a renewed focus directly on to the following basic commitments of the University.

**Commitment to Christ** – Faulkner University is, first and foremost, a Christian university. Its environment, its policies, and its practices reflect this primary commitment, to bring every thought and activity into obedience to Christ.

**Commitment to the Bible** – Faulkner University embraces the Bible as the inspired Word of God. Every aspect of the curriculum and every program or activity is consistent with biblical truth and practice.

**Commitment to the Individual** – Faulkner University acknowledges that every person is created in the image of God. Therefore, Faulkner emphasizes the importance of the individual. Faulkner University is a place where every person matters every day, and where education is directed to the whole person, with loving and caring attention to the formation of godly character within the student.

Faulkner University's Institutional Conceptual Framework encompasses three complementary elements which function in an additive process: Intellect + Character + Service (or I + C + S)—to create the Faulkner Experience.

The Institutional Conceptual Framework's elements are defined as follows:

*Intellect* symbolizes the knowledge and skills acquired in academic pursuits.

*Character* symbolizes the dispositions nurtured in spiritual development.

*Service* symbolizes the actions of contemporary Christians flowing from Intellect and Character.

### *Service Learning*

Faulkner University's curriculum is grounded in Christian values. As a result, Faulkner focuses on the spiritual formation of the whole person. To facilitate this Faulkner provides a series of courses to foster engagement in service learning across the University. All students

enrolled in a traditional degree program are required to complete the Experience in Service Learning series of courses (FASL 1090; FASL 2090; FASL 3090; and FASL 4190). Transfer students will be placed in the appropriate level of the FASL series based on the number of hours transferred.

### **Division of Academic Affairs**

The division of Academic Affairs oversees several university-wide initiatives, including, but not limited to the following:

- 🔗 Academic Advising
- 🔗 Freshmen Experience
- 🔗 Institute for Faith and the Academy
- 🔗 Learning Technologies
- 🔗 Professional Development/Academic Research
- 🔗 Study Abroad
- 🔗 Center for Assessment Research Evaluation and Enhancement

### *Curriculum Design*

The Faulkner University curriculum consists of core course requirements and professional studies course requirements. The University's core curriculum requirements are designed to provide broad liberal arts based knowledge, skills, and dispositions. The University's core is also designed to support the mission, vision, core values, and conceptual framework of Faulkner.

The University's core and the professional studies requirements are structured to promote the development of literacy in a particular area of study. The curriculum's promotion of literacy supports the acquisition of knowledge, skills, and dispositions – or in other words: Intellect, Character, and Service. The University's curriculum consists of Christian Cultural Heritage Literacy, Cultural Heritage Literacy, Mathematical and Scientific Literacy, Information and Communication Literacy, Personal and Social Literacy, and Professional Literacy.

### *University Core Curriculum*

#### *Christian Cultural Heritage Literacy*

The Christian Cultural Heritage Literacy component of the core is designed to develop biblical knowledge and an understanding of the cultural heritage of Christianity. The Christian

Cultural Heritage Literacy curriculum required of all Faulkner students promotes the development of literacy in the biblical and Christian faith, knowledge, skills, and dispositions.

Christian Cultural Heritage Literacy curriculum consists of lower level and upper level biblical studies requirements and electives. The lower level requirements consist of the Biblical Worldview I (BI 1315), Biblical Worldview II (BI 1316), Understanding Biblical Literature (BI 2318), and Christian Ethics (BI 2319). The upper level requirements consist of Marriage and Family Relations (BI 3311) and Christian Cultural Heritage (BI 4311).

All students attending Faulkner University must take at least 4 courses from the V. P. Black College of Biblical Studies. At a minimum, all students must take BI 1315, BI 1316, BI 2319, and BI 3311. Transfer students may “stack” or take more than one Bible course a semester if necessary. While this might add additional time to students transferring in high credit loads, the four-course requirement reflects the missional intent and goals of Faulkner University and aligns with the University’s objective to provide excellent Christian education.

### *Cultural Heritage Literacy*

The Cultural Heritage Literacy component of the core is designed to develop cultural knowledge and an understanding of the cultural heritage of Christianity. The Cultural Heritage Literacy curriculum required of all Faulkner students promotes the development of literacy in the humanities, western culture, history, American culture and government, and Christian culture knowledge, skills, and dispositions.

Cultural Heritage Literacy curriculum consists of lower level requirements addressing the humanities, history, and culture. The lower level requirements consist of the Western Tradition Series (HU 2315 and HU 2325) and American Cultural Heritage (HY 2320). The Cultural Heritage Literacy curriculum works in conjunction with the combination of the Christian Cultural Heritage Literacy curriculum to promote the development of broad based knowledge, skills, and dispositions.

### *Mathematical and Scientific Literacy*

The Mathematical and Scientific Literacy component of the core is designed to develop mathematical and scientific knowledge and understanding. This curriculum required of all Faulkner students promotes the development of literacy in mathematical and scientific knowledge, skills, and dispositions.

Mathematical and Scientific Literacy curriculum consists of lower level requirements addressing mathematics, natural sciences, and physical sciences. The lower level requirements consist of a mathematics course, and a natural science or physical science course, with the

accompanying laboratory counterpart. The specific mathematics, natural sciences, ~~and~~ or physical sciences courses will vary by degree program.

### *Information and Communication Literacy*

The Information and Communication Literacy component of the core is designed to develop information and communication knowledge and understanding. The Information and Communication Literacy curriculum required of all Faulkner students promotes the development of literacy in compositional (writing), verbal/oral (speech), and technology knowledge, skills, and dispositions.

Information and Communication Literacy curriculum consists English Composition I (EH 1301), English Composition II (EH 1302), and a literature course in English or American Literature (EH 2301, EH 2303, and EH 2304).

### *Personal and Social Literacy*

The Personal and Social Literacy component of the core is designed to develop personal and social knowledge and understanding. The Personal and Social Literacy curriculum required of all Faulkner students promotes the development of literacy in physical health and social sciences knowledge, skills, and dispositions.

Personal and Social Literacy curriculum consists of lower level requirements addressing physical health, and social or behavioral science, communication, and technology. The physical health requirements consist of Lifetime Fitness (PE 1300); the social or behavioral science requirement varies by degree program, but consists of one course from Psychology (PY 1310), Criminal Justice (CJ 1300), Counseling (COU 2320), Sociology (SY 2328), American Government (PS 2308), Economics (BA 2303), Computers, Ethics, and Society (CSIS 2315), or Information, Ethics, and Society (INF 2315). The Personal and Social Literacy curriculum also includes the University's Faulkner Foundations or Faulkner Foundations-Transfer course (FAF 1111 or FAF 2111).

### *Professional Literacy*

The Professional Literacy component of the curriculum is designed to develop knowledge and understanding in a major field of study. The Professional Literacy curriculum required by each degree program promotes the development of literacy in professional knowledge, skills, and dispositions. The Professional Literacy curriculum in each degree program consists of departmental requirements, major field requirements, experiential

requirements, and electives. The total number of hours and courses will vary according to the student's major and degree plan.

### **Offerings within Academic Affairs**

The following coursework is offered within Academic Affairs:

- University-wide Courses
- Speech Language Pathology leveling courses (while there are no current degree offerings in speech-language pathology, the University offers several leveling courses)
- The Interdisciplinary Studies degree program

#### *University-Wide Courses*

University-wide courses are offered in support of student success and development across the University. The courses in these areas are components of the University's Student Success, Welcome Week, and Spiritual Formation Programs.

*Student Success Course (FACE):* University-wide student success courses are offered to support academic success and development. FACE courses are overseen by the Behavioral Sciences area of the Department of Social and Behavioral Sciences. *FACE 1300 The College Edge: Success in Academics: The College Edge* focuses on practical strategies to help students – both traditional and non-traditional – progress from pre-college, through college and on to careers, through the discussion of a wide variety of topics such as study skills, working in groups, making presentations, conducting meetings, working with professors, and communication. This course is part of the University's Student Success program and may be deemed a requirement for some students. Each student who is required to take this course must pass the course or repeat the course until it is passed. This course may also be taken as a general elective course for non-traditional students but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including Executive BBA, Executive BSB, BCJ, and HRM. Offered every semester.

*Orientation Courses (FAF):* University-wide orientation courses are offered to support academic success and development. Faulkner Foundations and Faulkner Foundations-Transfer courses are overseen by the Director of Student Success.

*FAF 1111 Faulkner Foundations:* The Faulkner Foundations course focuses on the orientation of new students to Faulkner University and university life as a college student. The

purpose of the class is to provide new students with academic and life skills necessary for college success. Faculty members from all disciplines lead the classes that are taught in such a way as to incorporate various teaching styles and to utilize a variety of speakers and extra-curricular activities. The course is a student's first introduction to Faulkner's Spiritual Formation Program and all of its components. In addition, students in each class will form a character community to enhance students' development of character traits as outlined by Faulkner's Spiritual Formation program. Course objectives include sessions on campus resources, study skills, time management, personal relationships, money management, health and wellness, and academic advising. This course is part of the University's Student Success program and is required of all new students or students with less than 13 hours of transfer credit. This course is taken as a general elective course but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including BBA, BCJ, and HRM. Prerequisites: None. Offered every semester.

*FAF 2111 Faulkner Foundations-Transfer:* The Faulkner Foundations-Transfer course focuses on the orientation of transfer students to Faulkner University. The purpose of this class is to provide transfer students with the skills necessary to make a smooth transition from their previous college/university to Faulkner University. Faculty members from various disciplines lead the classes that are taught in such a way to engage the transfer student as he/ she: explores factors influencing the transition into Faulkner; develops skills to enhance academic success with a focus on student responsibility; and develops skills to enhance spiritual formation and a Christian worldview. In addition, students are introduced to Faulkner policies and procedures, campus facilities and resources, and University expectations and challenges. This course is part of the University's Student Success program and is required of all new students with more than 12 hours of transfer credit. This course is taken as a general elective course but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including BBA, BCJ, and HRM. Prerequisites: None. Offered every semester.

### *Interdisciplinary Studies*

The Interdisciplinary Studies program is a university-wide offering, allowing students to create a unique program of study consisting of two or three disciplines. The goal of Interdisciplinary Studies is to develop within students the knowledge, skills, and abilities to make connections across multiple disciplines, integrate information from multiple sources, and engage in critical thinking processes in order to make decisions and solve complex problems.

Students who complete the Interdisciplinary Studies program will be able to:

1. Integrate knowledge of multiple disciplines for use in problem solving, creative expression, critical thinking, task completion, and other essential tasks within the professional setting.
2. Demonstrate an ability to apply advanced critical thinking skills across multiple disciplines by employing such methods as research, investigation, classification, differentiation, experimentation, etc. to any given situation.
3. Connect knowledge gained from the student of multiple disciplines in order to understand, appreciate, and relate to various cultures, beliefs, attitudes, and perspectives other than the student's own.
4. Select appropriate methods of communication (written, verbal, visual) to social, professional, cultural, and other contexts in order to interact appropriately with others.

**Degree Plan: B.S. in Interdisciplinary Studies**

**Core Curriculum ..... 50 hours**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding Biblical Literature	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family Relations	3
BI 4311	Christian Cultural Heritage	3

**Cultural Heritage Literacy 9 hours**

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

**Mathematical and Scientific Literacy 7 hours**

MH 1338	Finite Mathematics (or higher)	3
	Choose one Science Core Course with accompanying lab	4

**Information and Communication Literacy 9 hours**

EH 1301	English Composition I	3
EH 1302	English Composition II	3
	Choose one Literature Core Course	3

**Personal and Social Literacy 7 hours**

PE 1300	Lifetime Fitness	3
FAF1111/2	Faulkner Foundations, <b>or</b>	1
	FAF 2111 Faulkner Foundations - Transfer	

Choose one Social or Behavioral Science Core Course 3

**Professional Literacy ..... 54 hours**

**Departmental Requirements .....9 hours**

BIO 1302/BIO 1102 Principles of Biology II/Principles of Biology II Lab 4

**Cognates.....15-24 hours per cognate (45 hours total)**

Students will complete either two or three cognates. If the two-cognate option is chosen, one cognate must consist of 21 hours, and the other may consist of 21 or 24 hours, with the other three hours being an elective if the 21-hour second cognate is selected. If the three-cognate option is chosen, each cognate will consist of 15 hours.

**General Electives ..... 16 hours**

**Total Hours Required for Graduation ..... 120 hours**

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

### Degree Plan: Bachelor of Interdisciplinary Studies (Adult Program)

**Christian Literacy .....12 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3

**Cultural Heritage Literacy.....3 hours**

One course in humanities or history will satisfy this requirement.

**Mathematical and Scientific Literacy.....9 hours**

Mathematics Requirement—MH 1300, College Mathematics or higher

Natural or Physical Science Requirement (3 hours)—one course from Physical Science, Chemistry, or Physics **OR** one course from Biology

Natural Science Recommendation:

BIO 1300/1100 Perspectives in Biology [recommended for non-science majors]

List the specific course for your program if different from Perspectives in Biology

Physical Science Recommendation:

CHM 1300/1100 Chemistry and Society [recommended for non-science majors]

List the specific course for your program if different from Chemistry & Society



Mathematics or Natural or Physical Science

**Information and Communication Literacy.....9 hours**

Composition and Literature

EH 1301	English Composition I	3
EH 1302	English Composition II	3
Literature	EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3

**Personal and Social Literacy.....12 hours**

*Four courses needed in the areas of health and social science. Social science areas include history, political science, economics, psychology, sociology, anthropology, library science, geography, etc. At least one course MUST be in social science.*

**Electives .....15 hours**

Nine (9) of these hours must be from the areas of humanities (i.e. biblical studies, fine arts, foreign language, literature, etc.)

**Professional Literacy ..... 54 hours**

**Departmental Requirements.....9 hours**

BIO 1302/BIO 1102 Principles of Biology II/Principles of Biology II Lab	4
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**Cognates.....15-24 hours per cognate (45 hours total)**

Students will complete either two or three cognates. If the two-cognate option is chosen, one cognate must consist of 21 hours, and the other may consist of 21 or 24 hours, with the other three hours being an elective if the 21-hour second cognate is selected. If the three-cognate option is chosen, each cognate will consist of 15 hours.

**General Electives ..... 16 hours**

**Total Hours Required for Graduation ..... 120 hours**

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

COLLEGE OF

ARTS & SCIENCES



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# INTRODUCTION

The Alabama Christian College of Arts and Sciences provides the heart of the liberal arts core curriculum. Each degree program and its concentration in a particular discipline is built upon this foundation of the liberal arts core. The study of the liberal arts is approached through the lens of a Christian worldview and includes the study of the Bible and related courses as part of the curricular core. Historically understood, the study of the liberal arts helps students acquire knowledge and understanding as a good in itself, shape their moral character, prepare them for a useful career in the community, and contribute to their freedom by avoiding the pitfalls of ignorance and parochialism.

The following academic departments are part of the Alabama Christian College of Arts and Sciences:

- ❏ Department of Computer Science
- ❏ Department of Criminal Justice and Legal Studies
- ❏ Department of English
- ❏ Department of Fine Arts
- ❏ Department of Humanities
- ❏ Department of Kinesiology and Exercise Science
- ❏ Department of Mathematics
- ❏ Department of Natural and Physical Sciences
- ❏ Department of Social and Behavioral Sciences

The college is also home to Faulkner’s Evening and Weekend Programs and the Great Books Honors Program that provides enhanced learning opportunities across all areas of undergraduate study.

Information on the following topics may be found in this section of the catalog

- ❏ Majors in the College of Arts and Sciences
- ❏ Great Books Honors Program
- ❏ Graduate Programs and Degrees
- ❏ Arts and Sciences Departments and Undergraduate Degrees

- ☐ Evening and Weekend Programs
- ☐ Requirements for Associates Degrees

## Majors in the College of Arts and Sciences

The following majors are available through the departments listed above: Biochemistry, Biology, Computer Science, Computer Information Science, Counseling Psychology, Criminal Justice, English, Exercise Science, Forensic Psychology, Health and Rehabilitation Psychology, Industrial/Organizational Psychology, History, Humanities, Informatics, Legal Studies, Liberal Arts, Mathematics, Music (choral and instrumental options are available), Physical Education (K-12), General/Clinical Psychology, Social Science, Sports Management, and Sports Psychology. In addition, existing degrees in science can be tailored for students seeking professional curricula, such as pre-dentistry, pre-medicine, pre-pharmacy, pre-physical therapy, and pre-veterinary medicine. Apart from the baccalaureate degree in these disciplines the college also offers associate degrees in Liberal Arts, Computer Information Science, and Legal Studies.

## Great Books Honors Program

The Great Books Honors Program (GBH) at Faulkner University is a *university-wide* honors program that welcomes students in all majors. Its design and content prove both challenging and transformative, and by participating in the GBH program, students accept a model for learning that will encompass and enrich the student's entire degree experience. The driving force behind GBH is a Great Books methodology anchored by a Christian worldview. Great Books learning encourages an emphasis on primary texts (the classics, the enduring voices of Western Civilization), the importance of and application of interpretive questions, and a conversation-style classroom setting. The method represents an ideal way to learn for those students who earnestly wish to pursue a life of the mind.

GBH is uniquely positioned to serve student-believers in their quest for spiritual formation under Christ. Students transformed by the program enter the rest of their lives with deep insight into the most important ideas of Western Civilization and with character and intellect shaped by the true, the good, and the beautiful. They live, too, with the certainty that everything proves possible only as a result of the Incarnation, and as such, restoration may only come through Christ's narrow gate. A Christian liberal arts education reveals Christ, who then re-introduces us to the world.

In addition to the spiritual and intellectual benefits of GBH, participation in the program provides its students with a keen advantage in graduate and professional school admissions. Such groups recognize not only the increased difficulty of an honors-track degree and the abilities necessary to complete it, but the dedication and tenacity of the individual to set and achieve goals over and above mere requirement. In a room full of qualified candidates, they will select those candidates who do more than what is asked of them.

Key elements and requirements of the GBH are listed here. For a complete listing of policies, processes, and requirements, please see the GBH Handbook at <https://www.faulkner.edu/undergrad/academics-2/great-books-honors/departmental-program/documents-and-forms/>

### *GBH Requirements*

To be eligible to participate in the GBH, the following requirements must be met:

- ☐ New, prospective students must:
  - Complete a short application and interview,
  - Have a high school GPA of at least 3.0 (on a 4.0 scale),
  - Score at least a 27 on the English component of the ACT or at least a 580 on the verbal component of the SAT, and
  - Receive official acceptance in The Great Books Honors Program.
- ☐ Continuing Honors students must:
  - Establish a cumulative grade point average of at least 3.0 during the freshman year and maintain a cumulative GPA of at least 3.0 until graduation. A student whose cumulative GPA fails to meet this standard will not automatically be released from the program. That student's record will be reviewed term by term, and participation may be continued provided the student shows steady progress in raising the GPA to 3.0 and remains in good standing regarding the other requirements listed here.
  - Comply with Faulkner University Student Handbook regarding conduct and behavior.

To graduate with recognition from the Great Books Honors Program, students must:

- Complete the five core courses with a 3.0 or greater GPA.
- Complete the two contract courses related to major.
- Complete the Senior Thesis/Project.

### *Bridge Course*

Students who do not fully qualify for GBH may still apply for admission to the GB 1300 Introduction to Great Books course. GB 1300 is not a part of the Great Books core and represents a bridge course to the honors program. Students who successfully complete the course and receive director approval will officially join the Great Books Honors program and may continue with the rest of the Great Books coursework. To participate in GB 1300, students must:

- ☐ Complete a short application and interview,
- ☐ Have a high school GPA of at least 3.0 (on a 4.0 scale),
- ☐ Score at least a 23 on the English component of the ACT and an overall composite of 25 (or the SAT equivalent), and

- ☐ Receive official acceptance to GB 1300.

### *GBH Course Substitutions*

In order to facilitate student participation in GBH, the university allows various substitutions for courses within any student's degree plan. GBH will make every effort to review a student's degree plan individually. Note, however, that it is primarily the student's responsibility to remain aware of the relevant degree plan requirements.

To graduate from the Great Books Honors program, a student must complete the following course sequence:

- ☐ Great Books courses I-V
  - Two Contract Courses (selected from student's major courses)
- ☐ Great Books Thesis

Faulkner University typically employs the following formula for course substitutions:

- ☐ GB I - English Composition I
- ☐ GB II - English Composition II
- ☐ GB III - Western Tradition I
- ☐ GB IV - Western Tradition II
- ☐ GB V - English Literature

The formula above represents the ideal formula. However, if a student transfers in credit or pursues a degree with additional course requirements, the formula may need to be modified. In such cases, advisors should look first to electives and reserve those for the GBH courses, and if electives are full, certain EH/HU/BI/HY courses might suffice. The university and GBH program work hard to allow students to participate in the program. Therefore, certain exceptions or accommodations may be made on an individual basis.

### *GBH Contract Courses*

The GBH contract courses represent an important upper-level component of the Great Books Honors Program. They are designed to increase opportunities for honors work and promote close intellectual relationships between GBH faculty, students, and the wider university faculty. With the consent of the professor of record, GBH faculty, and college deans, GBH students may undertake these studies and receive honors credit, which will appear as such on transcripts. In developing the contracts, the guiding principle should be the student's interest in a course and subject matter and the student's desire to relate the material to the GBH core. Students should expect, at minimum, to remain responsible for the main coursework and a GBH supplement, typically the addition of a primary source and related interpretive paper or project.

More detailed information on contract courses may be found in the Great Books Honors Handbook located at <https://www.faulkner.edu/undergrad/academics-2/great-books-honors/departmental-program/documents-and-forms/>

### *GBH Thesis*

The Great Books Honors Thesis represents the culmination of the GBH student's honors experience. It mirrors a graduate-type thesis in its scope, process, and expectations. GBH encourages its students to develop their honors thesis around a subject of deep personal interest, ideally something that links learning and content found within the GBH program to the learning and content in that student's major. Students should also expect to interact with faculty from various departments and colleges, as each thesis requires the participation of GBH faculty, English faculty, faculty within that student's content area, and perhaps others. Completion of the thesis represents the final milestone in earning a *university* honors degree. GBH students should plan to devote a full year to completion of the thesis. The typical schedule would suggest fall to spring of the student's senior year, but the student may also plan for a spring to fall schedule. Generally, students should only take the thesis after having completed Great Books courses I-V and the two contract courses, though exceptions may be made depending on the particular circumstances.

More detailed information on the GBH Thesis may be found in the Great Books Honors Handbook available at <https://www.faulkner.edu/undergrad/academics-2/great-books-honors/departmental-program/documents-and-forms/>

## **GRADUATE PROGRAMS**

The College of Arts and Sciences offers the Doctor of Philosophy in Humanities with tracks in history, humanities, literature and philosophy; and the Master of Arts in Humanities through the Department of Humanities. The college offers the Master of Science in Justice Administration through the Department of Criminal Justice and Legal Studies.

Please consult the Graduate Catalog and/or the university's website for admission and graduation requirements, degree plans, course descriptions, and other pertinent academic information related to graduate programs.

### **Doctor of Philosophy in Humanities**

The Doctor of Philosophy in Humanities, Faulkner's first academic doctoral degree, is a 45-hour dissertation degree (39 hours of course work and 6 hours credit for the dissertation). The Doctor of Philosophy (PhD) is a degree with rich roots providing intellectual and spiritual engagement with the Great Tradition of the Western world. This PhD prepares students for service in disciplines such as History, Humanities, Literature, and Philosophy.

Using many of the Great Books and a conversation mode (e.g., threaded discussions, conference calls), students work with enthusiastic, highly qualified tutors to examine, discuss, and work through great ideas with an eye toward living and teaching these truths. The program includes one foundation course, seven core courses, two interdisciplinary studies courses, three independent tutorials with special focus on the student's research interests, and two dissertation courses.

The purpose of the Ph.D. in Humanities is to prepare well trained, morally oriented, and ethically driven scholars in whatever calling they have found themselves. Graduates will be able to realize careers in teaching, research, and diverse fields of human relations. The program is designed to provide its graduates with essential knowledge in the key areas of Humane Letters and Learning for scholarly endeavors. Therefore, the purposes of the Doctor of Philosophy in Humanities are as follows:

1. Prepare graduates for entry-level teaching positions in the public, private, and governmental sectors and to prepare students for post-doctoral research.
2. Prepare students by providing general coursework in humane letters and discipline specific coursework in history, literature, philosophy, religion, and humanities.
3. Provide graduates with the specific and general knowledge and a range of skills for the key areas of reading, writing, speaking, researching, and analyzing which complimentary to excellence in various careers.

### **Master of Arts in Humanities**

The Master of Arts in Humanities is a 33-hour thesis degree (30 hours of course work and 3 hours credit for the thesis). The curriculum is based on the Great Books of the Western Tradition and the courses are conversational in form. The degree consists of one foundation course (3 credit hours); five core courses (15 credit hours); independent tutorials (12 credit hours); and a thesis (3 credit hours with at least 3 hours of the tutorials used to prepare specifically for the thesis). The degree program allows for areas of emphasis in humanities, literature, religion, history, or philosophy. The purposes of the Master of Arts in Humanities are:

1. The degree serves the Faulkner University mission statement as a continuance of the undergraduate degree in liberal arts in which the education of the whole person through a rigorous distance program is in view by means of the broad disciplinary content of the curriculum.
2. The degree serves the mission statement with assertion that all learning has as its end that we may know and honor Christ.
3. The degree serves the students at a distance by introducing them to the great ideas and ongoing issues of mankind through seminal texts from western culture.



4. The degree prepares students to pursue doctoral studies in such disciplines as humanities, literature, religion, history, and philosophy.

Hence, the specific outcomes of the Master of Arts in Humanities degree are as follows:

- ❑ Expand the mission of the university by educating the whole person through a broad disciplinary content via distance education,
- ❑ Demonstrate the unity of all learning with its chief end that we may know and honor Christ,
- ❑ Enable students to be conversant about the perennial ideas and issues of mankind,
- ❑ Prepare students for employment and/or further graduate study, and
- ❑ The specific learning objectives reflect the focus on the Great Books curriculum and conversational method through the lens of Christian thought.

### **Master of Science in Justice Administration (MJA)**

The MJA is a fully accredited master's degree that can be completed through an online environment in just over a year. Our program is designed for the self-motivated, disciplined college graduate or professional who prefers the convenience and flexibility of an online educational environment over the expense and structure of classroom attendance. Our students represent a wide variety of backgrounds and experiences and reside throughout the U.S. and overseas.

The MJA program is designed to integrate Christian ethical and moral perspectives with value systems within the criminal justice system through a broad-based approach to the study of Criminal Justice for practitioners and undergraduate students with a legal focus at the graduate level. The degree serves to accomplish the following: provide practitioners with a graduate-level degree to qualify them for advancement within their chosen criminal justice field; enable students without practical experience in the field of criminal justice to enter at a higher level and, in some cases, obtain employment at the state and federal levels of law enforcement and corrections; prepare students for management positions in criminal justice organizations, broadening students' awareness of the interdependency of each criminal justice component (law enforcement, courts and corrections).

### **Arts and Sciences Departments and Undergraduate Degrees**

#### *Department of Computer Science*

- B.S. Degree in Computer Science
- A.S. Degree in Computer and Information Science
- B.S. Degree in Computer and Information Science
- B.S. Degree in Informatics

*Department of Criminal Justice and Legal Studies*

- B.S. Degree in Criminal Justice
- A.S. Degree in Legal Studies
- B.S. Degree in Legal Studies
- B.C.J. Bachelor of Criminal Justice

*Department of English*

- B.A. Degree in English

*Department of Fine Arts*

- B.A. Degree in Music: Choral
- B.A. Degree in Music: Instrumental

*Department of Humanities*

- B.A. Degree in Liberal Arts
- B.A. Degree in Humanities

*Department of Kinesiology and Exercise Science*

- B.S. Degree in Exercise Science
- B.S. Degree in Physical Education
- B.S. Degree in Sports Management

*Department of Mathematics*

- B.S. Degree in Mathematics

*Department of Natural and Physical Sciences*

- B.S. Degree in Biochemistry
- B.A. Degree in Biology
- B.S. Degree in Biology

*Department of Social Sciences and Behavioral Sciences*

- B.S. Degree in History
- B.S. Degree in Social Science
- B.S. Degree in Counseling Psychology
- B.S. Degree in Forensic Psychology
- B.S. Degree in General/Clinical Psychology
- B.S. Degree in Health and Rehabilitation Psychology

- B.S. Degree in Health and Rehabilitation Psychology: Pre-Occupational Therapy
- B.S. Degree in Industrial/Organizational Psychology
- B.S. Degree in Sports Psychology

### Evening and Weekend Programs (EWP)

Faulkner University offers five evening and weekend programs coordinated through the Alabama Christian College of Arts and Sciences:

- Associate of Arts (AA)
- Associate of Science (AS)
- Associate of Science in Computer and Information Science (ASCSIS)
- Associate of Science in Legal Studies (ASLS)
- Bachelor of Science in Criminal Justice (BCJ)

These programs, offered entirely in the evening and on selected weekends, primarily target a non-traditional student population. They provide the opportunity to complete an associate and/or a baccalaureate degree without concern for either scheduling conflicts or a lack of required classes for graduation.

The Associate of Arts and Science (AA and AS) degrees allow the student to obtain an associate degree but also prepare them for entrance to the baccalaureate degrees (at night also) available in the Colleges of Arts & Sciences and Business. The requirements for these degrees (AA and/or AS) are the same as previously specified for the traditional Associate of Arts and Science, except that the lab requirement for science and the Freshman (or Transfer) Experience courses are waived.

In these five programs, course selections are from the University's regular (traditional) offerings. Classes are scheduled in two eight-week sessions per term. This allows students to concentrate their effort on only two courses at a time during most terms. All classes are offered in a sequence to ensure beginning and completion dates; however, the guaranteed completion date assumes that the student takes, and successfully completes, all required courses as scheduled. Schedules of the semester modules are available at any time through the office of the Coordinator for the EWP.

Realizing that many adult students have been out of school for several years and may need some review in English and math fundamentals to be successful in their coursework, Faulkner recommends that all adult students entering college take placement tests in those areas. If test results indicate the need for remediation, enrollment in a fundamentals class in English and/or math is recommended prior to enrolling in regular English composition and math classes. This remediation may require an extra semester to complete the program, but will help students achieve success in their academic pursuits. Placement test results may influence the

scheduling of the English composition classes. Fundamental courses do not count towards graduation requirements.

Course requirements for the Associate of Science in Computer and Information Science (ASCSIS) may be found in the catalog section for the Department of Computer Science. Course requirements for the Bachelor of Science in Criminal Justice (BCJ) and Associate of Science in Legal Studies (ASLS) may be found in the catalog section for the Department of Criminal Justice and Legal Studies. Please consult those sections for degree plans, course descriptions, and other pertinent academic information.

## DEGREE REQUIREMENTS FOR ASSOCIATE DEGREES IN LIBERAL ARTS

**Associate of Arts in Liberal Arts ..... 62 hours**

### **Christian Literacy 12 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3

### **Cultural Heritage Literacy<sup>1</sup> 9 hours**

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3

### **Mathematical and Scientific Literacy 7 hours**

Mathematics Requirement—MH 1338, Finite Mathematics or higher

Natural or Physical Science Requirement (4 hours)—one course from Physical Science, Chemistry, or Physics with the accompanying lab **OR** one course from Biology with the accompanying lab.

Natural Science Recommendation:

BIO 1300/1100 Perspectives in Biology [recommended for non-science majors]

List the specific course for your program if different from Perspectives in Biology

Physical Science Recommendation:

CHM 1300/1100 Chemistry and Society [recommended for non-science majors]

List the specific course for your program if different from Chemistry & Society

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<sup>1</sup>Transfer options available to students who will not graduate from Faulkner.

**Information and Communication Literacy 9 hours**

Composition and Literature

EH 1301	English Composition I	3
EH 1302	English Composition II	3
Literature	EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3

**Personal and Social Literacy 7 hours**

Personal

PE 1300	Lifetime Fitness	3
FAF 1111	Faulkner Foundations <b>OR</b>	<b>1</b>
FAF 2111	Faulkner Foundations - Transfer	
[FAF 2111 required only if a student transfers more than 12 hrs]		

Social Science (one course from the following list) 3

PY 1310	Introduction to Psychology	
CJ 1300	Introduction to Criminal Justice	
COU 2320	Introduction to Counseling	
SY 2328	Introduction to Sociology	
PS 2308	Introduction to American Constitutional Government	
BA 2303	Macroeconomics	
CSIS 2315	Computers, Ethics, and Society	
INF 2315	Information, Ethics, and Society	

**Electives ..... 18 hours**

Nine (9) of these hours must be from the areas of humanities (i.e. biblical studies, fine arts, foreign language, literature, etc.)

**Associate of Science in Liberal Arts ..... 62 hours**

**Christian Literacy 12 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3

**Cultural Heritage Literacy<sup>2</sup> 9 hours**

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3

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<sup>2</sup>Transfer options available to students who will not graduate from Faulkner.

**Mathematical and Scientific Literacy**

**7 hours**

Mathematics Requirement—MH 1338, Finite Mathematics or higher

Natural or Physical Science Requirement (4 hours)—one course from Physical Science, Chemistry, or Physics with the accompanying lab **OR** one course from Biology with the accompanying lab.

Natural Science Recommendation:

BIO 1300/1100 Perspectives in Biology [recommended for non-science majors]

List the specific course for your program if different from Perspectives in Biology

Physical Science Recommendation:

CHM 1300/1100 Chemistry and Society [recommended for non-science majors]

List the specific course for your program if different from Chemistry & Society

**Information and Communication Literacy**

**9 hours**

Composition and Literature

EH 1301	English Composition I	3
EH 1302	English Composition II	3
Literature	EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3

**Personal and Social Literacy**

**7 hours**

Personal

PE 1300	Lifetime Fitness	3
FAF 1111	Faulkner Foundations <b>OR</b>	<b>1</b>
FAF 2111	Faulkner Foundations - Transfer	

[FAF 2111 required only if a student transfers more than 12 hrs]

Social Science (one course from the following list) 3

PY 1310	Introduction to Psychology	
CJ 1300	Introduction to Criminal Justice	
COU 2320	Introduction to Counseling	
SY 2328	Introduction to Sociology	
PS 2308	Introduction to American Constitutional Government	
BA 2303	Macroeconomics	
CSIS 2315	Computers, Ethics, and Society	
INF 2315	Information, Ethics, and Society	

**Electives ..... 18 hours**

Nine (9) of these hours must be from the areas of mathematics, natural science and/or physical science.

Requirements for the associate's degree in Legal Studies may found in the catalog section for the Department of Criminal Justice and Legal Studies. Requirements for the associate's degree in Computer Information Science may found in the catalog section for the Department of Computer Science.



# DEPARTMENT OF COMPUTER SCIENCE

Our mission is to glorify God through education of the whole person and the preparation of highly competent, socially committed computer and information scientists, emphasizing integrity of character, the love of learning, the skill of solving problems, the spirit of critical inquiry, professional competence and leadership, excellence as the benchmark of everything conducted, and a culture of service to society with concern for its common good.

The department offers Bachelor of Science (BS) degree programs in Computer Science, Computer Information Science, and Informatics; and an Associate of Science (AS) degree program in Computer Information Science.

## **Computer Science (CS)**

Computer Science is primarily concerned with information processes, the structure and procedures needed to represent them, and the systems needed to implement them. Spanning a broad spectrum of basic and applied sub disciplines which range from foundations in logic and the computational complexity of algorithms through compilers, operating systems, and databases, the discipline continues to expand in terms of new architectures, networks, vision, robotics, and computer-aided design. It is an exciting and rewarding discipline, and is an attractive major for the incoming freshman and also for the continuing student who is considering a new field of study. The department offers a BS degree in computer science.

## **Computer Information Science (CIS)**

Computer Information Science (CIS) is intended for the student who does not want the theoretical or hardware depth of a CS degree, but rather a strong emphasis on software systems (and programming) from their analysis through design, implementation, project management, evaluation, and social and ethical impact. It focuses on the problem solving skills and techniques needed to provide computer-based software solutions to practical problems, integrating fundamental practical knowledge in the fields of software engineering, database



systems, programming languages, computer networks, and project management for software development. The department offers BS and AS degrees in computer information science.

### **Informatics (INF)**

Informatics is an interdisciplinary degree that allows our students to solve technological problems in the areas in which they are passionate about working, whether that is Bible, Biology, Criminal Justice, Law, or something else entirely. A degree in Informatics enables students to seek positions where data, systems, and people come together in the area of their passion, hence providing human-centered computing. The information revolution is global and impacts every facet of life. The necessity of having the right information, at the right time, and in the right format has always been an accepted fact; however, the ability to attain this goal becomes more difficult during today's information explosion. Employers seek individuals who understand and are able to implement informatics-related concepts, philosophies, and processes. A degree in Informatics teaches students how to assess the presentation of information, evaluate the accessibility and relevancy of information, implement usability testing on products that are information-dependent, understand information behavior, and develop strategies for enhancing user satisfaction with information-dependent technologies. The department offers BS degree in Informatics.

For more information, please contact:

Dr. Idongesit Mkpung-Ruffin or Susan Hammond  
([imkpong-ruffin@faulkner.edu](mailto:imkpong-ruffin@faulkner.edu) or [shammond@faulkner.edu](mailto:shammond@faulkner.edu))  
Department of Computer Sciences  
Faulkner University  
5345 Atlanta Highway  
Montgomery, AL 36109-3398

### **B.S. Degree in Computer Science (CS)**

The BS degree program in CS is broad, rigorous, and structured in a way that supports in-depth and systematic study of algorithmic processes – their theory, analysis, design, efficiency, implementation, and application. It trains students to think creatively and logically, to solve large and complex problems, and to communicate with clarity and precision. It sets the stage for graduate study or immediate employment in a wide variety of careers in science, business and industry.

The computer industry is one of the fastest growing segments of the economy the world over, with opportunities in computer science at their highest point in recent years. The program’s coverage of modern operating systems, database management systems, theory of computation, software engineering, and programming languages such as JAVA, C++, C #, PHP, JAVASCRIPT, PERL, and ORACLE positions the undergraduate for success in the marketplace: commerce, industry and government research laboratories. The program also prepares the student for graduate work in areas such as database systems, software engineering, theoretical computer science, programming languages, and algorithms.

Recipients of the Computer Science degree will have substantial depth and breadth in mathematics and a strong foundation in physics. The mix of courses (e.g., computer science, math, physics, Bible, social science) provides students with a broad educational base and helps fashion their abilities to better engage in critical thinking and problem solving.

### **B.S. in Computer Science (CS)**

**Core Curriculum ..... 51 hours**

**Christian Literacy 18 hours**

- BI 1315 Biblical Worldview I 3
- BI 1316 Biblical Worldview II 3
- BI 2318 Understanding the Bible 3
- BI 2319 Christian Ethics 3
- BI 3311 Marriage and Family Relations 3
- BI 4311 Christian Cultural Heritage 3

**Cultural Heritage Literacy 9 hours**

- HU 2315 Western Tradition I 3
- HU 2325 Western Tradition II 3
- HY 2320 American Cultural Heritage 3

**Information and Communication Literacy 9 hours**

Composition and Literature

- EH 1301 English Composition I 3
- EH 1302 English Composition II 3

*Choose one of the following:* 3

- EH 2301 Survey of English Literature I or
- EH 2303 Survey of American Literature I or
- EH 2304 Survey of American Literature II

**Mathematical and Scientific Literacy 8 hours**

Mathematics

- MH 1451 Calculus I 4

Physical Science

PHY 2311 University Physics I	3
PHY 2111 University Physics I Lab	1
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer*	
<b>Social Science</b>	
CIS 2315 Computers, Ethics, and Society	3
<b>Professional Literacy .....</b>	<b>71 hours</b>
<b>Computer Science</b>	<b>36 hours</b>
CS 1305 Computer Programming I	3
CS 1306 Computer Programming II	3
CS 2310 Fundamental Mathematical Structures	3
CS 2320 Data Structures and Algorithms	3
CS 2345 Computer Organization	3
CS 3330 Data Communications and Networking	3
CS 3340 Operating Systems	3
CS 3350 Database Concepts	3
CS 4350 Design & Implementation of Programming Lang.	3
CS 4360 Software Engineering	3
CS 4380 Internship/Project in Computer Science	3
CS 4390 Seminar in Computer Science	3
<b>Department Requirements</b>	<b>17 hours</b>
PHY 2312 University Physics II	3
PHY 2112 University Physics II Lab	1
MH 2340 Statistics	3
MH 2452 Calculus II	4
MH 3310 Linear Algebra	3
MH 4300 Numerical Analysis and Scientific Computing	3
<b>Electives [chosen from CS, CIS, or MH] .....</b>	<b>18 hours</b>
CS 3300 Computer Architecture	3
CS 3386 Visual Programming	3
CS 3389 Software Design	3
CIS 3360 User Interface Design	3
CIS 4365 Project Management for Software Development	3
CS/CIS 4330 Database Design and Implementation	3
CS 4345 Internet Programming	3
MH 4300 Numerical Analysis & Scientific Programming	3

**Total Hours Required for Graduation ..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

**B.S. Degree in Computer Information Science (CIS)**

The BS degree program in CIS sets the stage for graduate study or immediate employment in a wide variety of professional careers in science, business and industry. Computer Information Science is an exciting and rewarding discipline; an attractive major for the incoming freshman as well as the continuing student considering a new field of study. The program equips the graduates to:

1. Investigate and analyze problems, providing viable computerized solutions that satisfy requirements for a given system;
2. Effectively use state-of-the-art paradigms such as object-oriented programming, visual programming, internet programming, and database programming in developing computer-based solutions to practical problems;
3. Effectively articulate technical strategies, both orally and in writing;
4. Pursue careers as programmers, programmer analysts, software engineers, and database designers;
5. Apply knowledge of the concepts of computer and information science to respond to and manage changes and developments in information and communications technologies (ICTs);
6. Understand and apply the tools and techniques for conducting research and analysis required to evaluate software products in computer and information science;
7. Demonstrate an understanding of the social and ethical issues in the computing profession;
8. Understand the functional components of computer systems and their characteristics, such as performance and how the components interact;
9. Seek advanced studies in computer-related fields without further preparation.

Recipients of the CIS degree will have foundational instruction in business (accounting and organizational behavior). The mix of courses with, for instance, computer science, business, Bible, and social science, provides students with a broad educational base and helps fashion their abilities to better engage in critical thinking and problem solving.

**B.S. Computer Information Science (CIS)**

<b>Core Curriculum: .....</b>	<b>51 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 2319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3
<b>Information and Communication Literacy</b>	<b>9 hours</b>
<u>Composition and Literature</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I or	
EH 2303 Survey of American Literature I or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>8 hours</b>
<u>Mathematics</u>	
MH 1451 Calculus I	4
<u>Natural or Physical Science</u>	
Natural Science or Physical Science with accompanying Lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer*	
<u>Social Science</u>	<b>3 hours</b>
CIS 2315 Computers, Ethics, and Society	3
<b>Professional Literacy .....</b>	<b>69 hours</b>
<b>Computer Information Science</b>	<b>27 hours</b>
CIS 1301 Introduction to Computer and Information Science	3
CIS 1305 Computer Programming I	3
CIS 2306 Computer Programming II	3
CIS 2345 Computer Organization	3

CIS 2377 Introduction to Visual Programming	3
CIS 3330 Data Communications and Networking	3
CIS 4330 Database Design and Implementation	3
CIS 4360 Software Engineering	3
CIS 4380 Internship/Project in Computer & Info. Science	3
CIS 4390 Seminar in Computer and Information Science	3

**Computer Science** **9 hours**

CS 2310 Fundamental Mathematical Structures	3
CS 2320 Data Structures and Algorithms	3
CS 3350 Database Concepts	3

**Department Requirements** **9 hours**

BA 2301 Principles of Accounting I	3
MH 2340 Statistics	3
MN 4360 Principles of Management	3

**Professional Literacy Electives** [chosen from the following] **21 hours**

CIS 3360 User Interface Design	3
CS 3386 Visual Programming	3
CS 3389 Software Development	3
CS 4345 Internet Programming	3
CS/CIS 4330 Database Design and Implementation	3
CIS 4365 Project Management for Software Development	3
CS 3300 Computer Architecture	3
MH 4300 Scientific Programming	3
CS 3340 Operating Systems	3
BA 2302 Principles of Accounting II	3

**Total Hours Required for Graduation** ..... **120 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

The university requires at least 42 upper-level credits for all bachelor’s degrees. Some programs may require more.

**B.S. Degree in Informatics (INF)**

Informatics embraces the diversity of ways in which problems are solved through the effective use of computing by understanding the diverse problem domains themselves. This is an interdisciplinary degree that intersects computing, information studies and elective interdisciplinary coursework that is coordinated with the student and advisors. The BS degree

program in INF prepares students for graduate study or a career in a variety of professional settings where numerous job opportunities exist. INF is an emerging and cutting-edge discipline open to incoming freshman as well as transfer students from other fields of study.

The Informatics degree plan requires a student’s participation in developing an area of interest chosen from one or more of Faulkner’s bachelor degree programs such as Computer Information Science, Biology or Health Science, Criminal Justice or Legal Studies, Bible, English, or Counseling.

The degree plan provides students with a well-rounded education that includes a general core of courses in Bible, humanities, social and natural sciences, information studies and computer science.

The program equips the student with the knowledge to:

1. Understand the strategies in information design to make information effective, efficient, and aesthetic;
2. Be proficient in discussing and implementing the theories and philosophies surrounding information science and informatics;
3. Pursue careers as Webmasters, Database Designers, Information Architects, or Information Usability Specialists;
4. Effectively analyze information-related technologies and develop oral and written technical reports communicating results of the analysis;
5. Seek advanced studies in information-related fields without further preparation.

## **B.S. in Informatics (INF)**

**Core Curriculum ..... 50 hours**

**Christian Literacy 18 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 2319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3

**Cultural Heritage Literacy 9 hours**

HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3

**Information and Communication Literacy 9 hours**

Composition and Literature

EH 1301 English Composition I	3
EH 1302 English Composition II	3

<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I or	
EH 2303 Survey of American Literature I or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics</u>	
MH 1340 or MH 1338*	3
<u>Natural or Physical Science</u>	
Natural Science or Physical Science with accompanying Lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer**	
<u>Social Science</u>	
CIS 2315 Computers, Ethics, and Society	3
<b>Professional Literacy .....</b>	<b>72 hours</b>
<b>Informatics</b>	<b>30 hours</b>
CIS 1301 Introduction to Computer and Information Science	3
INF 1320 Information Design	3
INF 1325 Information Design and Evaluation	3
INF 3320 Foundations of Information Organization	3
INF 3350 Database Systems for Information	3
INF 4310 Evaluation of Information Systems	3
INF 4365 Project Management for Informatics	3
INF 4380 Internship/Project in Informatics	3
INF 4390 Seminar in Informatics	3
EH 3315 Technical Writing	3
<b>Computer Science</b>	<b>15 hours</b>
CIS 1305 Computer Programming I	3
CIS 2306 Computer Programming II	3
CIS 2376 Introduction to Visual Programming	3
CS 2310 Fundamental Mathematical Structures	3
MH 2340 Statistics or BA 3340 Business Statistics	3
<b>Professional Literacy Electives</b> [chosen from the following]	<b>9 hours</b>
INF/CIS 3360 User Interface Design	3
CS 3386 Visual Programming	3
CS 3389 Software Design	3



CS 4345 Internet Programming	3
CS/CIS 4330 Database Design and Implementation	3

**Area of Interest Electives ..... 18 hours**

Courses approved by Academic Advisor and Department Head

- At least 6 hours upper-level courses. See below for sample sets of choices.

**Total Hours Required for Graduation ..... 122 hours**

\*Mathematics requirement based on area of Interest

\*\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

The university requires at least 42 upper-level credits for all bachelor’s degrees. Some programs may require more.

**Sample Elective options for Informatics majors in different areas of Interest**

**CIS**

Mathematics

MH 1341 Business Calculus or MH 1451 Calculus I	3 or 4
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Area of Specialization: CIS

CS 2320 Data Structures and Algorithms	3
CIS 2345 Computer Organization	3
Choice of three upper level CS or CIS courses (advisor consent)	9

**Biology**

Mathematics

MH 1440 Calculus I	4
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Area of Specialization: Biology

Choice of four Biology courses; three must be upper level (advisor consent)	16
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**Criminalistics**

Mathematics

MH 1338 Finite Math	3
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Area of Specialization: Criminalistics

CJ 1301 Introduction to Criminalistics	3
CJ 2310 Criminal Investigation	3
CJ 2340 Fingerprinting	3
CS 2350 Crime Scene Investigation	3
Choice of upper level Criminalistics course (advisor consent)	3

**Criminal Justice**

Mathematics

MH 1338 Finite Math	3
<u>Area of Specialization: Criminal Justice</u>	
CJ 1300 Introduction to Criminal Justice	3
CJ 2331 Criminal Law	3
CJ 3306 Private Security	3
CJ 4302 Courts	3
CJ 4303 Interview	3
CJ 4360 Internship	3
<b>Bible</b>	
<u>Mathematics</u>	
MH 1338 Finite Math	3
<u>Area of Specialization: Bible</u>	18
Choice of 18 hours of Bible courses; at least 9 hours must be upper level (advisor consent)	
<b>English</b>	
<u>Mathematics</u>	
MH 1338 Finite Math	3
<u>Area of Specialization: English</u>	18
Choice of six English courses; three must be upper level (advisor consent)	
<b>Legal Studies</b>	
<u>Mathematics</u>	
MH 1338 Finite Math	3
<u>Area of Specialization: Legal Studies</u>	18
Choice of six Legal Studies courses; three must be upper level (advisor consent)	
<b>Business</b>	
<u>Mathematics</u>	
MH 1341 Business Calculus or MH 1451 Calculus I	3 or 4
<u>Area of Specialization: Business</u>	
BA 2301 Principles of Accounting I	3
BA Principles of Accounting II	3
BA 2304 Microeconomics	3
BA 3380 Legal Environment of Business I	3
BA 3381 Legal Environment of Business II	3
MN 3300 Principles of Management	3
<b>Counseling</b>	
<u>Mathematics</u>	
MH 1338 Finite Math	3
<u>Area of Specialization: Counseling</u>	
COU 2320 Introduction to Counseling	3

COU 4345 Professional Ethics in Counseling	3
COU 3320 Life-Roles and Career Development	3
COU 3370 Group Dynamics	3
Choice of upper level Counseling course (advisor consent)	3

**Music**

Mathematics

MH 1338 Finite Math	3
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Area of Specialization: Music

MU 1151 Sight Singing and Ear Training I	1
MU 1152 Sight Singing and Ear Training II	1
MU 1153 Class Piano I	1
MU 1154 Class Piano II	1
MU 2341 Music Theory I	3
MU 2342 Music Theory II	3
Minimum of 5 hours of upper level electives in Ensemble or other Music department courses (cognate advisor consent)	5

**Sports Management**

Mathematics

MH 1341 Business Calculus or MH 1451 Calculus I	3 or 4
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Area of Specialization: Sports Management

PE 1317 Foundations of Physical Education	3
PE 4305 Motivational Aspects of Coaching Theory	3
PE 4304 Developing Fitness Programs	3
BA 3380 Legal Environment of Business I	3
BA 3381 Legal Environment of Business II	3
MN 3300 Principles of Management	3

**A.S. Degree in Computer Information Science**

The AS degree in CIS provides a good foundation in Computer Information Science. The student with an AS degree gets an introduction to foundational principles in object-oriented programming, visual programming, systems analysis and database design concepts. All the courses for this program are offered online.

Recipients of the AS degree will find many opportunities for employment in computer programming and application development environments as junior software developers and can also transfer in junior standing to a BS in Computer and Information science program. Students who use the AS credits to transfer into the BS program will have to complete additional core requirements listed in the baccalaureate program.

**A.S. in Computer Information Science**

**Core Curriculum: ..... 43 hours**

<b>Christian Literacy</b>	<b>12 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 2319 Christian Ethics	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics</u>	
MH 1340 or MH 1338*	3
<u>Natural or Physical Science</u>	
Natural Science or Physical Science with accompanying Lab	4
<b>Information and Communication Literacy</b>	<b>9 hours</b>
<u>Composition and Literature</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I or	
EH 2303 Survey of American Literature I or	
EH 2304 Survey of American Literature II	
<u>Physical Science Requirement</u>	
One course from Physical Science, Chemistry, or Physics	3
<b>Personal and Social Literacy</b>	<b>6 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
<u>Social Science</u>	
CIS 2315 Computers, Ethics, and Society	3
<b>Professional Literacy .....</b>	<b>18 hours</b>
<u>Computer and Information Science</u>	
CIS 1301 Introduction to Computer and Information Sciences	3
CIS 1305 Computer Programming I	3
CIS 2306 Computer Programming II	3
CIS 2350 Introduction to Database Concepts	3
CIS 2360 Intro. to Requirements Analysis and Software Design	3
CIS 2377 Introduction to Visual Programming	3
<b>General Electives .....</b>	<b>3 hours</b>

**Total Hours Required for Graduation ..... 64 hours**



# DEPARTMENT OF CRIMINAL JUSTICE & LEGAL STUDIES

The CJ/LS curriculum prepares the student to enter the field of criminal justice or legal studies by presenting a broad-based study of the many topics and principles essential to an understanding of the criminal justice and legal systems. The CJ/LS curriculum enhances promotion and career advancement opportunities for students employed in a criminal justice organization or legal field. The LS curriculum is an excellent pathway to law school. The curriculum encourages the integration of Christian ethical and moral perspectives with the more common value systems associated with the criminal justice/legal systems.

The Department of Criminal Justice and Legal Studies offers the Associate of Science in Legal Studies, Bachelor of Science in Criminal Justice, Bachelor of Science in Legal Studies, and Master of Science in Justice Administration degrees. Day, night and weekend courses are offered for the student's convenience in course selection. A one-year online hybrid program is offered to complete the junior and senior level requirements for our BCJ program. Refer to the curriculum listed as Bachelor of Science in Criminal Justice (BCJ) for additional information.

To receive a BS degree in Criminal Justice, a student must demonstrate basic competency by taking the major field test (MFT) for criminal justice and performing successfully on that test.

To receive the A.S. or B.S. degree in Legal Studies, a student must demonstrate competence by successfully completing the Paralegal Portfolio (LS 2190/LS 4190) with a grade of C or better during his or her senior year. The student must also complete a major field test (MFT).

Students enrolled in the Great Books Honors College who have completed GB I-IV may fulfill their contract obligation by selecting any two upper level courses within their major areas with agreement from select professor(s) and the honors program. Please consult the Great Books section of the catalog for complete details.

## **B.S. Degree in Criminal Justice**

<b>Core Curriculum Requirements .....</b>	<b>50 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 2319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Heritage	3
<b>Information and Communication Literacy</b>	<b>9 hours</b>
<u>Composition and Literature</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I or	
EH 2303 Survey of American Literature I or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics</u>	
MH 1338 Finite Math (or higher)	3
<u>Science</u>	
One course from Physical Science, Chemistry, Physics, or Biology with companion lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer*	
<u>Social Science</u>	
<i>Choose one of the following:</i>	3
BA 2303 Macroeconomics or	
COU 2320 Introduction to Counseling or	
PS 2308 Introduction to American Constitutional Government or	
PY 1310 Introduction to Psychology or	
SY 2328 Introduction to Sociology	
<b>Professional Literacy .....</b>	<b>54 hours</b>
<b>Criminal Justice</b>	<b>33 hours</b>

CJ 1300 Introduction to Criminal Justice	3
CJ 2311/4311 Organization and Administration	3
CJ 2331 Criminal Law	3
CJ 3301 Criminology	3
CJ 3305 Constitutional Law	3
CJ/BCJ 3310 Corrections	3
CJ 4303 Interview and Interrogation	3
CJ 4304 Criminal Justice Ethics	3
CJ 4307 Research Methods for Criminal Justice	3
CJ 4308 Criminal Justice Budgeting	3
CJ 4360 Internship	3

**CJ Electives**

*Choose seven of the following:*

**21 hours**

- BCJ 3309 First Line Supervision
- BCJ 3313 Cultural Diversity
- BCJ 3324 Crisis Management
- CJ 1301 Introduction to Criminalistics
- CJ 2310 Criminal Investigation
- CJ 2330 Criminal Evidence
- CJ 2332 Biblical Law
- CJ 2340 Fingerprinting
- CJ 2350 Crime Scene Investigation
- CJ 3302 Community Relations
- CJ 3304 Juvenile Justice
- CJ 3306 Private Security
- CJ 3308 Terrorism
- CJ 3312 Criminal Justice and the World Wide Web
- CJ 4301 Criminalistics
- CJ 4305 Special Issues
- CJ 4306 Criminal Behavior Analysis
- CJ 4350 Directed Study

**General Electives ..... 18 hours**

**Total Hours Required for Graduation ..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

\*10 CJ courses must be taken at Faulkner

\*25% of program’s minimum in residency for transfer students

\*42 hours must be upper level





# B.S. DEGREE IN CRIMINAL JUSTICE: ADULT PROGRAM

## **Adult Bachelor of Criminal Justice (BCJ)**

The Adult Bachelor of Criminal Justice is a broad-based program primarily designed to offer a multi-faceted education in criminal justice within a stipulated time frame of one year (6 Modules). This advanced program of study is offered to adults who have completed two (2) years of college study. Candidates seeking admission to the program are generally expected to be above 23 years of age. This program is geared to establish and enhance the learning horizons of current and future criminal justice professionals by offering a blend of the various courses considered vital for a career in law enforcement, private security, corrections, and courts.

An objective of the Adult BCJ program is for it to distinguish itself in many ways: from the quality of its students, the teaching of its faculty, and the leadership/ accomplishments of its prospective alumni. It is our firm determination to maintain a leading role in the education of criminal justice professionals by offering them foundational education opportunities throughout the various stages of their careers. We strive to maintain high Christian standards that will enable us to earn leadership status in criminal justice education because of our professional faculty, innovative courses, and focus on Christian perspectives.

In order to show the expansive requirements and opportunities of the criminal justice system, we will address the historical and current forces affecting administrative and judicial decisions. Often, our program participants currently working in the criminal justice field become a source of vital information for the faculty and fellow students.

Classes are structured to combine theory with historical and future application, thus allowing students the opportunity to develop the skills needed to operate within the criminal justice system. In general, small class sizes are maintained to ensure that each participant receives individual attention.

One of our longtime goals has been the development of an efficient and effective program for our students. The Adult BCJ program is designed to provide a challenging and rewarding academic program to students within a limited time frame.

### *Delivery Method for BCJ*

The Bachelor of Criminal Justice is offered in a one-year format that consists of 54 upper-level credit hours. There are two delivery methods for the courses in this program – our hybrid format and our online format.

Our hybrid program provides the opportunity for program participants to attend classroom meetings for six courses (1 each module) at a variety of campus locations, typically on Tuesday or Thursday evenings. The selection of campus locations for the hybrid program is dependent upon student enrollment. The additional twelve courses for our hybrid program are provided in a fully online format (two each 8 week module).

Our online program provides the opportunity for program participants to complete all eighteen courses in a fully online format (three each module). While fully online courses may be more challenging, this presents a great opportunity to program participants with family and career responsibilities to complete work anywhere, anytime as long as they have a good Internet connection and a computer.

Both our hybrid and online programs focus on content delivery and experiential learning in the form of case studies, research projects, and critical thinking exercises unique to each topic.

The online courses are completed on Faulkner's Blackboard platform for online education; therefore, a mandatory online orientation and Blackboard training session is completed prior to the beginning of the first module. The training session covers detailed program information and a demonstration of online access and navigation of the Blackboard platform that is paramount to successful completion of the program.

### *Program Highlights*

In addition to facilitating professional foundations and development in a multitude of ways, the BCJ program, being totally structured in modules within the semester, has the following advantages:

1. You will receive credit for prior undergraduate work at accredited institutions. (Core Courses)
2. With our hybrid format, you may have an option of Tuesday/Thursday classroom meetings for certain courses at selected locations.
3. You have the opportunity to complete your degree within one year (52 weeks/3 semesters/6 modules).
4. Each semester is comprised of 2 eight week modules.
5. Each module has three courses, which are 3-semester credit hours each.
6. You have the ability to enter the program several times during the year.

### *Program Objectives*

1. Improve the student's capacity for effective critical thinking and decision making in their chosen career.
2. Facilitate professional ethical behavior through exposure to social, cultural, and legal issues that affect criminal justice operations.
3. Emphasize directed research, strategic planning, operational policies, and time-management concepts.

4. Review multiple facets that operate within the public and private sectors to include, law enforcement, private and corporate security, corrections, probation and parole, and courts.
5. Promote development of interpersonal relationships and an understanding of legal/social/cultural factors, along with effective oral and written communications.
6. Encourage integration of the biblical doctrines of Christian perspectives within the value systems of criminal justice to provide fair and equal service to all citizens.
7. Research and analyze historical events and legal decisions to aid in ethical and effective decision making, as well as valid operational policies and procedures.

*Admission to BCJ*

Admission to the BCJ Program is accomplished through the Adult Enrollment Office at the Montgomery campus. Transcripts and applications will be reviewed and approved by Adult Enrollment staff. Registration for all courses in the program will be accomplished through the Adult Enrollment Office.

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.

The Adult BCJ Program consists of a total of 120 semester credit hours, that is, a minimum of 66 approved semester hours as an entrance requirement plus 54 hours in the one-year modular program. Any deficiencies in entrance competencies will be evaluated and students having such must fulfill the required hours before they graduate. Courses that are needed to meet entrance requirements may be completed at either Faulkner University or any other regionally accredited college and must be completed prior to entry in the program.

A student must maintain a cumulative GPA of 2.0 in order to be awarded the BCJ degree.

Students enrolled in the BCJ program will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in the BCJ program.

*Program Objectives*

The BCJ curriculum is designed to provide the working adult, who has completed 66 semester hours of core curriculum, the opportunity to complete their Bachelor of Science in Criminal Justice degree in twelve months. By taking classes at night and online, or fully online, the adult student may complete two years of course work in just twelve months. Students can begin the program at the beginning of any of the 6 modules; typically, in January, March, April, June, August, and October.

**B.S. Degree in Criminal Justice Adult Program (BCJ)**

**Core Requirements..... 39 hours**

<b>Social Sciences</b>	<b>12 hours</b>
History, Political Science, Economics, Psychology, Criminal Justice, Sociology, Anthropology, Geography, and other Social Science courses	
<b>Humanities</b>	<b>15 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose courses from the following subject areas:</i>	9
Literature, Fine Arts, Philosophy, Communications, Speech, Drama, Foreign Language, Linguistics, Religion, and other Humanities courses	
<b>Math/Science</b>	<b>9 hours</b>
MH 1300 College Math (or higher)	3
<i>Choose courses from the following subject areas:</i>	6
Chemistry, Biology, Earth Science, Zoology, and Physical Science	
<b>Departmental Requirements</b>	
<b>Computer</b>	<b>3 hours</b>
<i>Choose one of the following:</i>	3
CA 1302 Computer Applications Basic Microcomputing or Intro. to Computers, etc.	
<b>Professional Literacy .....</b>	<b>54 hours</b>
<u>Module 1</u>	
BCJ 3312 Criminal Justice and the World Wide Web	3
BCJ 4301 Criminalistics**	3
BCJ 4304 Criminal Justice Ethics	3
<u>Module 2</u>	
BCJ 2331 Criminal Law	3
BCJ 3301 Criminology	3
BCJ 4307 Research Methods for Criminal Justice**	3
<u>Module 3</u>	
BCJ 3308 Terrorism	3
BCJ 3310 Corrections	3
BCJ 4306 Criminal Behavior Analysis**	3
<u>Module 4</u>	
BCJ 3304 Juvenile Justice	3
BCJ 3313 Cultural Diversity	3
BCJ 4303 Interview and Interrogation**	3

**Module 5**

BCJ 3305 Constitutional Law**	3
BCJ 3306 Private Security	3
BCJ 3324 Crisis Management	3

**Module 6**

BCJ 3309 First Line Supervision	3
BCJ 4302 Courts and Courtroom Procedures	3
BCJ 4305 Special Issues**	3

**General Electives\* ..... 27 hours**

**Total Hours Required for Graduation ..... 120 hours**

\*Students who transfer in core curriculum requirements for the BCJ program can substitute 12 hours in general education courses for this requirement. Students who take courses at Faulkner University to satisfy the core curriculum requirements for the BCJ program must take a Bible course within every 15 hours to satisfy the University’s Christian Literacy requirement.

\*\*May be offered in a classroom setting when and where available.

Note: 54 semester hours of upper level courses are required for graduation. The BCJ curriculum as listed above is subject to change. Transfer credit will not be accepted for substitution of BCJ courses.

**LEGAL STUDIES \*An American Bar Association Approved Program**

The Legal Studies Program offered on the main campus in Montgomery, Alabama is approved by the American Bar Association. Students graduating with a Legal Studies degree from the Montgomery campus will receive an ABA-approved paralegal certificate along with their Legal Studies degree. Students at our Huntsville, Birmingham and Mobile campuses now may complete this program through our new synchronous classroom. Students who take legal specialty classes at a Faulkner University campus other than the Montgomery campus and attempt to transfer legal specialty credit to the Montgomery campus will be considered to have transferred from a non-ABA approved school and will be subject to the transfer policy stated below.

The American Bar Association defines a legal assistant or paralegal as “a person qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work for which a lawyer is responsible.” Paralegals may not provide legal services directly to the public, except as permitted by law.

## **Mission of the Legal Studies Program**

The mission of the Faulkner University Legal Studies Program is to glorify God through education of the whole person and the preparation of highly competent, socially and ethically committed legal professionals, emphasizing integrity of character, an appreciation for the pursuit of equal justice for every person, and a lifelong dedication to critical inquiry and investigative thinking.

## **Vision of the Legal Studies Program**

It is the vision of the Faulkner University Legal Studies Program to be the foremost provider of undergraduate Christian legal education and the preferred partner for the legal community in producing occupationally competent and socially responsible graduates with the highest moral and ethical values.

## **Goals and Objectives of the Legal Studies Program**

The Faulkner University Legal Studies Program seeks to provide a program that supports its students during their academic and professional careers and advances the paralegal profession. Upon graduation from the Legal Studies Program, students will be well-prepared to begin a career as a paralegal or continue studies towards an advanced degree. Students who already work in the legal field will be able to perform more effectively and efficiently in their positions.

The objectives of the Legal Studies Program are as follows:

1. To offer a curriculum in which students demonstrate a broad understanding of substantive law, application of the practical aspects of a career as a paralegal, and analysis of laws applicable to the state of Alabama.
2. To produce legal professionals who demonstrate proficiency in the knowledge, skills, and dispositions critical to the profession established by national paralegal associations (including the American Bar Association and the American Association for Paralegal Education).
3. To produce professionals who employ the principles of legal ethics.
4. To maintain an academically challenging, yet flexible program dedicated to the quality education and occupational competency of those students currently working in the legal field and to those students new to the profession.
5. To continuously review and revise the legal studies curriculum in response to the demands of the employing legal community and the suggestion of the Faulkner University Legal Studies Advisory Committee.
6. To maintain equality of opportunity in the legal studies program without discrimination or segregation on the grounds of color, religion, national origin, or sex.

## Transfer of Legal Specialty Courses

Generally, legal specialty courses are those courses that cover a specific area of law or procedure. It is the policy of the Legal Studies Program to accept no more than the equivalent of fifty-percent of legal specialty courses. Legal specialty transfer credits may be considered from regionally accredited institutions provided the student completes the following procedure:

1. The student must meet with the Legal Studies Director and provide the Director with a copy of the transcript listing the particular legal specialty course with a grade of "C" or better, the date the course was taken, and the number of credits earned for the course.
2. The student must also provide a course syllabus or other acceptable documentation (course assignments, student work product) and be able to discuss specific paralegal skills acquired throughout the course. The Legal Studies Director may accept transfer credit for the course if it is determined that the course in question is sufficiently similar to one offered as part of the ABA-approved Faulkner University Legal Studies curriculum.

Strong preference is given to those courses taken from an ABA-approved paralegal program. The Faulkner University Legal Studies Program does not accept professional work experience, CLEP credit, paralegal or legal assistant certifications, CEUs, or the equivalent as transfer credit for legal specialty courses. Additionally, all Legal Studies students must complete a minimum of 10 semester hours of legal specialty course work in the traditional classroom environment; therefore, the number of on-line legal specialty courses subject to transfer may be limited in order to satisfy this requirement. This transfer policy includes any and all legal specialty courses taken at any institution including any Faulkner University campus offering a non-ABA approved program.

To receive the A.S. or B.S. degree in Legal Studies, a student must demonstrate competency by successfully completing a comprehensive final exam and the Paralegal Portfolio (LS 2190/4190) with a grade of C or better during his or her senior year.

Legal Studies courses are offered during the day, evenings, weekends and on-line. The schedule of courses typically accommodates the students who work full or part-time, may have family responsibilities, and want to attend school on a full or part-time basis.

Students enrolled in the Great Books Honors College that have completed GB I-IV may fulfill the contract obligation by selecting any two upper level courses within the major area with agreement from select professor(s) and the honors college. Please consult the Great Books section of the catalog for complete details.

## B.S. Degree in Legal Studies

<b>Core Curriculum</b> .....	<b>56 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3

BI 2318 Understanding the Bible	3
BI 2319 Christian Ethics	3
BI 3311 Marriage & Family	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Heritage	3
<b>Information and Communication Literacy</b>	<b>9 hours</b>
<u>Composition and Literature</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I or	
EH 2303 Survey of American Literature I or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics</u>	
MH 1338 Finite Math (or higher)	3
<u>Science</u>	
One course from Physical Science, Chemistry, Biology, or Physics with companion lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer*	
<u>Social Science</u>	
CJ 1300 Introduction to Criminal Justice or any social science	3
<b>Departmental Requirements</b>	<b>6 hours</b>
<u>Communication</u>	
EH 1303 Speech Communication	3
<u>Technology</u>	
CA 1302 Computer Apps	3
<b>Professional Literacy .....</b>	<b>64 hours</b>
<b>Legal Studies</b>	<b>37 hours</b>
LS 1300 Introduction to Paralegalism I	3



LS 1310 Legal Res and Writing	3
LS 1320 Law Office Management	3
LS 2304 Paralegal Ethics	3
LS 2370 Tort Law	3
LS 3340 Principles of Litigation	3
LS 3341 Evidence for Paralegals	3
LS 3350 Advanced Legal Writing	3
LS 4190 Paralegal Portfolio	1
LS/CJ 3305 Constitutional Law	3
LS/CJ 4303 Interview and Interrogation	3
LS/CJ 4350 Directed Study	3
LS/CJ 4360 Internship	3

**Choose three of the following: 9 hours**

- BCJ/CJ 3301 Criminology
- BCJ/CJ 3306 Private Security
- BCJ/CJ 3308 Terrorism
- BCJ/CJ 3312 CJ & the Web
- BCJ/CJ 4301 Criminalistics
- BCJ/CJ 4302 Courts
- BCJ/CJ 4304 CJ Ethics
- BCJ/CJ 4306 Criminal Behavior Analysis
- BCJ 3302 Community Relations
- BCJ 3304 Juvenile Justice
- BCJ 3310 Corrections
- BCJ 3313 Cultural Diversity

**General Electives ..... 18 hours**

(At least 6 hours of the general electives must be upper division credits)

**Total Hours Required for Graduation ..... 120 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

\*At least ten hours of Legal Specialty courses must be taken in the traditional classroom setting.

\*At least 25% of program’s minimum in residency for transfer students

The university requires at least 42 upper-level credits for all bachelor’s degrees. Some programs may require more.

**A.S. Degree in Legal Studies**

**Core curriculum..... 46 hours**

**Christian Literacy 12 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
LS 2304 Paralegal Ethics	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Heritage	3
<b>Information and Communication Literacy</b>	<b>6 hours</b>
<u>Composition and Literature</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics Requirements</u>	
MH 1338 Finite Math	3
<u>Natural Science Requirement</u>	
<i>Choose one of the following:</i>	
(Phy/Chm/Nat/Bio)	3
LAB	1
<b>Personal and Social Literacy</b>	<b>6 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
<u>Social Science</u>	
LS 1300 Introduction to Paralegalism I	3
<b>Departmental Requirements</b>	<b>6 hours</b>
<u>Communication</u>	
EH 1303 Speech Communication	3
<u>Technology</u>	
<i>Choose one of the following:</i>	3
CIS 1301 Introduction to Computer and Information Science or	
CS 1305 Computer Programming I	
<b>Professional Literacy .....</b>	<b>28 hours</b>
<u>Legal Studies</u>	
LS 1301 Legal Research and Writing	3
LS 1320 Law Office Management	3
LS 2190 Paralegal Portfolio	1
LS 2340 Civil Procedure	3
LS 2370 Tort Law	3

LS 3341 Evidence for Paralegals

3

Electives

*Choose four of the following*

LS 2310 Family Law

LS 2320 Real Property Law

LS 2330 Probates/Wills/Estates/Trusts

LS 2346 Criminal Law and Procedure

LS 2350 Directed Study (CLA exam)

LS 2360 Internship

LS 2380 Business Law

**Total Hours Required for Graduation ..... 74 hours**



# DEPARTMENT OF ENGLISH

The study of English language and literature leads students to broaden their understanding of the human experience and to gain proficiency in written communication. By directing students to study and reflect on the creative works of great writers, and to practice the craft of writing in various applications, English faculty members at Faulkner University seek to reaffirm Christian ideals and practices in all walks of life. Through reading, writing, and discussion, students are equipped to make sound judgments not only in their evaluation and appreciation of literature and other forms of writing, but also in many phases of human activity.

To these ends, the English Department offers a Bachelor of Arts degree in English that offers courses in the following areas: literature, literary criticism, composition, creative writing, and professional writing. Upon completion of their degree, students should be qualified to enter graduate school in their chosen field or to take a position in the professional world. English is an excellent undergraduate major for students planning to enter law school or writing-intensive professions, such as, technical writing, publishing, journalism, social services, civic work, and public relations.

All students who receive a bachelor's degree in English will take the ETS Major Field Test in Literature in English, work as an intern in an English-related field (100 hours minimum), compose a reflective essay portfolio, and deliver a PowerPoint presentation on their work experiences in the Internship course.

Students may minor in English by completing a minimum of eighteen (18) hours in English, of which six (6) hours must be upper-level courses, in consultation with his or her advisor.

## Bachelor of Arts Degree in English

<b>Core curriculum</b> .....	<b>50 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3

BI 2319 Christian Ethics	3
BI 3311 Marriage & Family	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Heritage Literacy<sup>3</sup></b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics</u>	3
MH 1338      Finite Mathematics <b>or</b> higher	
<u>Natural <b>or</b> Physical Science Requirement</u>	4
One course from Physical Science, Chemistry, or Physics with the accompanying lab <b>or</b> one course from Biology with the accompanying lab.	
Natural Science Recommendation:	
BIO 1300/1100      Perspectives in Biology [recommended for non-science majors]	
Physical Science Recommendation:	
CHM 1300/1100      Chemistry and Society [recommended for non-science majors]	
<b>Information and Communication Literacy</b>	<b>9 hours</b>
<u>Composition and Literature</u>	
EH 1301      English Composition I	3
EH 1302      English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer*	
<u>Social Science</u> ( <b>one</b> course from the following list)	3
BA 2303      Macroeconomics	
CJ 1300      Introduction to Criminal Justice	
COU 2320      Introduction to Counseling	
CSIS 2315      Computers, Ethics, and Society	
INF 2315      Information, Ethics, and Society	
PS 2308      Introduction to American Constitutional Government	
PY 1310      Introduction to Psychology	
SY 2328      Introduction to Sociology	
<b>Foreign Language**</b> .....	<b>6 hours</b>
(Two sequential three-hour courses in the same language)	

<sup>3</sup>Transfer options available to students who will not graduate from Faulkner.

**Professional Literacy ..... 45 hours**

**Required ..... 24 hours**

EH 3300	Creative Writing	3
EH 3301	Advanced Composition	3
EH 3315	Technical Writing	3
EH 3365	American Writers Since 1800	3
EH 3375	British Writers Since 1800	3
EH 4301	Literary Criticism	3
EH 4312	Internship	3
EH 4313	Shakespeare Survey	3

**Choose four of the following: ..... 12 hours**

EH 3345	Young Adult Literature
EH 4325	Studies in the Novel
EH 4345	Film as Literature
EH 4351	Studies in English Language
EH 4365	World Literature
EH 4361	Special Topics

**Choose one of the following: ..... 3 hours**

EH 4333	Chaucer and Medieval Studies
EH 4353	Christian Modernists

**Choose two of the following: ..... 6 hours**

EH 3302	Fiction Writing	EH
3304	Poetry Writing	EH
3321	Feature Writing	
EH 4302	Advanced Fiction Writing	
EH 4304	Advanced Poetry Writing	

**General Electives ..... 21 hours**

**Total Hours Required for Graduation ..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

\*\* Students pursuing a B.A. degree in English may meet this requirement by achieving a passing score on a nationally administered standardized exam in foreign language.

\*\*\*Students who intend to pursue a graduate degree or a career in an English-related field, such as publishing, writing, journalism, or teaching, should satisfy the electives requirement by taking as many English courses as possible.

The university requires at least 42 upper-level hours for all bachelor's degrees. Some programs may require more.

## DEPARTMENT OF FINE ARTS

### Music

The mission of the Faulkner University music program is to glorify God through the education of the whole person and through the preparation of competent musicians, emphasizing integrity of character; the love of learning, creating, and performing; the admiration of the beautiful and the sublime; and the integration of a Christian worldview into a philosophy of the arts. The studies in music are designed to prepare musicians for music studies on the graduate level, to pursue their teaching certification at the graduate level, or to enter a career in performance. In addition, studies in music at Faulkner provide guidance for musically talented students who seek to contribute to the aesthetic and cultural life of the university, the community, and in their local church.

Students may obtain a Bachelor of Arts in Music degree with a concentration in either vocal or instrumental music. Students may also pursue a minor in music.

The university music program sponsors four performance ensembles, whose members are chosen by audition. The University Chorus and Faulkner Singers perform throughout the state and around the nation each year. The University Band performs at football games in the fall and focuses on concert repertoire in the spring. The Jazz Ensemble, like the vocal ensembles, performs numerous times each year.

Before being admitted as music majors, students must take a Theory Placement Exam and pass an audition on their primary instrument.

Candidates for degrees in music must fulfill the following requirements:

1. Complete all course requirements.
2. Attend a specified number of student recitals and university-sponsored concerts each semester enrolled at Faulkner University.
3. Perform in student recitals and in a jury each semester enrolled in private instruction. (Juries are performed on the student's principal instrument.)
4. Perform a senior recital during the senior year consisting of at least 45 minutes of musical material. Students should prepare a program with notes and, for vocalists, translations.
5. Pass the Piano Proficiency Exam, which includes a number of specific requirements associated with the specific degree track the student is pursuing.
6. Pass the Major Field Test during the student's senior year.
7. Complete an internship during the final semester of the student's senior year.

### B.A. Degree in Music – Choral Track

<b>Core Curriculum .....</b>	<b>50 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding Biblical Literature	3
BI 2319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3
 <b>Cultural Heritage Literacy</b>	 <b>9 hours</b>
HU 2315 Western Tradition I (or GB 2301)	3
HU 2325 Western Tradition II (or GB 2302)	3
HY 2320 American Cultural Heritage	3
 <b>Mathematical and Scientific Literacy</b>	 <b>7 hours</b>
MH 1338 Finite Math (or higher)	3
Science and Lab	4
 <b>Information and Communication Literacy</b>	 <b>9 hours</b>
EH 1301 English Composition I (or GB 1301)	3
EH 1302 English Composition II (or GB 1302)	3
English/American Literature (or GB 3301)	3
 <b>Personal and Social Literacy</b>	 <b>7 hours</b>
PE 1300 Lifetime Fitness	3
Social Science	3
FAF 1111 Faulkner Foundations (or FAF 2111)*	1
 <b>Foreign Language Literacy</b>	 <b>6 hours</b>
(Two three-hour courses in the same language)	
 <b>Professional Literacy .....</b>	 <b>57 hours</b>
<b>Disciplined Required Courses</b>	<b>57 hours</b>
MU 1151 Sight Singing and Ear Training I	1
MU 1152 Sight Singing and Ear Training II	1
MU 1153 Class Piano I	1
MU 1154 Class Piano II	1
MU 2151 Sight Singing and Ear Training III	1
MU 2152 Sight Singing and Ear Training IV	1
MU 2231 Music Literature	2
MU 2341 Music Theory I	3
MU 2342 Music Theory II	3
MU 3010 Piano Proficiency Exam	0
MU 3243 Orchestration and Arranging	2



MU 3331 Music History I	3
MU 3332 Music History II	3
MU 3341 Music Theory III	3
MU 3342 Music Theory IV	3
MU 3351 Choral Conducting	3
MU 4010 Senior Recital	0
MU 4331 Christian Aesthetics and Philosophies of Fine Arts	3
MU 4360 Music Internship	3
Lower-Level Private Applied Lessons (MU 11XX-21XX <sup>1</sup> )	4
Upper-Level Private Applied Lessons (MU 32XX-42XX <sup>1</sup> )	8
<i>Choose one of the following ensembles:<sup>2</sup></i>	8
MU 1160/61-4160/61 University Chorus	
MU 1164/65-4164/65 Faulkner Singers	

**General Electives ..... 11 hours**

**Total Hours Required for Graduation ..... 124 hours**

\*All incoming freshmen must complete FAFE 1111. Students transferring more than 12 semester hours will take FATE 2111 in lieu of FAFE 1111.

The university requires at least 42 upper-level credits for all bachelor’s degrees. Some programs may require more.

<sup>1</sup>Private Applied Lessons: 12 hours are required, of which at least 8 hours must be upper division.

<sup>2</sup>Ensemble Requirement: 8 hours are required, of which at least 4 hours must be upper division. Students pursuing the choral track should choose University Chorus and/or Faulkner Singers. Students pursuing the instrumental track should choose University Band and/or Jazz Ensemble. Credit earned through membership in ensembles not sanctioned by the Department of Fine Arts will not be counted toward graduation.

**B.A. Degree in Music – Instrumental Track**

**Core Curriculum ..... 50 hours**

**Christian Literacy ..... 18 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding Biblical Literature	3
BI 2319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3

<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I (or GB 2301)	3
HU 2325 Western Tradition II (or GB 2302)	3
HY 2320 American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Math (or higher)	3
Science and Lab	4
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I (or GB 1301)	3
EH 1302 English Composition II (or GB 1302)	3
English/American Literature (or GB 3301)	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
Social Science	3
FAF 1111 Faulkner Foundations (or FAF 2111)*	1
<b>Foreign Language Literacy .....</b>	<b>6 hours</b>
(Two three-hour courses in the same language)	
<b>Professional Literacy .....</b>	<b>57 hours</b>
<b>Disciplined Required Courses</b>	<b>57 hours</b>
MU 1151 Sight Singing and Ear Training I	1
MU 1152 Sight Singing and Ear Training II	1
MU 1153 Class Piano I	1
MU 1154 Class Piano II	1
MU 2151 Sight Singing and Ear Training III	1
MU 2152 Sight Singing and Ear Training IV	1
MU 2231 Music Literature	2
MU 2341 Music Theory I	3
MU 2342 Music Theory II	3
MU 3010 Piano Proficiency Exam	0
MU 3243 Orchestration and Arranging	2
MU 3331 Music History I	3
MU 3332 Music History II	3
MU 3341 Music Theory III	3
MU 3342 Music Theory IV	3
MU 3352 Instrumental Conducting	3
MU 4010 Senior Recital	0
MU 4331 Christian Aesthetics and Philosophies of Fine Arts	3
MU 4360 Music Internship	3
Lower-Level Private Applied Lessons (MU 11XX-21XX <sup>1</sup> )	4

Upper-Level Private Applied Lessons (MU 32XX-42XX<sup>1</sup>) 8

*Choose one of the following ensembles:*<sup>2</sup> 8

MU 1184/85-4184/85 University Band

MU 1182/83-4182/83 Jazz Ensemble

**General Electives ..... 11 hours**

**Total Hours Required for Graduation ..... 124 hours**

\* All incoming freshmen must complete FAFE 1111. Students transferring more than 12 semester hours will take FATE 2111 in lieu of FAFE 1111.

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

<sup>1</sup>Private Applied Lessons: 12 hours are required, of which at least 8 hours must be upper division.

<sup>2</sup>Ensemble Requirement: 8 hours are required, of which at least 4 hours must be upper division. Students pursuing the choral track should choose University Chorus and/or Faulkner Singers. Students pursuing the instrumental track should choose University Band and/or Jazz Ensemble. Credit earned through membership in ensembles not sanctioned by the Department of Fine Arts will not be counted toward graduation.

### Minor in Music

A minimum of 18 hours in music courses is required for a minor, of which 6 must be upper level courses. The following courses are recommended, but students demonstrating adequate preparation for more advanced study may choose alternatives. Any such substitutions must have departmental approval. At least 2 hours of private instruction is required. 2 semesters of successful ensemble participation are required.

**Professional Literacy ..... 18 hours**

MU 1151 Sight Singing and Ear Training I 1

MU 1152 Sight Singing and Ear Training II 1

MU 2231 Music Literature 2

MU 2341 Music Theory I 3

MU 2342 Music Theory II 3

*Choose two of the following additional courses:* 6

MU 3331 Music History I

MU 3332 Music History II

MU 3341 Music Theory III

MU 3351 Choral Conducting

MU 4331 Christian Aesthetics/Philosophy of Fine Arts

*Choose two of the following:* 2

MU 11// -41// Private Applied Lesson

MU 11//-41// Private Applied Lesson

*Choose two of the following ensemble courses:<sup>1</sup>*

0/2

MU 1060/1160 University Chorus

MU 1061/1161 University Chorus

MU 1064/1164 Faulkner Singers

MU 1065/1165 Faulkner Singers

MU 1084/1184 University Band

MU 1085/1185 University Band

MU 1082/1182 Jazz Ensemble

MU 1083/1183 Jazz Ensemble

<sup>1</sup>Registering for each of these courses requires the permission of the director. These courses may or may not be taken for credit. If taken for credit, the total number of hours for the minor in music is 20. If not taken for credit, the total number of hours for the minor in music is 18.



# DEPARTMENT OF HUMANITIES

The humanities comprise an essential component of a true liberal arts education. In its traditional academic meaning, “humanities” refers to a range of topics including language, rhetoric, literature, history, and philosophy (the *studia humanitatis* of the Renaissance). Training in this area is an interdisciplinary project.

The Department of Humanities performs several functions in pursuance of the goals outlined in the University’s mission statement:

1. It oversees the Western Cultural Heritage and Western Traditions sequences, a vital part of the core curriculum.
2. It coordinates instruction in modern foreign languages and Latin.
3. It offers the Bachelor of Arts degree in Liberal Arts.
4. In conjunction with the Great Books Honors Program, it offers a Bachelor of Arts in Humanities with a curriculum grounded in the Great Books.

## Liberal Arts

The liberal arts, historically understood, are not technical subjects such as computer science or marketing, which prepare students for careers in specific fields. Instead, the liberal arts are those subjects which are appropriate to free people in a free society, those that help the student wrestle with the fundamental issues of human existence: What is the nature of reality? Who or what are we? What is our place in the universe? How do we know what we think we know? How are we to behave towards others and towards God? What meaning is there in our existence and actions?

Study of the liberal arts involves asking these questions and seeing how others throughout history have answered them. Students learn how the implications of these different answers have played out in society, culture, politics, law, literature, and the arts. In addition, at Faulkner we ask specifically, “What are Christian answers to these questions? What implications will those answers have for society, etc.?”

Because these questions and their answers lie at the center of human existence, study of the liberal arts has been seen for centuries as the core of a proper university education. No matter what career path a Faulkner student chooses, study of the liberal arts should help to

orient him or her towards Christian answers to the above questions. Liberal arts majors can be found in all walks of life and most career tracks. A liberal arts degree stressing critical thinking and writing skills is appropriate preparation for most professional schools (including medicine and law) as well as for entry-level positions in business, government, and private education, among other fields. The Department of Humanities stresses the importance of internships for liberal arts majors who wish to acquire work experience in the fields in which they plan to make their careers.

## B.A. Degree in Liberal Arts

**Core Curriculum: ..... 50 hrs**

### **Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

### **Cultural Heritage Literacy 9 hours**

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3

### **Mathematical and Scientific Literacy 7 hours**

#### Mathematics Requirement 3

MH 1338 Finite Mathematics **or** higher

#### Science Requirement 4

BIO 1300/1100 Perspectives in Biology **OR**

CHM 1300/1100 Chemistry and Society **OR**

Other, higher, lab-accompanied BIO, CHM, or PHY course

### **Information and Communication Literacy 9 hours**

#### Composition and Literature

EH 1301 English Composition I 3

EH 1302 English Composition II 3

EH 2301 **or** EH 2303 **or** EH 2304 3

### **Personal and Social Literacy 7 hours**

PE 1300 Lifetime Fitness 3

FAF 1111 Faulkner Foundations (or FAF 2111) 1

[FAF 2111 required only if a student transfers more than 12 hrs]

#### Social Science

PS 2308 Intro to American Constitutional Government 3

**Foreign Language Literacy ..... 6 hours**

*Choose from:*

BI 1301 and 1302 New Testament Greek I-II  
BI 3301 and 3302 Biblical Hebrew I-II  
LAT 1301 and 1302 Latin I-II  
SP 1301 and 1302 Introductory Spanish I-II

**Professional Literacy ..... 48 Hours**

**Discipline Required Courses 30 hours**

HU 2330 How Markets Work 3  
EH 3301 Advanced Composition 3  
HU 3301 Western Philosophic Heritage 3  
HU 3302 Moral Philosophy 3  
HU 3303 Logic for Liberal Arts 3  
HU 4300 Senior Seminar 3  
HU 4331 Beauty and the Liberal Arts 3  
HU 4390 Internship 3

*Choose one of the following* 3

EH 4301 Literary Criticism  
EH 4313 Shakespeare  
EH 4325 Studies in the Novel  
EH 4333 Chaucer and Medieval Studies

*Choose one of the following* 3

HY 3307 Non-Western Civilization  
HY 4301 Medieval Europe  
HY 4302 Renaissance and Reformation  
HY 4303 Early Modern Europe  
HY 4304 Modern Europe  
HY 4313 Historiography & Philosophy of History

**Departmental Requirements 18 hours**

Minor or Concentration: Six courses within a disciplinary or pre-professional concentration. Options include, but are not limited to, a focus within a university department, a pre-medicine track, a pre-law track, and IPPE\*<sup>4</sup> certification through the Intercollegiate Studies Institute. Minimum of six upper-division credits.

**General Electives ..... 16 Hours**

*May include*

HU 2099 Individualized Study  
HU 3099 Individualized Study

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<sup>4</sup>Intercollegiate Philosophy, Politics, and Economics

**Total hours required for graduation..... 120 Hours**

The university requires at least 42 upper-level hours for all bachelor's degrees. Some programs may require more.



**B.A. Degree in Humanities (Great Books Curriculum): Online Degree Program**

**Core Curriculum ..... 48 Hours**

**Christian Literacy 18 hours**

- BI 1310 The Gospels 3
- BI 1322 Acts of the Apostles 3
- BI 2313 Books of Moses 3
- BI 2324 Biblical Wisdom Literature 3
- BI 3310 Courtship and Marriage 3
- BI 3329 Romans 3

**Cultural Heritage Literacy 9 hours**

- HU 2315 Western Tradition I 3
- HU 2325 Western Tradition II 3
- HY 2320 American Cultural Heritage 3

**Mathematical and Scientific Literacy 6 hours**

- Mathematics Requirement
- MH 1311 Mathematics 3
- Physical Science Requirement
- PHY 2317 Quadrivium and Physical Sciences 3

**Information and Communication Literacy 9 hours**

- Composition Requirement
- EH 1311 Rhetoric I 3
- EH 1322 Rhetoric II 3
- Technology
- HU 1309 Technology and Society 3

**Personal and Social Literacy 6 hours**

- Personal
- PE 1311 Health and the Human Being 3
- Social Science
- HU 2330 How Markets Work 3

**Foreign Language Literacy ..... 6 hours**

*Choose from*

- BI 1301 and 1302                      New Testament Greek I-II
- BI 3301 and 3302                      Biblical Hebrew I-II
- LAT 1301 and 1302                      Latin I-II
- SP 1301 and 1302                      Introductory Spanish I-II

**Professional Literacy: ..... 51 Hours**

<b>Area Requirements</b>	<b>33 hours</b>
EH 3314 Grammar for Liberal Arts	3
EH 3325 Rhetoric for Liberal Arts	3
GB 3311 Introduction to Great Books I	3
GB 3322 Introduction to Great Books II	3
GB 4313 Introduction to Great Books III	3
HU 3310 Philosophy and the Good Life	3
HU 3320 Philosophy and the Utopian Temptation	3
HU 3330 The Pursuit of Happiness: Culture, Government, Market	3
HU 4324 Logic for Liberal Arts	3
HU 4326 Moral Philosophy for Liberal Arts	3
HU 4331 Beauty and the Liberal Arts	3

<b>Departmental Requirements</b>	<b>18 hours</b>
HU 4328 Readings in Christian Humanism	3
HY 4310 Ancient Historians	3
LIT 4312 Epic Literature	3
PS 3320 Roots of American Constitutionalism	3
PS 4320 American Constitutionalism and Its Critics	3
REL 4311 Readings in Religious Classics	3

**General Electives: ..... 15 Hours**  
 May include  
 HU 2099 Individualized Study  
 HU 3099 Individualized Study

**Total hours required for graduation..... 120 Hours**

The university requires at least 42 upper-level credits for all bachelor’s degrees. Some programs may require more.

**Foreign Languages**

The study of foreign languages is provided to guide students in learning various languages for careers, Christian service, and personal fulfillment.

Knowledge of one or more foreign languages can provide the basis for a career or greatly enhance possibilities for entering and advancing in a variety of occupations (including Christian missions). The teaching of foreign languages is an open career field. Many opportunities in multinational businesses are available for the person skilled in a modern foreign language.

Perhaps more importantly, the study of foreign languages helps students discipline their minds by learning new structures of grammar and expression. Study of a foreign language also

enables access to the written, spoken, and sung art of that particular culture, whether ancient or modern, and can provide immense personal enrichment as a result.

Although it is a “dead” language, the study of Latin is particularly useful for today’s students, especially those who intend to pursue graduate studies. As a basis for most modern Western languages, including English, Latin provides a “key” to understanding modern vocabulary and grammar. Latin students perform well above the national average on the verbal portion of standardized tests such as the Graduate Record Exam (GRE). Study of Latin also imparts all the benefits listed in the previous paragraph, the more so because Latin was the dominant language of educated people for almost 2,000 years of Western civilization.

Biblical languages, especially Greek, are recommended for Bible majors. These courses are helpful in the study of the biblical text, and are listed in the School of Biblical Studies section of the catalogue.

### **Minors**

A minor in Humanities consists of eighteen credit hours (including at least six hours of upper level courses) selected by the student in conjunction with his advisor.

A minor in Spanish consists of eighteen credit hours (including at least six hours of upper level courses) selected by the student in conjunction with his advisor.



# DEPARTMENT OF KINESIOLOGY & EXERCISE SCIENCE

The renewed interest in health and fitness as a critical facet of everyone's life has placed added emphasis on the scientific base upon which the field is founded. Its relationship to anatomy, physiology, chemistry, and physics has taken on critical importance in the struggle to ensure people of varying physical capabilities the longest, healthiest, most active life possible. Physical educators supply the link of application between the physical scientists and society.

The purposes of the Department of Kinesiology and Exercise Science are as follows:

- A primary purpose is to increase every student's awareness of, and proficiency in, activities that will promote lifetime fitness.
- A second area of emphasis is the training of physical education teachers who, upon completion of the program, are certified to teach in the public school system in Alabama. Information about teacher certification in Physical Education is given in this catalog under the College of Education.
- The third facet of the department is the Sports Management major. This combination of Physical Education and Business coursework is designed to prepare the student for a career in the rapidly expanding field of commercial/corporate sport, fitness and recreation.
- The fourth facet of the department is the Exercise Science major. The program is intended to prepare qualified individuals for careers in clinical, corporate, commercial, and/or community exercise/wellness settings as well as to prepare students for graduate study in related fields.

The department offers three Bachelor of Science Degrees:

- B.S. in Exercise Science
- B.S. in Physical Education
- B.S. in Sports Management

In conjunction with the Department of Social and Behavioral Sciences, Faulkner offers a Bachelor degree in Sport Psychology. The complete degree plan may be found in the Social and Behavioral Sciences section of this catalog.

Students enrolled in the Great Books Honors Program who have completed GB I-IV may fulfill their contract obligation by selecting any two upper level courses within their major area with

agreement from select professor(s) and the honors college. Please consult the Great Books section of the catalog for complete details.

## Bachelor of Science in Exercise Science

The Bachelor of Exercise Science degree program positions students for career entry and mobility in the arenas of fitness, athletic training, teaching, coaching, and allied health-related fields. This well-rounded degree serves as a solid educational foundation for those students planning to pursue an immediate hands-on career dedicated to human health and wellness, or further pursue graduate work in related fields, including physical therapy, teaching Exercise Science, athletic training or other areas of advanced study.

### B.S. in Exercise Science

**Core Curriculum: ..... 50 Hours**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

**Cultural Heritage Literacy 9 hours**

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3

**Mathematics and Science 7 hours**

Mathematics Requirement

MH 1451 or higher		3
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Natural Science Recommendation

BIO 1301/1101 Principles of Biology and Lab		4
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**Information and Communication 9 hours**

Composition and Literature

EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 or EH 2303 or EH 2304		3

**Personal and Social Literacy 7 hours**

Personal

PE 1300	Lifetime Fitness	3
FAF 1111	Faulkner Foundations	1

Social Science

PY 1310	Introduction to Psychology	3
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**Professional Literacy ..... 58 Hours**

**Discipline Required Courses 28 hours**

PE 1317	Foundations of Physical Education	3
PE 3303	Kinesiology	3
PE 3304	Biomechanics	3
PE 3315	First Aid	3
PE 3334	Motor Learning	3
PE 3360	Exercise Physiology	3
PE 3361	Exercise Physiology II	3
PE 4302	Prevention and Treatment of Ath. Inj.	3
PE 4495	Internship	4

**Departmental Requirements 30 hours**

BIO 1102	Principles of Biology II Lab	1
BIO 1302	Principles of Biology II	3
BIO 3300	Health Nutrition	3
BIO 3393	Vertebrate A&P	3
BIO 3193	Vertebrate A&P Lab	1
BIO 3394	Vertebrate A&P II	3
BIO 3194	Vertebrate A&P II Lab	1
CHM 1311	General Chemistry	3
CHM 1111	General Chemistry Lab	1
CHM 1312	General Chemistry II	3
CHM 1112	General Chemistry II Lab	1
PHY 2311	University Physics	3
PHY 2111	University Physics Lab	1
PY 4301	Sports Psychology	3

**General Electives\* ..... 12 Hours**

**Total hours required for graduation..... 120 Hours**

\*Students interested in pre-physical therapy are encouraged to consider

BIO 3353	Microbiology and Lab
PHY 2312	University Physics II and Lab

**And/or**

Upper division Biology, Chemistry, or Physics **4-12 Hours**

The university requires at least 42 upper-level hours for all bachelor's degrees. Some programs may require more.

## Bachelor of Science in Sport Management

The Bachelor of Science in sports management cultivates innovative effective leaders who affect positive change in the field of sport management. This interdisciplinary degree provides a philosophical and theoretical background and relevant management principles. Students will be qualified to obtain a variety of jobs such as sports recreation and fitness facility manager, community recreation supervisor, health and wellness director, parks and recreation leader, tourism and resort planner, camp administrator, faith-based recreation minister, campus activities coordinator, intramural director, senior adult and youth program, personal trainer, group fitness instructor, and coaching.

### Core Curriculum: ..... 50 Hours

#### Christian Literacy 18 hours

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

#### Cultural Heritage Literacy 9 hours

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3

#### Mathematics and Science 7 hours

Mathematics Requirement	3	
MH 1338	Finite Mathematics <b>or</b> higher	3
Natural Science Requirement	4	
BIO 1300/1100	Perspectives in Biology [recommended]	

#### Information and Communication 9 hours

<u>Composition and Literature</u>		
EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304		3

#### Personal and Social Literacy 7 hours

<u>Personal</u>		
PE 1300	Lifetime Fitness	3
FAF 1111	Faulkner Foundations <b>or</b> FAF 2111	1
[FAF 2111 required only if a student transfers more than 12 hrs]		
<u>Social Science</u>		
BA 2303	Macroeconomics	3

**Professional Literacy: ..... 68 Hours**

**Discipline Required Courses 38 hours**

BIO 2393/2193	Anatomy & Physiology I and lab	4
BIO 3300	Health Nutrition	3
PE 1317	Foundations of PE/SM	3
PE 2301	Individual and Dual Sports	3
PE 2303	Team and Rec Sports	3
PE 3303	Kinesiology	3
PE 3315	Advanced First Aid	3
PE 3360	Exercise Physiology	3
PE 4302	Prevention and Treatment	3
PE 4303	Developing Fitness Programs	3
PE 4495	Sports Management Internship	4
PY 4300	Psychology of Coaching	3

**Departmental Requirements 18 hours**

BA 2305	Business Math	3
BA 2301	Accounting I	3
BA 2302	Accounting II	3
BA 3380	Legal Environment of Business I	3
MN 3300	Principles of Management	3
MKT 3310	Principles of Marketing	3

**Departmental Selections 12 hours**

*Select two from the following* 6

BA 3381	Legal Environment II	
BA 2304	Microeconomics	
MN 3325	Personnel and Human Resource Management	
MN 4360	Organizational Behavior	

*Select two from the following* 6

PE 3331	Health Education	
PE 3334	Motor Learning	
PE 4303	Organization and Administration	
PE 4329	Materials and Methods	

**General Electives ..... 3 Hours**

**Total hours required for graduation..... 121 Hours**

The university requires at least 42 upper-level hours for all bachelor's degrees. Some programs may require more.



## Bachelor of Science in Physical Education

The Bachelor of Science in Physical Education combines a student's passion for fitness and sports with the desire to work with children. As a physical education teacher, graduates will instruct school-age children on the components and lifetime activities needed to stay fit, exercise and live healthfully. This degree emphasizes the broad fundamental principles of physical education, including scientific foundations, psychological and cultural aspects, assessment and testing methods, trends, and leadership development in a variety of physical activities to prepare students for professional positions in a rapidly growing field.

## B.S. Degree in Physical Education with Certification in Education

### Core Curriculum ..... 51 Hours

#### Christian Literacy 15 hours

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

#### Social Studies 12 hours

HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3
PY 2310	Life Span Development	3

#### Information and Communication Literacy 12 hours

EH 1301	English Composition I	3
EH 1302	English Composition II	3
BI 2318	Understanding Biblical Literature	3
	Literature elective	3

#### Mathematics and Science 11 hours

MH 1338	Finite Math	3
BIO 1300/1100	Perspectives of Biology w/ lab	4
BIO 2392/2193	Anatomy & Physiology w/ lab	4

#### Personal 1 hour

FAF 1111	Faulkner Foundations or FAF 2111	1
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[FAF 2111 required only if a student transfers more than 12 hrs]

### Professional Literacy ..... 36 hours

ED 2020	Introduction to Education	3
ED 2322	Foundations of Education	3
ED 2323	Technology in the Classroom	3

ED 3340	The Exceptional Learner	3
ED 3315	Fundamentals of Reading	3
ED 2342	Instructional Methodology	3
ED 4129	Materials and Methods	3
ED 4320	Assessment in Education	3
ED 4348	Classroom Management	3
PY 3380	Educational Psychology	3
ED 4350	Seminar in Education	3
ED 4998	Internship P-12	3

**Teaching Field ..... 42 hours**

PE 1300	Lifetime Fitness	3
PE 1317	Foundations of PE	3
PE 2301	Individual and Dual Sports	3
PE 2303	Team and Recreational Sports	3
PE 3303	Kinesiology	3
ED 3341	Health Education	3
PE 3315	First Aid	3
PE 3334	Motor Learning	3
PE 3333	P.E. in the Elementary School	3
PE 3360	Exercise Physiology	3
PE 4300	Sports Psychology	3
PE 4361	PE for the Exceptional Child	3
PE 4311	Prevention and Treatment in Injuries	3
PE 4303	Organization and Administration	3

**Total hours required for graduation..... 129 Hours**

*\*See Department of Education for additional hours/course work that may be required for this major.*

# DEPARTMENT OF MATHEMATICS

The mission of the Faulkner University Department of Mathematics is to provide graduates with the necessary skills and academic foundation for success in the work force in any field with a strong mathematical component as a mathematician or mathematics educator. The department is committed to providing a rigorous course of study to encourage graduates in the pursuit of advanced degrees or professional areas of interest. The department strives to promote the development of character, integrity and moral ethics in the education of the whole person. Students develop quantitative, analytical, and critical thinking skills in a caring, friendly, and moral environment.

Students enrolled in the Great Books Honors program may fulfill their GBH contract obligation by selecting any two upper level courses within their major area with agreement from select professor(s) and the honors program. Please consult the Great Books section of the catalog for complete details.

## B.S. Degree in Mathematics

<b>Core Curriculum</b> .....	<b>51 hours</b>	
<b>Christian Literacy</b>	<b>18 hours</b>	
BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>	
HU 2315	Western Tradition I	3
HU 2325	Western Tradition II	3
HY 2320	American Cultural Heritage	3
<b>Information and Communication Literacy</b>	<b>9 hours</b>	
EH 1301	English Composition I	3

EH 1302 English Composition II	3
EH 2301 or EH 2303 or EH 2304	3
<b>Mathematical and Scientific Literacy</b>	<b>8 hours</b>
MH 1451 Calculus I	4
PHY 2311 University Physics I	3
PHY 2111 University Physics I Lab	1
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
Social Science Elective	3
FAF 1111 Faulkner Foundations or	1
FAF 2111 Faulkner Foundations-Transfer*	
<b>Professional Literacy .....</b>	<b>51 hours</b>
<b>Mathematics</b>	<b>44 hours</b>
MH 2390 Transition to Advanced Mathematics	3
MH 2340 Statistics	3
MH 2452 Calculus II	4
MH 2453 Calculus III	4
MH 3310 Linear Algebra	3
MH 3320 Discrete Mathematics	3
MH 3370 Differential Equations	3
MH 4300 Numerical Analysis and Scientific Computing	3
MH 4310 Mathematical Statistics	3
MH 4340 Abstract Algebra I	3
MH 4360 Real Analysis I	3
MH 4370 Complex Variables	3
MH 4390 Internship	3
<i>Choose one of the following:</i>	3
MH 3340 Number Theory	
MH 4330 History of Mathematics	
MH 4345 Abstract Algebra II	
MH 4350 Foundations of Plane Geometry	
<b>Departmental Requirements</b>	<b>7 hours</b>
PHY 2312 and 2112 University Physics II with lab	4
CS 1305 Computer Programming I	3
<b>General Electives .....</b>	<b>18 hours</b>
At least six hours must be advanced. Math/Science courses recommended.	
<b>Total hours required for graduation.....</b>	<b>120 Hours</b>

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.



# DEPARTMENT OF NATURAL & PHYSICAL SCIENCES

Studies of the natural and physical sciences lead students to reason well and deeply, to sharpen their capacities for inquiry, analysis and critical thinking and to develop a keen awareness for the physical and biological environments. Our classes are designed to emphasize the scientific method as well as the ethical, social, and political implications of scientific research. In these we provide a focus on the laws that govern and demonstrate a universe that manifests both order and design. Our classes also make students aware of how scientists use these laws for societal advancement. The curricula contribute to the preparation and development of students planning careers in the biological sciences; in the physical sciences of chemistry, physics and engineering; and in interdisciplinary areas such as environmental and forensic sciences. Courses in these scientific areas are also a significant part of the core education of all Faulkner students.

The Department of Natural and Physical Sciences offers the Bachelor of Science (B.S.) in Biology, Bachelor of Science (B.S.) in Biochemistry and the Bachelor of Arts (B.A.) degree in Biology. A minor in Biology is available for students with other majors. In order to add a minor from another department to your biology or biology biochemistry degree please see the catalog section for that department.

## **Biology**

Courses offered in the natural science of biology provide students with a thorough preparation for employment, research, and advanced training in the many biological sciences such as zoology, botany, mycology, microbiology, and related subareas. They also contribute to an appropriate background for students preparing to enter pre-professional studies of human health-related fields such as medicine, dentistry, ophthalmology, physical therapy, nutrition, pharmacy, and related health science subareas. Similarly, they prepare a student to enter into the applied biological fields such as animal science, agronomy, food science, and veterinary medicine, and also related societal areas such as anthropology, forensic science, mortuary

science, and funeral service. Regardless of their interests, our biology students will earn college internship credit for experiences in the specialized bio-related area of their choice.

An assortment of courses in biology provides the student majoring in biology with a broader and deeper understanding of the structures and functions of living things and their complex interrelationships. Students who wish to pursue careers in one of the many areas of the biological sciences will earn the Baccalaureate degree in Biology.

## B.S. in Biology

### Core Curriculum ..... 51 hours

#### Christian Literacy 18 hours

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

#### Cultural Heritage Literacy 9 hours

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

#### Mathematical and Scientific Literacy 7 hours

MH 1441	Calculus or higher	4
BIO 1301	or higher with accompanying lab	4

#### Information and Communication Literacy 9 hours

EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301	or EH 2303 or EH 2304	3

#### Personal and Social Literacy 7 hours

PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations, <b>or</b> FAF 2111 Faulkner Foundations - Transfer	1
Social Science	(PY 1310, SY 2328 or other approved course)	3

### Professional Literacy ..... 64 hours

#### Discipline Required Courses 34 hours

BIO 1302/BIO 1102	Principles of Biology II/Principles of Biology II Lab	4
BIO 2306/BIO 2106	Botany & Botany Lab	4
BIO 3303/BIO 3103	Invertebrate Zoology/Invertebrate Zoology Lab <b>OR</b>	

BIO 3304/BIO 3104 Vertebrate Zoology/Vertebrate Zoology Lab	4
BIO 3351/BIO 3151 Genetics/Genetics Lab	4
BIO 3312/BIO 3112 Cell Biology/Cell Biology Lab <b>OR</b>	
BIO 3353/BIO 3153 Microbiology/Microbiology Lab	4
BIO 3362/BIO 3162 Ecology/Ecology Lab	4
BIO 3393/BIO 3193 Vertebrate Anatomy & Physiology I and Vertebrate A & P I Lab <b>OR</b>	
BIO 3357/BIO 3157 Plant Anatomy & Physiology/Plant A & P Lab	4
BIO 4360 Biology Internship	3
BIO 4380 Scientific Research	3

### Departmental Requirements

**30 hours**

MH 2340 Statistics	3
PHY 2311/PHY 2111 University Physics I/University Physics I Lab	4
PHY 2312/PHY 2112 University Physics II/University Physics II Lab	4
CHM 1311/CHM 1111 General Chemistry I/General Chemistry I Lab	4
CHM 1312/CHM 1112 General Chemistry II/General Chemistry II Lab	4
CHM 3349/CHM 3149 Organic Chemistry I/Organic Chemistry I Lab	4
CHM 3350/CHM 3150 Organic Chemistry II/Organic Chemistry II Lab	4
CHM 4350 Biochemistry I or approved elective	3

**General Electives ..... 8 hours**

**Total hours required for graduation..... 123 Hours**

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

### PRE-PROFESSIONAL CURRICULA

Faculty advisors can help students tailor the biology degree plan to provide an excellent undergraduate preparation for graduate or professional programs leading to careers in a number of health-related fields, including medicine, dentistry, ophthalmology, optometry, physical therapy, and pharmacy. Other choices might help prepare a student for a career in veterinary medicine or environmental biology.

Students should note that the requirements for many other professional and graduate programs (e.g. zoology, botany, chiropractic medicine, occupational therapy, nutrition, forensic science, agriculture, etc.) may also be completed at Faulkner University. Students with other specialties in mind should consult a professional school of interest to determine exact admission requirements and consult with a Faulkner faculty advisor regarding equivalent Faulkner courses.

For more information on the general and pre-professional options, students should consult their advisor concerning admission requirements to the professional schools. Because professional school requirements change with time, students are obliged to communicate with



the professional schools of their choice to obtain the current official entrance requirements. and discuss changes or requirements with their advisors.

### **B.A. Degree in Biology**

Students often choose the following Bachelor of Arts (B.A.) in Biology because of the flexibility it offers them. Students who want to earn a special minor while studying biology have over 15 elective hours to dedicate as they wish. Consult other sections of this catalog for the departmental requirements to help you plan for minors.

### **Degree Plan: B.A. in Biology**

**Core Curriculum ..... 50 hours**

**Christian Literacy ..... 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

**Cultural Heritage Literacy ..... 9 hours**

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

**Mathematical and Scientific Literacy ..... 7 hours**

MH 1340	Precalculus Algebra	3
BIO 1301	or Higher with accompanying lab	4

**Information and Communication Literacy ..... 9 hours**

EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301	or EH 2303 or EH 2304	3

**Personal and Social Literacy ..... 7 hours**

PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations, <b>or</b> FAF 2111 Faulkner Foundations - Transfer	1
Social Science	(PY 1310, SY 2328 or other approved course)	3

**Foreign Language Literacy ..... 6 hours**

(Two three-hour courses in the same language)

**Professional Literacy ..... 54 hours**

**Discipline Required Courses 37 hours**

BIO 1302/BIO 1102 Principles of Biology II/Principles of Biology II Lab	4
BIO 2306/BIO 2106 Botany & Botany Lab	4
BIO 3303/BIO 3103 Invertebrate Zoology/Invertebrate Zoology Lab <b>OR</b>	
BIO 3304/BIO 3104 Vertebrate Zoology/Vertebrate Zoology Lab	4
BIO 3351/BIO 3151 Genetics/Genetics Lab	4
BIO 3312/BIO 3112 Cell Biology/Cell Biology Lab <b>OR</b>	
BIO 3353/BIO 3153 Microbiology/Microbiology Lab	4
BIO 3362/BIO 3162 Ecology/Ecology Lab	4
BIO 3325 Field Biology	3
BIO 3393/BIO 3193 Vertebrate Anatomy & Physiology I and Vertebrate A & P I Lab <b>OR</b>	
BIO 3357//BIO 3157 Plant Anatomy & Physiology	4
BIO 4360 Biology Internship	3
BIO 4380 Scientific Research	3

**Departmental Requirements 17 hours**

MH 2340 Statistics	3
CHM 1311/CHM 1111 General Chemistry I/General Chemistry I Lab	4
CHM 1312/CHM 1112 General Chemistry II/General Chemistry II Lab	4
PY 3300 Developmental Psychology	3
PY 4310 Abnormal Psychology or approved Psychology elective	3

**General Electives ..... 12 hours**

**Total Hours Required for Graduation ..... 122 hours**

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

## Biochemistry

Biochemistry molecular aspects of chemistry to biological systems. It is a key area of study in the related fields of:

- Biology and Biotechnology including
  - The physiology of all kinds of organisms
  - Human and veterinary medicine and related professions
  - Genetics, Organismal Development and Genetic Engineering
  - Nutrition and Health
  - Environmental Science
  - Bioinformatics
- Pharmacy and pharmaceutical research
- Nanoparticle Research
- Forensic Sciences

Biochemists provide new ideas and experiments that improve our understanding of how life works. Their work supports our understanding of health and disease. The field drives the discovery of new ways to use molecular systems and their biological functions. The field of biochemistry contributes essential innovative information to the technology revolution. Biochemists work with chemists, physicists, healthcare professionals, government policy makers, engineers, zoologists, environmental scientists, and others from a variety of different disciplines. Biochemistry job opportunities exist in hospitals, agriculture, food institutes, education, scientific law, cosmetic industries, forensic crime research, industrial laboratories, major pharmaceutical companies, biotechnology, government regulation and many more. Biochemists are highly valued members of many companies and institutions. The life science community in which they work is a fast-paced, interactive network with career opportunities at many levels. Our society now recognizes the great potential of biochemistry for the life sciences and so funding of research in these areas has been increasing steadily.

### Degree Plan: B.S. in Biochemistry

**Core Curriculum ..... 51 hours**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

**Cultural Heritage Literacy 9 hours**

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1451 Calculus	3
BIO 1301 or Higher with accompanying lab	4
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
EH 2301 or EH 2303 or EH 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF1111 Faulkner Foundations, <b>or</b>	1
FAF 2111 Faulkner Foundations - Transfer	
Social Science	3
(PY 1310, SY 2328 or other approved course)	
<b>Professional Literacy .....</b>	<b>63 hours</b>
<b>Discipline Required Courses</b>	<b>40 hours</b>
CHM 1311/1111 General Chemistry I/lab	4
CHM 1312/1112 General Chemistry II/lab	4
CHM 3349/3149 Organic Chemistry I/lab	4
CHM 3350/3150 Organic Chemistry II/lab	4
CHM 3351 Chemical Literature, Research and Seminar	3
CHM 3355/3155 Analytical Chemistry I/lab	4
CHM 4355 Advanced Topics in Biochemistry	3
CHM 4350/4150 Biochemistry I/lab	4
CHM 4351/4151 Biochemistry II/lab	4
CHM 4350 Chemistry Internship	3
CHM 4380 Chemistry Research	3
<b>Departmental Requirements</b>	<b>23 hours</b>
MH 2340 Statistics	3
PHY 2311/2111 University Physics I/lab	4
PHY 2312/2112 University Physics II/lab	4
BIO 1302/1102 Principles of Biology II/lab	4
BIO 3351/3151 Genetics/lab	4
BIO 3312/3112 Cell Biology/lab	4
<b>General Electives .....</b>	<b>9 hours</b>
<b>Total Minimum Hours Required.....</b>	<b>123 hours</b>

The university requires at least 42 upper-level credits for all bachelor's degrees. Some programs may require more.

### **Pre-professional Linkage Curricula for Transfer Prior to Earning B.S./B.A.**

Faulkner science students may apply to a variety of professional and paraprofessional programs prior to completing an undergraduate degree. Students who have interest in programs of this type must contact the institution offering the program of interest to determine the specific course requirements for a strong application. The following examples include sample transfer requirements for your interest.

### **Pre-Nursing and Allied Health Programs**

Pre-nursing at Faulkner is generally a two year endeavor leading to an application and transfer to a regional school of nursing (e.g. AUM, UAB, Troy, USA). Contact Freed-Hardeman's Department of Nursing for a list of courses that you should take here at Faulkner to fulfill application requirements for their R.N. to B.S.N. program. While this may lead to an A.S. degree here, many students choose to earn a B.A. or B.S. degree in biology here and apply for admission to nursing school before earning the B.S.N. and R.N. elsewhere. Some nursing programs now allow selected students with the Biology Baccalaureate degree (B.A./B.S.) to enter their M.S.N. programs directly without the R.N. requirement so some students may take that route into nursing. Requirements for entrance into nursing school vary from one institution to another and also sometimes differ among the programs at the same institution so students must communicate with the nursing schools of their choice to see the specific transfer requirements before scheduling their Faulkner classes. Some nursing schools will allow many core and introductory science classes to transfer while others limit their applicants to just a few transfer courses.

Faulkner University is also involved with providing the background training for students who wish to enroll in other allied health programs at a number of institutions in the Southeast. Students receive specialized paramedical training at such institutions and may complete preparation for careers in Child Development, Clinical Laboratory Sciences, Dental Assisting and Hygiene, Emergency Medical Services, Health Information Technology, Medical Transcription, Human Services, Medical Assistant, Occupational Therapy Assistant, Physical Therapy Assistant, Radiologic Technology, Respiratory Therapy, Sonography, and Sports Medicine. For example, the Faulkner University Department of Natural and Physical Sciences has a cooperative Linkage program with Wallace State College (WSC) at Hanceville, AL. Our program links with their many Associate of Applied Science degree programs. To prepare for this a student would take the first year of general education and additional prerequisite courses here at Faulkner and then apply for acceptance into WSC or a similar institution. A student then transfers to the new institution at the appropriate program starting date to complete their coursework and clinical experiences in one of the specialized programs through this arrangement.

Students interested in pursuing certification as a medical technician should contact advisors in the Department of Natural and Physical Sciences at the earliest possible opportunity

in order to plan the course of study at Faulkner that will meet the specific entrance requirements for their program of interest.

## Pre-Engineering

Students interested in pursuing a career in one of the engineering fields can get a great start at Faulkner University. The requirements for the first two years of a typical engineering program may be earned by taking an appropriate combination of core, mathematics and science courses. For example, a future engineering major may transfer all of the following course work from Faulkner University into Auburn University's Samuel Ginn College of Engineering program:

- English Composition I/II
- Western Tradition I/II
- General Psychology
- Principles of Microeconomics
- Ethics and Society (Bible)
- Appreciation of Music, Art, or Theater
- Computer Applications
- Calculus I/II/III
- Literature I/II
- Differential Equations
- Physics I/II

Depending upon the specific engineering subfield of interest students may also take substantial additional course work toward their degree requirements at this institution to include:

- Aerospace Engineering: General Chemistry I, Linear Algebra
- Biosystems Engineering: General Chemistry I/ II, (Forest option - only Chemistry I), Principles of Biology I/II
- Chemical Engineering: General Chemistry I/II, Organic Chemistry I/II, Intro. Psychology
- Civil Engineering: General Chemistry I/II
- Electrical Engineering: General Chemistry I, Linear Algebra, C++ Programming, Java Programming
- Forest Engineering: General Chemistry I, Principles of Biology I
- Industrial Systems Engineering: General Chemistry I, Linear Algebra
- Materials Engineering: General Chemistry I/II, Linear Algebra, C++ Programming
- Mechanical Engineering: General Chemistry I, Linear Algebra
- Software Engineering: Linear Algebra, Java Programming
- Textile Engineering: General Chemistry I/II, C++ Programming
- Wireless Engineering: General Chemistry I, Linear Algebra, C++ Programming, Java Programming

For further information on how Faulkner can help you prepare for a career in engineering please consult Dr. Jeff Arrington, Dean of the College of Arts and Sciences.

### **Minors in Natural or Physical Science**

Students completing a B.S. in Biology are encouraged to pursue a minor in chemistry. Such students must take at least ten additional semester hours of chemistry course work, six of which must be upper division in addition to the introductory general chemistry sequence, CHM 1311/111 and CHM 1312/1112,

Students from other disciplines who wish to minor in biology must take an additional 16 semester hours of Biology coursework, at least 12 of which must be upper division biology courses. Students who wish to pursue a minor in biology should meet with the chair of the department for advising during their freshman year.



# DEPARTMENT OF SOCIAL & BEHAVIORAL SCIENCES

## DEPARTMENT OF SOCIAL AND BEHAVIORAL SCIENCES

### Department Focus and Purpose

The social and behavioral sciences focus on human thought, behavior, interaction, and development, from personal, social, and historical perspectives. Degrees in the social and behavioral sciences enable students to acquire knowledge and develop ideas, attitudes, and skills that not only provide a sound basis for appreciation of peoples and cultures, but also serve to prepare the graduate for employment in many fields.

A Bachelor's Degree in one of the disciplines offered by this department prepares a graduate for employment in a variety of occupations, and to be well prepared for graduate work should the student decide to pursue such. The analytical, research, and writing skills learned in these programs are adaptable to almost any occupational requirements of jobs in both the public and private sectors, including government, industry and non-profit organizations.

In addition to the challenging course work offered in these programs, Faulkner University is dedicated to expanding the horizons of its students beyond the classroom through internships and hands on learning experiences that reinforce competencies learned in the classroom. Additionally, students are taught to apply a Biblical world-view in a way that makes a positive impact on people and society. Practices of self-care and introspective improvements are taught as a means to better help others and make those positive contributions to society. The idea is, we can't know how to help others until we first know ourselves.

### Department Mission and Vision

The Mission of the Department of Social and Behavioral Sciences is to teach and engage students in ways that promote critical thinking, social awareness, and personal consciousness designed to lead students through a biblically centered transformation, helping them to in turn influence the world in positive ways. Students are taught to:

- recognize the interconnectedness of the past, present, and future.
- be a productive influence in personal, professional, religious, civic, and global relationships.



- recognize the important role of introspection and personal development in the process of understanding and helping others.
- be responsible humans and citizens, understanding that every action has a positive or negative influence on others.
- appreciate human diversity in thought and culture, and to learn from others with differing or opposing views.
- appreciate the value of all humans as being made in the image of God.

The department offers bachelor’s degrees in history, psychology and social science; and minors in counseling, history, political science, psychology, sociology.

## History

A degree in History (HY) enables students to acquire knowledge and develop ideas, attitudes, and skills that not only provide a sound basis for appreciation of peoples and cultures, but also serve to prepare the graduate for employment in many fields. It serves as an excellent preparation for teaching history, incorporating knowledge, skills, and historical analysis into the curriculum.

### B.S. Degree in History (TRAD)

A bachelor’s degree in history can prepare students for diverse futures, including:

- A career as a secondary history or social science teacher
- Professional oriented graduate programs such as library science, international relations, archives management, or museum studies
- Entry into graduate programs in history or social science in preparation for a career as a historian.

## Bachelor of Science in History

**Core Curriculum ..... 50**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2355 Western Tradition II	3
HU 2320 American Cultural Heritage	3

<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics Requirement</u>	3
MH 1338 Finite Mathematics <b>or</b> higher	
<u>Science Requirement</u>	4
BIO 1300 or Higher with accompanying lab	

<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3

<b>Personal and Social Literacy</b>	<b>7 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
FAF1111 Faulkner Foundations	1
<u>Social Science</u>	
PS 2308 American Constitutional Government	3

**Professional Literacy..... 72**

<b>Departmental Requirements</b>	<b>24 hours</b>
PY 1310 Introduction to Psychology	3
SY 2328 Introduction to Sociology	3
SOS 2301 Cultural and Social Anthropology	3
SOS 3303 Race, Ethnicity, and Gender in America	3
SOS 3350 Research and Writing in the Social Sciences	3
SOS 3360 World Regional Geography	3
SOS 4351 Internship	3
<i>Choose at least ONE Human Systems Elective</i>	3
SOS 3315 Theories of Human System Dynamics	
COU 3370 Group Dynamics	
PY 3360 Social Psychology	
PY 4307 Industrial Organizational Psychology	

**Major Field Requirements 36 hours**

<b>History Major Courses</b>	<b>24 hours</b>
HY 1301 Survey of United States History to 1877	3
HY 1302 Survey of United States History from 1877 to Present	3
HY 2303 World Civilization I	3

HY 2304 World Civilization II	3
HY 3304 The Civil War and Reconstruction	3
HY 3305 Modern America	3
HY 3313 History of the Civil Rights Movement	3
HY 4313 Historiography and the Philosophy of History	3
<i>Choose ONE European History Elective Course</i>	3
HY 4302 Renaissance and Reformation Europe (1350-1648)	
HY 4303 Early Modern Europe (1648-1870)*	
HY 4304 Modern Europe (1870-Present)	
 <i>Choose ONE Political Science Elective Course</i>	 3
PS3312 Parties, Politics, and Elections	
PS 3316 State and Local Government	
PS 3330 Political Theory and Thought	
PS 4311 American Foreign Policy	
PS 4312 Comparative Government Institutions	
PS 4330 Comparative Political Economy*	
PS 4340 International Relations	
<i>Choose TWO Major Supportive Electives</i>	6
HY 2306 History of Alabama	
HY 3307 Non-Western Civilization	
HU 3301 Western Philosophic Heritage	
HU 3302 Moral Philosophy	
HU 3303 Logic for Liberal Arts*	
BI 3303 World Religions*	
<i>Or any other HY, PS, or related courses</i>	
 <b>Electives .....</b>	 <b>12 hours</b>
<b>Free Electives (any elective courses or transfers)</b>	
 <b>Total Hours Required for Graduation .....</b>	 <b>122 hours</b>

\*Courses recommended for students interesting in teaching History at the secondary level; Additional courses in Foreign Language, European History and Political Science also recommended

## Psychology

The psychology program integrates research-based theories, skills and methods for counseling and psychology with the Christian worldview. This model of integration and application helps students understand the interconnections between academic, career, family, social and spiritual life. All of our degrees help students understand the physical, emotional, social, and personal influences on thought and behavior. Our program also seeks to help people know more about themselves. Because we can't really understand others until we understand ourselves. Students have opportunities to study animal behavior as well as human behavior, with access to our live-animal lab for research and learning.

The psychology (PY) program has seven different options for students to choose from. All of our degrees are designed to prepare students for graduate school, as well as for dynamic careers at the undergraduate level for students who choose not to pursue graduate work or licensure. Seven degree are offering in Psychology, which include: Counseling Psychology, General / Clinical Psychology, Industrial/Organizational Psychology, Forensic Psychology, Sports Psychology, Health and Rehabilitation Psychology, and Health and Rehabilitation Psychology with Pre-Occupational Therapy Emphasis.

All degrees are offered in the traditional format on the Montgomery campus. Five are available fully online and in the Evening and Weekend Program (EWP) as a hybrid program (Counseling Psychology, General / Clinical Psychology, Forensic Psychology, Sports Psychology, Health and Rehabilitation Psychology). The other two can be completed online by students with selected transfer credits. A minor in psychology or counseling is also available for non-psychology majors.

### **B.S. Degree Counseling Psychology (TRAD, EWP, Online)**

The practice of counseling is built upon the foundation of psychology. The counseling psychology degree is built around core psychology courses and counseling courses that prepare students for careers in counseling, psychology, human services, and some areas of ministry. This degree is also a good choice for students who plan to pursue a graduate degree in counseling or marriage and family therapy.

### **Bachelor of Science in Counseling Psychology**

**Core Curriculum ..... 50**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

**Cultural Heritage Literacy** **9 hours**

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

**Mathematical and Scientific Literacy** **7 hours**

Mathematics Requirement

MH 1338	Finite Mathematics <b>or</b> higher	3
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Science Requirement

BIO 1300	or Higher with accompanying lab	4
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**Information and Communication Literacy** **9 hours**

EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304		3

**Personal and Social Literacy** **7 hours**

Personal

PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1

Social Science

PY 1310	Introduction to Psychology	3
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**Professional Literacy..... 53**

**Departmental Major Field Requirements** **29 hours**

COU2320	Introduction to Counseling	3
PY1100	Seminar: Foundations In Psychology	1
PY2100	Seminar: Special Topics In Psychology	1
PY3100	Seminar: Readings In Psychology	1
PY4100	Seminar: Senior Seminar In Psychology	1
PY2301	Developmental Psychology	3
PY3330	Behavioral Statistics	3
PY3150	Research Methods Lab	1
PY3350	Research Methods	3
PY3360	Social Psychology	3
PY4315	Psychology of Religion & Spirituality	3
PY4351	Internship	3
PY4391	Capstone Research Project	3

**Counseling Psychology Degree Requirements** **12 hours**

COU3324	Counseling Skills	3
COU3375	Professional Counseling Theories	3
PY3340	Theories of Personality	3

PY4310	Abnormal Psychology	3
<b>Counseling Psychology Degree Electives</b>		<b>12 hours</b>
<i>Human Systems Elective (at least ONE course)</i>		3
COU3370	Group Dynamics	
PY3315	Theories of Human System Dynamics	
PY4307	Industrial Organizational Psychology	
<i>Other Counseling Psychology Elective Options</i>		9
COU2330	Parent-Child Relationships	
COU2355	Drugs and Society	
COU3312	Marital & Family Theory	
COU3313	Human Sexuality	
COU3320	Life-roles and Career Development	
COU3351	Coping with Loss and Grief	
COU3355	Substance Abuse	
COU3365	Conflict Management	
PY3385	Behavior Modification Theories	
PY4320	Psychological Assessment	
<b>Electives .....</b>		<b>18</b>
<b>Free Electives (any elective courses or transfers)</b>		
<b>Total Hours Required for Graduation .....</b>		<b>121 hours</b>

**B.S. Degree in General / Clinical Psychology (TRAD, EWP, Online)**

The General / Clinical degree in psychology offers a tailored program for students with a variety of interests as well as those who are specifically interested in further graduate studies in psychology, research, or a generalized area of psychology. The degree offers more elective options and includes courses to well prepare students with a broad range of skills in psychology.

**Bachelor of Science in General / Clinical Psychology**

<b>Core Curriculum .....</b>		<b>50</b>
<b>Christian Literacy</b>		<b>18 hours</b>
BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2355 Western Tradition II	3
HU 2320 American Cultural Heritage	3

<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics Requirement</u>	
MH 1338 Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>	
BIO 1300 or Higher with accompanying lab	4

<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3

<b>Personal and Social Literacy</b>	<b>7 hours</b>
<u>Personal</u>	
PE 1300 Lifetime Fitness	3
FAF1111 Faulkner Foundations	1
<u>Social Science</u>	
PY 1310 Introduction to Psychology	3

**Professional Literacy..... 53**

<b>Departmental Major Field Requirements</b>	<b>29 hours</b>
COU2320 Introduction to Counseling	3
PY1100 Seminar: Foundations In Psychology	1
PY2100 Seminar: Special Topics In Psychology	1
PY3100 Seminar: Readings In Psychology	1
PY4100 Seminar: Senior Seminar In Psychology	1
PY2301 Developmental Psychology	3
PY3330 Behavioral Statistics	3
PY3150 Research Methods Lab	1
PY3350 Research Methods	3
PY3360 Social Psychology	3
PY4315 Psychology of Religion & Spirituality	3
PY4351 Internship	3
PY4391 Capstone Research Project	3

<b>General / Clinical Degree Requirements</b>	<b>12 hours</b>
PY3340 Theories of Personality	3
PY4310 Abnormal Psychology	3
PY4330 Physiological Psychology	3
PY4340 History and Systems	3

**General / Clinical Degree Electives** **12 hours**

*Human Systems Elective (at least ONE course)* 3

- COU3370      Group Dynamics
- PY3315      Theories of Human System Dynamics
- PY4307      Industrial Organizational Psychology

*Other General / Clinical Elective Options* 9

- CJ4306      Criminal Behavior Analysis
- COU2330    Parent-Child Relationships
- COU2355    Drugs and Society
- COU3312    Marital & Family Theory
- COU3313    Human Sexuality
- COU3320    Life-roles and Career Development
- COU3324    Counseling Skills
- COU3351    Coping with Loss and Grief
- COU3355    Substance Abuse
- COU3365    Conflict Management
- COU3375    Professional Counseling Theories
- PY3385      Behavior Modification Theories
- PY4320      Psychological Assessment
- PY4335      Health and Rehabilitation Psychology

**Electives** ..... **18**

**Free Electives (any advisor approved courses or transfers**

**Total Hours Required for Graduation** ..... **121 hours**

**B.S. Degree Forensic Psychology (TRAD, EWP, Online)**

The degree in Forensic Psychology will provide students with the core set of education and skills common to an undergraduate degree in psychology. It is specifically designed for students who desire to work in areas of law enforcements, legal systems, or with rehabilitation and correction juvenile and adult offenders. The degree includes a selection of courses in criminal justice (online students take BCJ courses) to provide students with knowledge in the area of forensics and criminal justice areas to apply to the core psychology learned in the program.

**Bachelor of Science in Forensic Psychology**

**Core Curriculum** ..... **50**

**Christian Literacy** **18 hours**

- BI 1315      Biblical Worldview I 3
- BI 1316      Biblical Worldview II 3
- BI 2318      Understanding the Bible 3



BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>		<b>9 hours</b>
HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>		<b>7 hours</b>
<u>Mathematics Requirement</u>		
MH 1338	Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>		
BIO 1300 or Higher with accompanying lab		3
<b>Information and Communication Literacy</b>		<b>9 hours</b>
EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304		3
<b>Personal and Social Literacy</b>		<b>7 hours</b>
<u>Personal</u>		
PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1
<u>Social Science</u>		
PY 1310	Introduction to Psychology	3
<b>Professional Literacy.....</b>		<b>53</b>
<b>Departmental Major Field Requirements</b>		<b>29 hours</b>
COU2320	Introduction to Counseling	3
PY1100	Seminar: Foundations In Psychology	1
PY2100	Seminar: Special Topics In Psychology	1
PY3100	Seminar: Readings In Psychology	1
PY4100	Seminar: Senior Seminar In Psychology	1
PY2301	Developmental Psychology	3
PY3330	Behavioral Statistics	3
PY3150	Research Methods Lab	1
PY3350	Research Methods	3
PY3360	Social Psychology	3
PY4315	Psychology of Religion & Spirituality	3
PY4351	Internship	3
PY4391	Capstone Research Project	3

<b>Forensic Psychology Degree Requirements</b>	<b>12 hours</b>
COU3365 Conflict Management	3
CJ/BCJ3301 Criminology	3
CJ/BCJ4306 Criminal Behavior Analysis	3
PY4307 Industrial Organizational Psychology	3

<b>Forensic Psychology Degree Electives</b>	<b>12 hours</b>
<i>Psychology Elective (ONE course)</i>	3
PY3340 Theories of Personality	
PY4310 Abnormal Psychology	
<i>Forensic Law Elective (ONE course)</i>	3
CJ/BCJ2331 Criminal Law	
CJ/BCJ3305 Constitutional Law	
<i>Other Forensic Psychology Elective Options (TWO courses)</i>	6
CJ/BCJ2310 Criminal Investigation	
CJ/BCJ2311 Organization and Administration	
CJ/BCJ2350 Crime Scene Investigation	
CJ/BCJ3302 Community Relations	
CJ/BCJ3304 Juvenile Justice	
CJ/BCJ3308 Terrorism	
CJ/BCJ3310 Corrections	
CJ/BCJ4301 Criminalistics	
CJ/BCJ4302 Courts and Courtroom Procedure	
CJ/BCJ4303 Interview & Interrogation	
CJ/BCJ4304 Ethics and the Criminal Justice System (Or other CJ/BCJ/LS course approved by advisor)	

**Electives ..... 18**  
**Free Electives (any advisor approved courses or transfers)**

**Total Hours Required for Graduation ..... 121 hours**

**B.S. Degree Health and Rehabilitation Psychology (TRAD, EWP, Online)**

This degree is the core degree for students interested in working in psychology areas of health and rehabilitation. It combines studies in areas of psychology with additional natural science and physical education requirements to give students a well-rounded knowledge of the mind and body and how they work together.

**Bachelor of Science in Health and Rehabilitation Psychology**

**Core Curriculum ..... 50**

<b>Christian Literacy</b>		<b>18 hours</b>
BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>		<b>9 hours</b>
HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>		<b>7 hours</b>
<u>Mathematics Requirement</u>		
MH 1338	Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>		
BIO 1300	or Higher with accompanying lab	3
<b>Information and Communication Literacy</b>		<b>9 hours</b>
EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301	<b>or</b> EH 2303 <b>or</b> EH 2304	3
<b>Personal and Social Literacy</b>		<b>7 hours</b>
<u>Personal</u>		
PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1
<u>Social Science</u>		
PY 1310	Introduction to Psychology	3
<b>Professional Literacy.....</b>		<b>55</b>
<b>Departmental Major Field Requirements</b>		<b>29 hours</b>
COU2320	Introduction to Counseling	3
PY1100	Seminar: Foundations In Psychology	1
PY2100	Seminar: Special Topics In Psychology	1
PY3100	Seminar: Readings In Psychology	1
PY4100	Seminar: Senior Seminar In Psychology	1
PY2301	Developmental Psychology	3
PY3330	Behavioral Statistics	3
PY3150	Research Methods Lab	1
PY3350	Research Methods	3
PY3360	Social Psychology	3
PY4315	Psychology of Religion & Spirituality	3

PY4351	Internship	3
PY4391	Capstone Research Project	3
<b>Health and Rehabilitation Psychology Degree Requirements</b>		<b>26 hours</b>
PY4310	Abnormal Psychology	3
PY4330	Physiological Psychology	3
PY4335	Health and Rehabilitation Psychology	3
BIO2393	Concepts of Anatomy and Physiology I	3
BIO2193	Concepts of Anatomy and Physiology I Lab	1
BIO2394	Concepts of Anatomy and Physiology II	3
BIO2194	Concepts of Anatomy and Physiology II Lab	1
BIO2340	Medical Terminology	3
PE3303	Kinesiology	3
<i>Social Science Elective (ONE course)</i>		3
ANTH2301	Cultural Anthropology	
SY2328	Introduction to Sociology	
<b>Electives .....</b>		<b>15</b>
<b>Free Electives (any advisor approved courses or transfers)</b>		
<b>Total Hours Required for Graduation .....</b>		<b>120 hours</b>

**B.S. Degree Health and Rehabilitation Psychology w/ Occupational Therapy Emphasis (TRAD)**

Students completing the pre-occupational therapy option earn a degree in Health and Rehabilitation Psychology with required higher levels of math and science and a focused internship experience when available. This degree was designed following a thorough review of entrance requirements to graduate programs in Occupational Therapy both in and out of state. Students are encouraged to consult with such programs directly to assure all requirements of a specific program are met through the degree at Faulkner.

**Bachelor of Science in Health and Rehabilitation Psychology (Pre-Occupational Therapy Emphasis)**

<b>Core Curriculum .....</b>		<b>50</b>
<b>Christian Literacy</b>		<b>18 hours</b>
BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3

BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>		<b>9 hours</b>
HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>		<b>7 hours</b>
<u>Mathematics Requirement</u>		
MH 1338	Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>		
BIO 1300 or Higher with accompanying lab		3
<b>Information and Communication Literacy</b>		<b>9 hours</b>
EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304		3
<b>Personal and Social Literacy</b>		<b>7 hours</b>
<u>Personal</u>		
PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1
<u>Social Science</u>		
PY 1310	Introduction to Psychology	3
<b>Professional Literacy</b> .....		<b>59</b>
<b>Departmental Major Field Requirements</b>		<b>29 hours</b>
COU2320	Introduction to Counseling	3
PY1100	Seminar: Foundations In Psychology	1
PY2100	Seminar: Special Topics In Psychology	1
PY3100	Seminar: Readings In Psychology	1
PY4100	Seminar: Senior Seminar In Psychology	1
PY2301	Developmental Psychology	3
PY3330	Behavioral Statistics	3
PY3150	Research Methods Lab	1
PY3350	Research Methods	3
PY3360	Social Psychology	3
PY4315	Psychology of Religion & Spirituality	3
PY4351	Internship	3
PY4391	Capstone Research Project	3
<b>Pre-Occupational Therapy / Health and Rehabilitation Psychology Degree Requirements</b>		<b>30 hours</b>
PY 4310	Abnormal Psychology	3

PY 4330	Physiological Psychology	3
PY4335)	Health and Rehabilitation Psychology	3
BIO 2393	Concepts of Anatomy and Physiology I	3
BIO 2193	Concepts of Anatomy and Physiology I Lab	1
BIO 2394	Concepts of Anatomy and Physiology II	3
BIO 2194	Concepts of Anatomy and Physiology II Lab	1
BIO2340	Medical Terminology	3
PE3303	Kinesiology	3
PHY 2311	University Physics	3
PHY 2111	University Physics Lab	1
<i>Social Science Elective (ONE course)</i>		3
ANTH2301	Cultural Anthropology	
SY2328	Introduction to Sociology	

**Electives ..... 12**

**Free Electives (any advisor approved courses or transfers)**

**Total Hours Required for Graduation ..... 121 hours**

**B.S. Degree Industrial / Organizational Psychology (TRAD, EWP)**

Industrial / Organizational Psychology involves the study of people in businesses, organizations, and other human systems. It also includes the study of psychology applied to areas of business that involve people and behavior such as marketing, sales, and human relations. The degree in I/O Psychology is a psychology degree with a set of business related courses. The degree includes courses to prepare students for graduate school, or a career in organizational systems related psychology after graduation.

**Bachelor of Science in Industrial/Organizational Psychology**

**Core Curriculum ..... 50**

**Christian Literacy 18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315    Western Tradition I	3
HU 2355    Western Tradition II	3
HU 2320    American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
<u>Mathematics Requirement</u>	
MH 1338    Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>	
BIO 1300 or Higher with accompanying lab	3
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301    English Composition I	3
EH 1302    English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
<u>Personal</u>	
PE 1300    Lifetime Fitness	3
FAF1111    Faulkner Foundations	1
<u>Social Science</u>	
PY 1310    Introduction to Psychology	3
<b>Professional Literacy.....</b>	<b>53</b>
<b>Departmental Major Field Requirements</b>	<b>29 hours</b>
COU2320    Introduction to Counseling	3
PY1100    Seminar: Foundations In Psychology	1
PY2100    Seminar: Special Topics In Psychology	1
PY3100    Seminar: Readings In Psychology	1
PY4100    Seminar: Senior Seminar In Psychology	1
PY2301    Developmental Psychology	3
PY3330    Behavioral Statistics	3
PY3150    Research Methods Lab	1
PY3350    Research Methods	3
PY3360    Social Psychology	3
PY4315    Psychology of Religion & Spirituality	3
PY4351    Internship	3
PY4391    Capstone Research Project	3
<b>I/O Psychology Degree Requirements</b>	<b>15 hours</b>
COU3320    Life-roles and Career Development	3
COU3365    Conflict Management	3
PY3315    Theories of Human System Dynamics	3
PY3385    Behavior Modification Theories	3
PY4307    Industrial Organizational Psychology	3

**I/O Psychology Business Electives**

**9 hours**

- BA1301 Business Principles and Concepts
- BA2303 Macroeconomics
- BA2304 Microeconomics
- BA2309 Intro. to Management
- BA2311 Introduction to Marketing
- BA2380 Business Law I
- BA2381 Business Law II
- BA3380 Legal Environment of Business I
- BA3381 Legal Environment of Business II
- EC2310 Personal & Consumer Finance
- MKT3310 Principles of Marketing
- MN3300 Principles of Management
- MN3310 Small Business Management
- MN3325 Pers. / Human Resource Management
- MN4320 Marketing Management

(Or other business related course approved by advisor)

**Electives ..... 18**

**Free Electives (any advisor approved courses or transfers)**

**Total Hours Required for Graduation ..... 121 hours**

**B.S. Degree Sports Psychology (TRAD, EWP, Online)**

Health, exercise, motivation, team dynamics, and other areas of applied sports practice have psychology as their foundation. Therefore, sports psychology is a good choice for student athletes who are interested in an academically rigorous program of study in psychology that includes sports and fitness related focus. Sports psychology is also a good choice for students interested in some areas of rehabilitation, motivation, or activities in organizations that serve the mentally ill, defiant and criminal populations, and physical activities for the elderly. The degree includes a selection of courses in Physical Education, Exercise Science, or Kinesiology customized to the student’s career goals and interests.

**Bachelor of Science in Sports Psychology**

**Core Curriculum ..... 50**

**Christian Literacy**

**18 hours**

- BI 1315 Biblical Worldview I 3
- BI 1316 Biblical Worldview II 3
- BI 2318 Understanding the Bible 3
- BI 2319 Christian Ethics 3
- BI 3311 Marriage and Family 3



BI 4311	Christian Cultural Heritage	3
<b>Cultural Heritage Literacy</b>		<b>9 hours</b>
HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>		<b>7 hours</b>
<u>Mathematics Requirement</u>		
MH 1338	Finite Mathematics <b>or</b> higher	3
<u>Science Requirement</u>		
BIO 1300	or Higher with accompanying lab	3
<b>Information and Communication Literacy</b>		<b>9 hours</b>
EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301	<b>or</b> EH 2303 <b>or</b> EH 2304	3
<b>Personal and Social Literacy</b>		<b>7 hours</b>
<u>Personal</u>		
PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1
<u>Social Science</u>		
PY 1310	Introduction to Psychology	3
<b>Professional Literacy</b> .....		<b>53</b>
<b>Departmental Major Field Requirements</b>		<b>29 hours</b>
COU2320	Introduction to Counseling	3
PY1100	Seminar: Foundations In Psychology	1
PY2100	Seminar: Special Topics In Psychology	1
PY3100	Seminar: Readings In Psychology	1
PY4100	Seminar: Senior Seminar In Psychology	1
PY2301	Developmental Psychology	3
PY3330	Behavioral Statistics	3
PY3150	Research Methods Lab	1
PY3350	Research Methods	3
PY3360	Social Psychology	3
PY4315	Psychology of Religion & Spirituality	3
PY4351	Internship	3
PY4391	Capstone Research Project	3
<b>Sports Psychology Degree Requirements</b>		<b>12 hours</b>
PY3315	Theories of Human System Dynamics	3
PY4302	Sports Psychology	3

PY4307	Industrial Organizational Psychology	3
PY4330	Physiological Psychology	3

**Sports Psychology Electives** **12 hours**

*Department Electives (ONE course)* 3

COU2355	Drugs and Society
COU3324	Counseling Skills
COU3355	Substance Abuse
COU3365	Conflict Management
COU3370	Group Dynamics
PY3385	Behavior Modification Theories
PY4335	Health and Rehabilitation Psychology

*Physical Education Electives (THREE courses)* 9

PE2301	Individual and Dual Sports
PE2303	Team and Recreational Sports
PE3303	Kinesiology
PE3331	Health Education
PE3334	Motor Learning
PE3360	Physiology of Exercise
PE4311	Prevention & Treatment of Ath. Injuries I

(Or other P.E. related course approved by advisor)

**Electives** ..... **18**

**Free Electives (any advisor approved courses or transfers)**

**Total Hours Required for Graduation** ..... **121 hours**

**Social Science**

The broad field of Social Sciences (SS) lends insight into law, constitutional government, basic understanding of the political systems, cultural and social construction of community, and what it means to be a citizen. Social Science incorporate perspectives of both individual and collectivist human thought and behavior. While the study focuses on a broad perspective of culture and human group interactions, it begins with an understanding of the individual and the self, both in and out of the context of the larger community.

**B.S. Degree in Social Science (TRAD)**

**Available with a General Social Science Education Option**

A bachelor's degree in Social Sciences prepares students for a variety of career and graduate studies in areas such as political science, sociology, international business and finance, foreign

policy and relations, human culture, various areas of human services, and law. Faulkner's B.S. degree in Social Sciences includes a strong emphasis Political Science. Political Science specialists are often employed in areas of political speech writing, polling and surveying, public policy development, and public administration.

Faulkner's B.S. degree in Social Sciences is also a good choice for students interested in pursuing graduate work in Sociology and Cultural Studies.

### Bachelor of Science in Social Science

#### Core Curriculum ..... 50

#### Christian Literacy **18 hours**

BI 1315	Biblical Worldview I	3
BI 1316	Biblical Worldview II	3
BI 2318	Understanding the Bible	3
BI 2319	Christian Ethics	3
BI 3311	Marriage and Family	3
BI 4311	Christian Cultural Heritage	3

#### Cultural Heritage Literacy **9 hours**

HU 2315	Western Tradition I	3
HU 2355	Western Tradition II	3
HU 2320	American Cultural Heritage	3

#### Mathematical and Scientific Literacy **7 hours**

##### Mathematics Requirement

MH 1338	Finite Mathematics <b>or</b> higher	3
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##### Science Requirement

BIO 1300	or Higher with accompanying lab	3
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#### Information and Communication Literacy **9 hours**

EH 1301	English Composition I	3
EH 1302	English Composition II	3
EH 2301 <b>or</b> EH 2303 <b>or</b> EH 2304		3

#### Personal and Social Literacy **7 hours**

##### Personal

PE 1300	Lifetime Fitness	3
FAF1111	Faulkner Foundations	1

##### Social Science

PS 2308	American Constitutional Government	3
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**Professional Literacy ..... 72**

**Departmental Requirements 24 hours**

PY 1310	Introduction to Psychology	3
SY 2328	Introduction to Sociology	3
ANTH 2301	Cultural and Social Anthropology	3
HY 3303	African American History	3
PS 4311	Research and Writing Seminar	3
HY/HU 3360	World Regional Geography	3
PS 4350 or HY 4350	Internship	3
<i>Choose at least ONE Human Systems Elective:</i>		3
PY 3315	Theories of Human System Dynamics	
COU 3370	Group Dynamics	
PY 3360	Social Psychology	
PY 4307	Industrial Organizational Psychology	

**Discipline Required Courses [36 hours]**

*\*Students must declare at least one minor in History, Sociology, Psychology, or Political Science.; Additional courses in the major to be chosen depending on the student's interest or career goals.*

**History Elective Courses (Minimum 6 hours upper level) 18 hours**

HY 1301	Survey of United States History to 1877
HY 1302	Survey of United States History from 1877 to Present
HY 2303	World Civilization I
HY 2304	World Civilization II
HY 2306	History of Alabama
HY 3304	The Civil War and Reconstruction
HY 3305	Modern America
HY 3307	Non-Western Civilization
HY 3313	History of the Civil Rights Movement
HY 4301	Medieval Europe (476-1350)
HY 4302	Renaissance and Reformation Europe (1350-1648)
HY 4303	Early Modern Europe (1648-1870)
HY 4304	Modern Europe (1870-Present)
HY 4313	Historiography and the Philosophy of History

**Political Science Elective Courses 18 hours**

PS 3312	Parties, Politics, and Elections
PS 3316	State and Local Government
PS 3330	Political Theory and Thought
PS 4311	American Foreign Policy
PS 4312	Comparative Government Institutions
PS 4330	Comparative Political Economy
PS 4340	International Relations

**Sociology Elective Courses (including SY2328) 18 hours**

- SY 2390 Family Conflict and Violence
- SY 3311 Sociological Concepts of the Family
- SY 3329 Sociological Theory
- SY 3330 Introduction to Social Work
- SY 3331 Social Welfare and Social Problems

**Psychology Elective Courses 18 hours**

- PY 1310 Introduction to Psychology
- PY 2301 Developmental Psychology
- PY 3350 Research Methods (or approved sub)

*Choose any THREE additional elective PY courses for minor:*

**Major Supportive Elective Course Options (may be counted toward the Discipline Required Courses)**

- BI 3303 World Religions
- HU 3301 Western Philosophic Heritage
- HU 3302 Moral Philosophy
- HU 3303 Logic for Liberal Arts
- ISSE Certification Courses (HU and PS from Department of Humanities)

**Free Electives (any advisor approved courses or transfers) ..... 12 hours**

**Total Hours Required for Graduation ..... 122 hours**

**Pre-Law**

The B.S. in Social Sciences is an excellent degree choice, with its flexible course options, to prepare students for further studies in Law. Students learn skills designed to promote an ethical, social and environmental conscience in addition to strengthening one’s potential for becoming a successful law school student. Students may choose additional elective options to further support their particular area of legal interest, or to improve analytical thought or other skills helpful for admission to law schools.

Admission to law schools generally requires acceptable scores on a nationally administered exam known as the LSAT (Law School Admissions Test). Additionally, the American Bar Association recommends the following "**Core Skills, Values, Knowledge, and Experience**"<sup>1</sup>:

- Problem Solving
- Critical Reading
- Writing and Editing
- Oral Communication and Listening
- Research
- Organization and Management

- Public Service and Promotion of Justice
- Relationship-building and Collaboration
- Background Knowledge
- Exposure to the Law

In recent years, graduates have successfully completed law school at quality institutions throughout the Southeast, including Samford University, the University of Alabama, and Jones School of Law.

Additional elective course options which may be helpful for preparation for law school include courses in logic, writing, communication, and additional research skills. Faulkner's ABA approved B.S. in Legal Studies with electives in the Social Sciences is also an excellent degree choice to prepare for law school.

<sup>1</sup>American Bar Association, *Preparing for Law School*:

[https://www.americanbar.org/groups/legal\\_education/resources/pre\\_law.html](https://www.americanbar.org/groups/legal_education/resources/pre_law.html)

## DEPARTMENT MINORS

Minors are available in Counseling, History, Political Science, Psychology, or Sociology. Students pursuing degrees in other departments may choose a Social and Behavioral Science minor to support, or add to, their educational goals. Minors require at least 18 hours with a minimum of 6 hours in upper level courses. Substitutions to specified courses must be approved by the department.

### COUNSELING MINOR (also available online)

COU 2320	Introduction to Counseling
COU 3375	Counseling Theories
COU 3324	Counseling Skills

*Choose any THREE elective COU courses*

### HISTORY MINOR

*Choose TWO of the following*

HY 1301	Survey of United States History to 1877
HY 1302	Survey of United States History from 1877 to Present
HY 2303	World Civilization I
HY 2304	World Civilization II

*Choose TWO of the following*

HY 3304	The Civil War and Reconstruction
HY 3305	Modern America

- HY 3306 History of Alabama
- HY 3313 History of the Civil Rights Movement
- SOS 3303 Race, Ethnicity, and Gender in America

*Choose ONE of the following*

- HY 4301 Medieval Europe (476-1350)
- HY 4302 Renaissance and Reformation Europe (1350-1648)
- HY 4303 Early Modern Europe (1648-1870)
- HY 4304 Modern Europe (1870-Present)

*Choose ONE additional HY course:*

### **POLITICAL SCIENCE MINOR**

- PS2308 American Constitutional Government

*Choose FIVE of the following:*

- PS3312 Parties, Politics, and Elections
- PS 3316 State and Local Government
- PS 3330 Political Theory and Thought
- PS 4311 American Foreign Policy
- PS 4312 Comparative Government Institutions
- PS 4330 Comparative Political Economy
- PS 4340 International Relations
- SOS 3303 Race, Ethnicity, and Gender in America

### **PSYCHOLOGY MINOR (also available online)**

- PY 1310 Introduction to Psychology
- PY 2301 Developmental Psychology
- PY 3350 Research Methods

*Choose any THREE elective PY courses*

### **SOCIOLOGY MINOR**

*Choose FIVE of the following*

- SY 2308 Introduction to Sociology
- SY 2390 Family Conflict and Violence
- SY 3311 Sociological Concepts of the Family
- SY 3329 Sociological Theory
- SY 3330 Introduction to Social Work
- SY 3331 Social Welfare and Social Problems

*Choose ONE of the following*

SOS 3315 Theories of Human System Dynamics  
COU 3370 Group Dynamics  
PY 3360 Social Psychology  
PY 4307 Industrial Organizational Psychology  
SOS 3303 Race, Ethnicity, and Gender in America  
SOS 2301 Cultural and Social Anthropology



V.P. BLACK

COLLEGE OF

BIBLICAL STUDIES



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# INTRODUCTION

## INTRODUCTION

The Bible is the heart of the curriculum at Faulkner University, and all courses in the University are taught in the light of the teachings of the Bible. The Bible is accepted and taught as the inspired, authoritative and all-sufficient Word of God. By precept and example, training for dedicated Christian service is emphasized in and out of the classroom. The faculty in the V. P. Black College of Biblical Studies underscores the opportunities for trained Christian servants and the importance of exemplary lives.

The V. P. Black College of Biblical Studies exists to serve the students of the University as a whole. Students in their freshman and sophomore years usually take two Bible courses a year. Students in their junior and senior years usually take one Bible course each year. Part-time students must take a Bible course for every fifteen hours enrolled. Transfer students will likely take at least one Bible course each semester.

### Lower Level Courses

The courses listed must be taken during the student's first four semesters at Faulkner. Appropriate substitutions may be made in the 2017-2018 academic year based upon consultation with a student's advisor and the V. P. Black College of Biblical Studies.

BI 1315	Biblical Worldview I
BI 1316	Biblical Worldview II
BI 2318	Understanding Biblical Literature
BI 2319	Christian Ethics

### Upper Level Courses

BI 3311	Marriage and Family
BI 4311	Christian Cultural Heritage

All students receiving a degree from Faulkner University except for those in executive and professional degree programs must take at least Biblical Worldview I and II, Christian Ethics, and Marriage and Family regardless of the number of semesters they attend.

Requirements for students who major in Biblical Studies are detailed in the appropriate sections below.

The V. P. Black College of Biblical Studies also exists to educate preachers and teachers of the gospel, elders and deacons, youth ministers, missionaries and other church workers. The V. P. Black College of Biblical Studies offers a Bachelor of Arts degree with tracks in Biblical Text, Ministry, and Youth and Family Ministry. These degree tracks are designed for those who plan to devote themselves to full-time service in the church. In addition, a secondary major in Vocational Christian Ministry (designed to complement a primary major in another field of study) and a minor in Biblical Studies are also offered. The V. P. Black College of Biblical Studies also offers graduate degrees in Biblical Studies and Christian Ministry through the Kearley Graduate School of Theology, described in a separate graduate programs catalog.

### **Admission to V. P. Black College of Biblical Studies**

Application for admission to the V. P. Black College of Biblical Studies may be made on acceptance as a student at Faulkner University. To be eligible for admission to the V. P. Black College of Biblical Studies, a student must meet the following requirements:

Satisfactory interview with a committee of the faculty of the V. P. Black College of Biblical Studies.

Recommendations certifying good moral character from three persons unrelated to the applicants, including at least one religious leader.

### **Retention in Biblical Studies**

To be eligible for retention in the V. P. Black College of Biblical Studies the student must meet the following requirements:

1. Maintain an average of 2.50 in all Bible courses.
2. Continue an exemplary moral life and show evidence of moral and spiritual growth.
3. Maintain active participatory membership in a local church.

An admitted student who does not continue to meet program requirements will be placed on probation for one semester. If the deficiency is not removed within the probationary semester the student will be subject to suspension.

### **Graduation Requirements in Biblical Studies**

To graduate from the V. P. Black College of Biblical Studies the student must meet these requirements:

1. Admission to the V. P. Black College of Biblical Studies and satisfactory progress therein for at least two semesters (30 semester hours).
2. Fulfillment of all degree plan elements with a GPA of at least 2.50 on all Bible classes.
3. Completion of a study abroad semester. Exemptions must be discussed with the dean of the V. P. Black College of Biblical Studies
4. Completion of "Bible Content" examination.
5. Successful exit interview.
6. Completion of all institutional requirements for graduation (filing of all necessary forms including application for graduation, clearance by Business Office, exit interview with Financial Aid Office if required, etc.).

# B.A. DEGREE IN BIBLICAL STUDIES: BIBLICAL TEXT TRACK

The track in Biblical Text is designed to provide students with the knowledge and skills necessary for serious study and research in the Bible. This major is also designed to provide a solid academic foundation for graduate study in Biblical Studies.

<b>Core Curriculum .....</b>	<b>44 hours</b>
<b>Christian Literacy</b>	<b>12 hours</b>
BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
BI 3311 Marriage and Family	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition 1	3
HU 2325 Western Tradition 2	3
HY 2320 American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Mathematics or higher	3
<i>Choose ONE of the following pairs</i>	4
BIO 1300/BIO 1100 Perspectives of Biology w/lab	
BIO 2320/BIO 2120 Man and His Environment w/lab	
CHM 1300/CHM 1100 Chemistry and Society w/lab	
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition 2	3
EH 2301 or 2303 or 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111* Faulkner Foundations	1
PY 1310 Introduction to Psychology	3
<b>Professional Literacy .....</b>	<b>54 hours</b>
<b>Departmental Requirements</b>	<b>24 hours</b>
BI 2309 Orientation to Biblical Studies	3

BI 3319 Biblical Interpretation	3
BI 3325 Survey of Church History	3
BI 3342 Preparing and Delivering Bible Lessons	3
BI 3370 Practical Evangelism and Missions	3
BI 4310 The Restoration Movement in America	3
BI 4318 Critical Issues of the Bible	3
BI 4391 Biblical Studies and Christian Ministry	3
<b>Discipline Required Courses</b>	<b>30 hours</b>
BI 1301 Elementary New Testament Greek I	3
BI 1302 Elementary New Testament Greek II	3
BI 3301 Elementary Biblical Hebrew I	3
BI 3302 Elementary Biblical Hebrew II	3
Textual Electives	18
<b>Electives .....</b>	<b>24 hours</b>
<b>Total Hours Required for Graduation .....</b>	<b>122 hours</b>

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 48 hours of upper level credits are required for graduation. Textual hours must also be taken from upper level courses.

# B.A. DEGREE IN BIBLICAL STUDIES: MINISTRY TRACK

The track in Ministry is designed to prepare students to be effective expositors and communicators of the Word of God, especially from the pulpit.

<b>Core Curriculum</b> .....	<b>44 hours</b>
<b>Christian Literacy</b>	<b>12 hours</b>
BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
BI 3311 Marriage and Family	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition 1	3
HU 2325 Western Tradition 2	3
HY 2320 American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Mathematics or higher	3
<i>Choose ONE of the following pairs</i>	4
BIO 1300/BIO 1100 Perspectives of Biology w/lab	
BIO 2320/BIO 2120 Man and His Environment w/lab	
CHM 1300/CHM 1100 Chemistry and Society w/lab	
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition 2	3
EH 2301 or 2303 or 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111* Faulkner Foundations	1
PY 1310 Introduction to Psychology	3
<b>Professional Literacy</b> .....	<b>57 hours</b>
<b>Departmental Requirements</b>	<b>24 hours</b>
BI 2309 Orientation to Biblical Studies	3
BI 3319 Biblical Interpretation	3

BI 3325 Survey of Church History	3
BI 3342 Preparing and Delivering Bible Lessons	3
BI 3370 Practical Evangelism and Missions	3
BI 4310 The Restoration Movement in America	3
BI 4318 Critical Issues of the Bible	3
BI 4391 Biblical Studies and Christian Ministry	3
<b>Discipline Required Courses</b>	<b>33 hours</b>
BI 2322 Preacher and His Work Spring	3
BI 2331 Local Church Leadership	3
BI 3356 Expository Preaching	3
BI 4342 Advanced Preaching	3
BI 4332 Church Work Practicum	3
Biblical OR Foreign Language	6
BI 1301 and BI 1302 Elementary New Testament Greek	
BI 3301 and BI 3302 Elementary Biblical Hebrew	
SPA 1301 and SPA 1302 Spanish I and II	
Textual Electives	12
<b>Electives .....</b>	<b>21 hours</b>
<b>Total Hours Required for Graduation .....</b>	<b>122 hours</b>

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 42 hours of upper level credits are required for graduation. Textual hours must also be taken from upper level courses.



# B.A. DEGREE IN BIBLICAL STUDIES: YOUTH & FAMILY MINISTRY TRACK

## B.A. Degree in Biblical Studies: Youth and Family Ministry Track

The track in Youth & Family Ministry is designed to equip graduates with the necessary knowledge and relational skills to effectively meet the needs of today's church families.

<b>Core Curriculum</b> .....	<b>44 hours</b>
<b>Christian Literacy</b>	<b>12 hours</b>
BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
BI 3311 Marriage and Family	3
<b>Cultural Heritage Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition 1	3
HU 2325 Western Tradition 2	3
HY 2320 American Cultural Heritage	3
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Mathematics or higher	3
<i>Choose ONE of the following pairs</i>	4
BIO 1300/BIO 1100 Perspectives of Biology w/lab	
BIO 2320/BIO 2120 Man and His Environment w/lab	
CHM 1300/CHM 1100 Chemistry and Society w/lab	
<b>Information and Communication Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition 2	3
EH 2301 or 2303 or 2304	3
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111* Faulkner Foundations	1
PY 1310 Introduction to Psychology	3
<b>Professional Literacy</b> .....	<b>57 hours</b>
<b>Departmental Requirements</b>	<b>24 hours</b>
BI 2309 Orientation to Biblical Studies	3
BI 3319 Biblical Interpretation	3
BI 3325 Survey of Church History	3

BI 3342 Preparing and Delivering Bible Lessons	3
BI 3370 Practical Evangelism and Missions	3
BI 4310 The Restoration Movement in America	3
BI 4318 Critical Issues of the Bible	3
BI 4391 Biblical Studies and Christian Ministry	3
<b>Discipline Required Courses</b>	<b>33 hours</b>
BI 2320 Introduction to Counseling Theories	3
FY 2330 Parent-Child Relationships	3
FY 3313 Human Sexuality	3
FY 3330 Youth and Family Ministry in the Local Church	3
BI 4332 Church Work Practicum	3
Biblical OR Foreign Language	6
BI 1301 and BI 1302 Elementary New Testament Greek	
BI 3301 and BI 3302 Elementary Biblical Hebrew	
SPA 1301 and SPA 1302 Spanish I and II	
Textual Electives	12
<b>Electives .....</b>	<b>21 hours</b>

**Total Hours Required for Graduation ..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 42 hours of upper level credits are required for graduation. Textual hours must also be taken from upper level courses.

## **Second Major in Vocational Christian Ministry**

The second major in Vocational Christian Ministry is designed to equip Christians to better fulfill their calling to serve Jesus Christ through their vocations. A primary major outside the College of Biblical Studies is required.

Bible Core:

- BI 1311 The Life of Christ
- BI 1314 The Book of Acts
- BI 2302 The Pentateuch
- BI 3311 Marriage and Family Relations

Required Courses in VCM Major:

- BI 2309 Orientation to Biblical Studies
- BI 3320 Vocational Christian Ministry
- BI 3319 Biblical Interpretation
- BI 3345 Introduction to World Missions
- BI 4332 Church Work Practicum
- 6 Hours: Upper Level Bible Textual Courses

## **Requirements for a Minor in Biblical Studies**

A minor in Bible requires at least 33 semester hours from the College of Biblical Studies with at least 12 semester hours in upper level courses. The student's program should be planned with, and have the written approval of, the Dean of the College of Biblical Studies.

## **Biblical Studies Majors in Great Books**

Biblical Studies majors enrolled in the Great Books Honors College who have completed GB I-IV may fulfill their contract obligation by selecting any 2 upper level courses in their major, with agreement from professors and the Honors College. See Great Books section of this catalog.

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# INTRODUCTION

The programs offered in the Harris College of Business & Executive Education are designed to develop and enhance leadership qualities in men and women and prepare them for roles in the business community and the free enterprise system. The College emphasizes the integration of Christian values with traditional business and executive education.

The Harris College of Business & Executive Education offers the Bachelor of Science degree in the following areas: Accounting, Business Administration, Management Information Systems, and Management. These programs prepare students for careers in accounting, management information systems, finance, and management as well as graduate studies in business.

The Harris College of Business & Executive Education offers innovative programs geared to adult students. The Executive Bachelor of Business Administration (BBA), the Executive Bachelor of Science in Business (BSB), and the Bachelor of Science in Human Resource Management (HRM) are offered to executives, managers, supervisors, and other professionals. All three of these programs are designed for students having two years of prior college, and enable them to complete the baccalaureate degree on a schedule convenient for them. Most adult classes are scheduled in the evening, on the weekend, or online, depending on the program.

The Harris College of Business & Executive Education operates within a highly student-oriented environment. The goal of the Harris College of Business & Executive Education and its instructors is to graduate students interested in what an education enables them to be as well as what it enables them to do.

## **Graduation Requirements for B.S. or B.A. Degrees Earned in the Traditional Program**

In addition to those standards set out elsewhere in this catalog, no student in any traditional program in Business can graduate if he or she has earned more than two (2) grades

of “D” in any business subject, regardless of level. Students are allowed to re-take courses at the University in order to comply with this requirement.

### **Students Contemplating Graduate Work or Transfer**

All students contemplating graduate work or transfer must consult with the educational institution at which such graduate work is to be undertaken or to which such work is to be transferred. Different institutions have different requirements and it is the sole responsibility of the students to ensure that their work at Faulkner will be accepted for transfer or as an appropriate foundation for entry into graduate study at a particular institution.



# B.S. DEGREE IN ACCOUNTING

(Traditional Daytime Program Only)

The B.S. in Accounting is designed to prepare the student for careers in accountancy. *Program Objectives*

- Provide exposure to key elements of the common body of knowledge across the business disciplines.
- Provide an education that incorporates a distinctly Christian perspective on ethical issues and related concerns arising in specific course content areas.
- Prepare students to secure employment within the business field, with particular emphasis in accounting.
- Prepare students to pursue graduate studies in accounting or an MBA with an emphasis in accounting.
- Provide students with the foundation in accounting theory and practice that are essential to preparing for the uniform CPA exam.
- Prepare students to analyze and interpret financial data vital to administering a business enterprise.

## *CPA Requirements*

Many students majoring in Accounting intend to eventually sit for the uniform CPA exam. Because education requirements to sit for the CPA exam vary from state to state, any student interested in sitting for the exam should consult with the board of accountancy or other licensing authority in their state of interest, to ascertain the education and experience required. Students are strongly advised to perform this inquiry **before** beginning a degree program in Accounting.

## **Course requirements for the B.S in Accounting**

<b>Core Curriculum .....</b>	<b>50 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 4319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Literacy</b>	<b>9 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3
<b>Communication/Information Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I,	
EH 2303 Survey of American Literature I, or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Math (or higher)	3
One Natural Science or Physical Science course w/companion lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111/2111 Faulkner Foundations*	1
BA 2303 Macroeconomics	3
<b>Professional Component .....</b>	<b>63 hours</b>
<b>Core Professional Component</b>	<b>42 hours</b>
CA 1302 Computer Applications	3
BA 2301 Principles of Accounting I	3
BA 2302 Principles of Accounting II	3
BA 2304 Microeconomics	3
BA 2305 Business Mathematics	3
BA 3310 Business Communication	3
BA 3340 Business Statistics	3
BA 3350 Quantitative Business Analysis	3
BA 3380 Legal Environment of Business I	3
BA 4380 Business Policy & Strategy	3



MKT 3310 Principles of Marketing	3
MN 3300 Principles of Management	3
MIS 3310 Principles of Information Systems & Technology	3
ACF 4310 Managerial Finance	3

**Major Field Requirements** **21 hours**

ACF 3310 Intermediate Accounting I	3
ACF 3311 Intermediate Accounting II	3
ACF 3315 Federal Taxation I	3
ACF 3360 Cost Accounting	3
ACF 4380 Auditing	3
Accounting Electives - <i>2 courses selected from the following:</i>	6
ACF 3316 Federal Taxation II	
ACF 3340 Accounting Information Systems	
ACF 4350 Government/Non-Profit Accounting	
ACF 4390 Accounting Internship	
BA 3381 Legal Environment of Business II	

**General Electives** ..... **9 hours**

**Total hours required for graduation**..... **122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111.

Note: Computer Applications and Business Mathematics should be completed by the end of the freshman year. Macroeconomics, Microeconomics, and Principles of Accounting I & II should be completed by the end of the sophomore year.



# B.S. DEGREE IN BUSINESS ADMINISTRATION

(Traditional Daytime Program Only)

The B.S. in Business Administration is a traditional broad-based program primarily designed to offer a versatile education in business administration.

## *Program Objectives*

- Provide exposure to a common body of knowledge across the business disciplines: accounting, economics, quantitative analysis, finance, business law, management information systems, management, and marketing.
- Prepare the students for strategic decision making in business entities.
- Develop effective oral and written communication skills appropriate to a business environment.
- Provide an education that incorporates a distinctly Christian perspective on ethical issues and related concerns arising in specific course content areas.
- Prepare students to secure employment within the business field.
- Prepare students to pursue graduate studies in business or related professional fields.

## **Course requirements for the B.S in Business Administration**

<b>Core Curriculum</b> .....	<b>50 hours</b>
<b>Christian Literacy</b>	<b>18 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 4319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3
<b>Cultural Literacy</b>	<b>9 hours</b>

HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3
<b>Communication/Information Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I,	
EH 2303 Survey of American Literature I, or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Math (or higher)	3
One Natural Science or Physical Science course w/companion lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111/2111 Faulkner Foundations*	1
BA 2303 Macroeconomics	3
<b>Professional Component</b> .....	<b>63 hours</b>
<b>Core Professional Component</b>	<b>42 hours</b>
CA 1302 Computer Applications	3
BA 2301 Principles of Accounting I	3
BA 2302 Principles of Accounting II	3
BA 2304 Microeconomics	3
BA 2305 Business Mathematics	3
BA 3310 Business Communication	3
BA 3340 Business Statistics	3
BA 3350 Quantitative Business Analysis	3
BA 3380 Legal Environment of Business I	3
BA 4380 Business Policy & Strategy	3
MKT 3310 Principles of Marketing	3
MN 3300 Principles of Management	3
MIS 3310 Principles of Information Systems & Technology	3
ACF 4310 Managerial Finance	3
<b>Major Field Requirements</b>	<b>21 hours</b>
MN 480 International Management Perspectives	3
Business electives – six courses selected from College of Business 18 Offerings for which the student is qualified.	
<b>General Electives</b> .....	<b>9 hours</b>

**Total hours required for graduation..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111.

Note: Computer Applications and Business Mathematics should be completed by the end of the freshman year. Macroeconomics, Microeconomics, and Principles of Accounting I & II should be completed by the end of the sophomore year.

### **B.S. Degree in Management Information Systems**

(Traditional Daytime Program Only)

The Management Information Systems program is designed to bridge the gap between traditional computer science and business programs. There is an urgent need for professionals able to analyze, create, communicate, store, retrieve, control, and dispose of information in today's business environment. The emphasis in this program is on business computing concepts and a study of sophisticated application software.

#### *Program Objectives*

- Provide exposure to certain business disciplines to enable the student to effectively perform an information systems role in a business environment.
- Equip the student to perform a broad range of essential functions within an information systems environment (e.g., using sophisticated application software to collect, manage and analyze data; acquiring programming skills in one or more languages; analyzing and designing systems).
- Prepare the student to make strategic level decisions specifically within the information systems context for business entities.
- Develop effective oral and written communication skills appropriate to a business environment.
- Provide an education that incorporates a distinctly Christian perspective on ethical issues and related concerns arising in specific business and/or information systems course content areas.
- Prepare students to secure employment within the field of information systems.
- Prepare students to pursue graduate studies in information systems or business.

The vast majority of the computer courses are available during daytime hours only and only in a traditional classroom setting (i.e., not online).

## Course requirements for the B.S in Management Information Systems (MIS)

**Core Curriculum ..... 50 hours**

**Christian Literacy 18 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 4319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3

**Cultural Literacy 9 hours**

HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3

**Communication/Information Literacy 9 hours**

EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I,	
EH 2303 Survey of American Literature I, or	
EH 2304 Survey of American Literature II	

**Mathematical and Scientific Literacy 7 hours**

MH 1338 Finite Math (or higher)	3
One Natural Science or Physical Science course, w/companion lab	4

**Personal and Social Literacy 7 hours**

PE 1300 Lifetime Fitness	3
FAF 1111/2111 Faulkner Foundations*	1
BA 2303 Macroeconomics	3

**Professional Component ..... 63 hours**

**Core Professional Component 42 hours**

CA 1302 Computer Applications	3
BA 2301 Principles of Accounting I	3
BA 2302 Principles of Accounting II	3
BA 2304 Microeconomics	3
BA 2305 Business Mathematics	3
BA 3310 Business Communication	3
BA 3340 Business Statistics	3
BA 3350 Quantitative Business Analysis	3
BA 3380 Legal Environment of Business I	3
BA 4380 Business Policy & Strategy	3

MKT 3310 Principles of Marketing	3
MN 3300 Principles of Management	3
MIS 3310 Principles of Information Systems & Technology	3
ACF 4310 Managerial Finance	3

**Major Field Requirements** **21 hours**

MN 4380 International Management Perspectives	3
MIS 3300 Data Management	3
MIS 3315 Network Management	3
MIS 3345 E-Business and Web Analytics	3
MIS 4340 Web Page Architecture	3
MIS elective – <i>Two courses selected from the following:</i>	6
MIS 3386 Advanced Programming: Visual BASIC	
MIS 4320 Systems Analysis and Design	
MIS 4345 Advanced Programming: HTML	
MIS 4380 Internship/Project in MIS	

**General Electives** ..... **9 hours**

**Total hours required for graduation**..... **122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111.

Note: Computer Applications and Business Mathematics should be completed by the end of the freshman year. Macroeconomics, Microeconomics, and Principles of Accounting I & II should be completed by the end of the sophomore year.

# B.S. DEGREE IN MANAGEMENT

(Traditional Daytime Program Only)

The B.S. in Management is a traditional broad-based program primarily designed to offer a versatile education in management.

## *Program Objectives*

- Provide exposure to a common body of knowledge across the business disciplines.
- Prepare the students for strategic decision making in business entities.
- Develop effective oral and written communication skills appropriate to a business environment.
- Provide an education that incorporates a distinctly Christian perspective on ethical issues and related concerns arising in specific course content areas.
- Prepare students to secure employment within the business field.
- Prepare students to pursue graduate studies in business or related professional fields.
- Provide a foundation for dealing with personnel and human resource management related issues.
- Expose students to leading trends and emerging ideas in the field of management.

## **Course requirements for the B.S in Management**

**Core Curriculum ..... 50 hours**

**Christian Literacy 18 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2318 Understanding the Bible	3
BI 4319 Christian Ethics	3
BI 3311 Marriage and Family Relations	3
BI 4311 Christian Cultural Heritage	3

**Cultural Literacy 9 hours**

HU 2315 Western Tradition I	3
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HU 2325 Western Tradition II	3
HY 2320 American Cultural Heritage	3
<b>Communication/Information Literacy</b>	<b>9 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<i>Choose one of the following:</i>	3
EH 2301 Survey of English Literature I,	
EH 2303 Survey of American Literature I, or	
EH 2304 Survey of American Literature II	
<b>Mathematical and Scientific Literacy</b>	<b>7 hours</b>
MH 1338 Finite Math (or higher)	3
One Natural Science or Physical Science course, w/companion lab	4
<b>Personal and Social Literacy</b>	<b>7 hours</b>
PE 1300 Lifetime Fitness	3
FAF 1111/2111 Faulkner Foundations*	1
BA 2303 Macroeconomics	3
<b>Professional Component</b> .....	<b>63 hours</b>
<b>Core Professional Component</b>	<b>42 hours</b>
CA 1302 Computer Applications	3
BA 2301 Principles of Accounting I	3
BA 2302 Principles of Accounting II	3
BA 2304 Microeconomics	3
BA 2305 Business Mathematics	3
BA 3310 Business Communication	3
BA 3340 Business Statistics	3
BA 3350 Quantitative Business Analysis	3
BA 3380 Legal Environment of Business I	3
BA 4380 Business Policy & Strategy	3
MKT 3310 Principles of Marketing	3
MN 3300 Principles of Management	3
MIS 3310 Principles of Information Systems & Technology	3
ACF 4310 Managerial Finance	3
<b>Major Field Requirements</b>	<b>21 hours</b>
MN 3325 Human Resource Management	3
MN 4320 Marketing Management	3
MN 4360 Organizational Behavior	3
MN 4380 International Management Perspectives	3
MN 4395 Seminar in Management	3



Business electives – courses selected from College of Business offerings for which the student is qualified. 6

**General Electives ..... 9 hours**

**Total hours required for graduation..... 122 hours**

\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111.

Note: Computer Applications and Business Mathematics should be completed by the end of the freshman year. Macroeconomics, Microeconomics, and Principles of Accounting I & II should be completed by the end of the sophomore year.



# EXECUTIVE BUSINESS PROGRAMS

## **Executive Bachelor of Business Administration (BBA)**

The Executive Bachelor of Business Administration is a broad-based program primarily designed to offer a versatile education in business and management within a stipulated time frame of one year (6 Modules). This executive program of study is offered to current and potential executives, professionals, managers, and supervisors who have completed two (2) years of college study. Candidates seeking admission to the program are generally expected to be above 23 years of age with at least two (2) years of relevant work experience. This program is geared to enhance the learning horizons of executives by offering a blend of the various courses considered vital for a career in business.

An objective of the Executive BBA program is for it to distinguish itself in many ways: from the quality of its students, the teaching of its faculty, and the leadership/ accomplishments of its prospective alumni.

It is our firm determination to maintain a leading role in the education of business professionals by offering them general management education opportunities throughout the various stages of their careers. We strive to maintain high Christian standards that will enable us to earn leadership status in executive education because of our outstanding faculty, innovative programs, and focus on Christian perspectives.

Our focus is on the most pressing issues facing business and industry. In order to show the dynamic nature of the marketplace, we will address the current international and regulatory forces affecting executive decisions. Often, our program participants become a source of vital information for the faculty and fellow students.

Classes are structured to combine theory with application, thus allowing executives the opportunity to learn from each other as well as from our own distinguished faculty. In general, small class sizes for the management programs are maintained to ensure that each participant receives individual attention.

One of our longtime goals has been the development of a complete and exclusive learning environment for our program participants. The Executive BBA program is designed to bridge the gap between traditional academic programs and executive education.

### *Delivery Method for Executive BBA*

The Executive Bachelor of Business Administration is offered in a one-year format that consists of 60 credit hours. The delivery method for the courses in this program consists of online and blended learning. It is a hybrid model of in-class lecture and supplementary online application that enhances the learning experience through a technology-centered focus. In-class lectures focus on content delivery and physical experiential learning in the form of case work, group exercises, and activities unique to each topic. The online component of each class involves the use of core learning topical exercises whereby each student participates in personal research and discovery and the sharing of that knowledge based on assigned topics in a structured technology-centered learning environment.

Twelve courses blend the classroom and online environments. Classroom lectures are conducted on Tuesday/Thursday nights or Saturdays with additional online activities required throughout the course. Each module will have a focused academic content area consisting of two companion courses, one for 3 credit hours, plus one for 1 credit hour. These are offered entirely in an online format that requires weekly student participation. The various technology-centered activities are designed and structured to build upon the principles and concepts pertinent to each course. Instruction, tests, case studies, assignments, and other specific requirements are accomplished primarily through individual effort; however, several activities involve group interaction and threaded discussions.

The technology-centered activities use Blackboard for fully online and blended learning; therefore, a mandatory training session is conducted on Saturday prior to the beginning of the first module. The training session will cover online access and navigation of the Blackboard platform that is paramount to successful completion of the program.

### *Program Highlights*

In addition to facilitating professional growth and development in a multitude of ways, the Executive BBA program, being totally structured in modules within the semester, has the following advantages:

1. Credit for prior undergraduate work at accredited institutions.
2. Option of Tuesday/Thursday or Saturday classes for certain groups.
3. Completion within one year (50 weeks/3 semesters/6 modules).
4. Each semester comprised of 2 modules and each module comprised of 7 weeks.

5. Each module has four courses, two hybrid courses, which are 3-semester credit hours each, and two fully online focused content area courses, one for 1-semester credit hour, and another for 3-semester credit hours.
6. Ability to enter program several times during the year. (You may only begin in Module 1, however.)

### *Program Objectives*

1. Improve the student's capacity for effective decision making in organizations.
2. Facilitate professional growth by exposure to organizational culture and development of conceptual as well as diagnostic skills.
3. Emphasize objective setting, strategic planning, operational planning, and time-management concepts.
4. Review multiple organizational structures/designs, job designs, and authority relationships.
5. Promote development of interpersonal relationships, along with effective oral and written communications.
6. Enhance human resource management skills to achieve high productivity.
7. Encourage integration of the biblical doctrines of Christian perspectives within the value systems of business, professional relationships, and the code of conduct in management.
8. Analyze and interpret various management, marketing, economic, financial, accounting, legal, international business, and information system concepts vital to modern-day business management.
9. Survey statistical/quantitative methodology in conjunction with problem scenarios that provide insights into managerial decisions.
10. "Emphasis Areas" are offered for designated start cycles in Business Management, Logistics Management, Website Perspectives for Management, and Health Administration to enable students to further enhance their learning in a path that best benefits their interests and/or career.

### *Admission to Executive BBA*

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.
4. Two years of relevant work experience.

Conditional/provisional admission status may be granted by the BBA Department Director. Such admission exception must be in writing prior to enrollment. No waivers are intended to be granted by the Director for any student who has less than the minimum 60 hours required entrance competency.

The Executive BBA Program consists of a total of 120 semester credit hours. This includes the minimum 60 hours as an entrance requirement, plus 60 hours in the one-year modular program. Any deficiencies in entrance competencies will be evaluated and students having such must fulfill the requirements before they graduate. Such students shall be granted provisional admission. These entrance requirements can be completed at either Faulkner University or any other regionally accredited college and must be completed within two years from the date the student begins the program. At least two years of relevant work experience is highly desirable. A student must maintain a cumulative GPA of 2.0 in order to be awarded the BBA degree.

Students enrolled in Faulkner University's one-year degree completion programs will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in any of Faulkner University's one-year degree completion programs.

#### *Academic Criteria for Executive BBA*

The Executive BBA Program, true to its literal implication, is a bachelor's degree program with a stair/lock-step structure similar to executive programs offered in block schedules or modules.

While it is designed to adhere to the executive/ professional curriculum of Faulkner University in a flexible format, the very essence of this program is its executive orientation. This program provides a unique blend of traditional academics and executive management programs to effectively equip managers, professionals, and executives with the knowledge to confront the major issues and problems encountered in the business world.

The program is designed to help students acquire a functional understanding of business organizations as operating systems within the larger system of society. This is accomplished by ensuring that incoming students possess a reasonably strong background in liberal arts.

Faulkner University's executive education programs, including the Executive BBA, Executive BSB, and HRM, are offered primarily as degree completion programs. Students graduating successfully from such programs are eligible to apply for admission to graduate programs in the College of Business of Faulkner University. Certain graduate Business programs offered by Faulkner University might require additional prerequisites.

Students enrolled in the program are required to take six hours in two courses titled Christian Values and Ethics in Business and The Executive and the Family. These courses, by

studying biblical passages emphasizing ethics and family values, are to provide a sense of professional responsibility in the acquisition of the abilities to reach conclusions on a carefully reasoned basis, to act with integrity in the face of social/organizational pressure, and to work constructively with others.

A Faulkner transcript will show both a Faulkner grade point average (GPA), and an Overall GPA that includes any transfer credit as authorized by the Registrar's Office. However, the final GPA, which will be considered for honors at graduation, will include all Registrar approved credit from all accredited schools attended (technical and academic) in addition to credit awarded by Faulkner University. Students with an Overall GPA of 3.75 or higher will graduate with honors.

All requirements of the Executive BBA degree must be completed within four (4) years of the initial enrollment to the program. Prior to re-entry/re-enrollment, students who withdraw from the program must satisfy the requirements based on the current curriculum/catalog including completion/satisfaction of any core requirement deficiencies.

#### *Academic Advising for Executive BBA*

Students should recognize that they have the primary responsibility in planning their own academic program, given the fact that this is a structured degree completion program. All students entering the University's executive programs will be given an official evaluation of transcripts, military school and training, etc. Any student lacking in core requirements has a variety of options available to satisfy these deficiencies: CLEP/DANTES, additional coursework, etc. The Transcript Evaluators in the Registrar's Office will provide the student with detailed information on these options, and specific courses needed to satisfy core requirements. While the Dean of the College of Business and the Vice President for Academic Affairs may make recommendations, the Transcript Evaluators have the responsibility and authority on the evaluation of any and all credit transferred to Faulkner.

The Vice President for Academic Affairs, the Dean of the College of Business, and the Program Director stand ready to help with special situations.

#### *Academic Appeal for Executive BBA*

If a student has reason to question the decision of an instructor with regard to course content or to a grade received, the student should follow the below protocol. A written appeal must be made within six (6) weeks of the completion of the course in question. The academic appeal process generally takes four (4) weeks, which includes convening the appropriate committee when necessary.

1. The appeal is first made to the instructor of the course.

2. If the student has further concerns, he/she may appeal (in writing) to the Program Director. The Director will investigate the student's concerns and respond.
3. If further appeal is required, the appeal should be made to the Dean of the College of Business and Executive Education.
4. The Dean may decide to forward the appeal to the Academic Review Committee as necessary. The student also has a right to request an appeal by the Academic Review Committee if they are in disagreement with the decision rendered by the Dean. Either the Dean and/or the Academic Review Committee will provide the student with a copy of the final decision.

The BBA Academic Review Committee is comprised of the Director of the BBA department, the Director of the HRM department, the Director of the MSM department, the Director of the BSB department, the Director of the MBA department, and the Dean of the College of Business and Executive Education. Please be informed that the Committee comprises the final body of academic appeal in the College of Business & Executive Education.

The primary role of the Committee is to work with operational issues such as grades, conduct, Comprehensive Examinations, plagiarism/complicity, and special situations, though it is not limited to such. If any of the individuals in the Committee happens to be the professor who has awarded the grade being appealed, he/she will be replaced in that committee by another credentialed faculty member while the appeal is being addressed.

Students not following the above protocol will be deemed as not abiding by the guidelines of their academic program at Faulkner University. Students contacting any other external (outside of Faulkner University) person, agency, or institution will also be deemed to be in noncompliance with the guidelines of the academic program at Faulkner University. Action taken may include, but not be limited to, withdrawal from the program, dismissal, probation, suspension, or any other action as deemed necessary by the administration of Faulkner University.

#### *Academic Misconduct in Executive BBA*

Academic misconduct includes but is not limited to plagiarism, falsification on tests and/or assignments, attempting to take credit for another's work, and abuse or inappropriate behavior toward an instructor, student, staff member, or administrator. Inappropriate behavior includes disrespect for an instructor/administrator's authority, calling members of the administration at home with complaints, or any non-professional behavior during an academic session. Aggressive and/or offensive communications with instructors, staff, administrators and/or fellow students will not be tolerated. Please refer to the Executive BBA Student handbook for additional details.

Faulkner University reserves the right to dis-enroll a student at any time for any academic or behavior-related cause as deemed necessary by the Academic Department or Administration of Faulkner University. Depending upon the circumstances, a tuition refund for that term may not be granted.

### *Classroom Attendance for Executive BBA*

Regular class attendance is expected of all students and is essential for academic development. In most courses, class interaction and individual participation are such vital parts of the course objective that appreciable absence from class negates the value of the course. An education, being more than the attainment of facts and skills, includes the development of attitudes, appreciations, and understandings that are experienced from the classroom.

The following policies and procedures are to be followed in regard to absences of students:

1. Students are expected to attend class and are responsible for assignments and work missed because of absence, but an instructor is not obligated to permit a student to make up work.
2. For courses which meet in-class, a student who misses more than two meetings of a course will receive an automatic "F" in the course unless prior permission is obtained from the BBA Academic Director and appropriate documentation is provided concerning personal illness, family illness, death of family member, work, etc. Regardless of the reason, a student who misses three unexcused meetings of any course will receive an automatic "F" in the course.
3. Hybrid and fully online courses require regular online participation. It is expected of all students and is essential for academic development. Class interaction through discussion board threads and individual participation are such vital parts of the course objectives that lack of participation negates the value of the course. Attendance for fully online classes is reported by instructors who review Blackboard usage logs to monitor attendance, determine whether or not student has completed weekly assignments, and then mark the student as either present or absent for that week.
4. Leaving class early or multiple occasions of tardiness are unacceptable and will be treated as an absence at the discretion of the instructor after consultation with the BBA department. While the department recognizes occasional situations beyond the control of the student may arise, appropriate documentation will be required (as mentioned above in #2) in order to grant an excused absence. Students should recognize that executive programs by design are fast-paced and even one absence may be detrimental to the academic progress of the student. As such, the student should seriously consider



the program schedule and calendar prior to admission in order to ascertain if the program meets the student's needs.

5. Students who are absent the class meeting of the final examination must have prior approval from the BBA Academic Director and provide appropriate documentation before being allowed to retake the examination. The rescheduling of a final exam must be done through the BBA Academic Director.

6. The handling of other absences and makeup work is at the discretion of individual instructors, but it must be consistent with the program's class attendance policy mentioned in the syllabus distributed at the beginning of the module. Assignments submitted late or exams taken late may result in points being deducted from the late assignments or exam.

7. Instructors are required to keep an accurate record of class attendance and to notify the Program Director's office at the earliest moment an attendance problem becomes evident.

Please refer to the BBA Student Handbook for additional details.

### *Comprehensive Examination for Executive BBA*

On the last date of classes in Module Six, a departmentally designed written Comprehensive Examination will be administered to all students. Satisfactory completion of all related coursework will be required prior to sitting for the Examination. The results of this Examination shall be reported on a Pass or Fail basis only.

The Examination shall be comprised of questions, cases, or problem situations which focus the student's energies on the progressive absorption features of the Executive BBA Program. The Examination is prepared by members of the Faulkner University College of Business & Executive Education full-time faculty. Answers to the questions or solutions to the problems are to be essay-type and are to be written and completed within the testing session.

The Examination consists of six questions. The questions or problem situations are based on the concepts in the following courses of the Executive BBA Program:

- BBA 3321 Survey of Management
- BBA 3351 Survey of Marketing
- BBA 4300 Quantitative Business Analysis
- BBA 4310 Information Systems for Management
- BBA 4332 Survey of Organizational Behavior
- BBA 4340 Managerial Accounting

During Module 4 of the Executive BBA Program, the students will receive a list of topics relating to the different courses from which the Examination will be taken.

Full-time business faculty on the Montgomery campus will evaluate the Examination and will assign either a “Pass” or “Fail” grade. A Pass grade is the equivalent of a numerical grade of 70 or higher on each of the six questions. A Pass grade will result in a student being certified to the BBA Academic Director as having successfully completed the Comprehensive Examination. The Pass or Fail grade designation is not used in determining grade point averages.

A Fail grade is the equivalent to a numerical grade of 69 or below on any given section. Any section failed must be retaken before an overall Pass grade can be given for successful completion of the Comprehensive Examination. A student who fails a section will be allowed two retakes of the Examination and will be notified of the date for the retake Examination. The retake Examination questions will come from the same list of topics used for the first Comprehensive Examination.

All retake Examinations will be administered on the Faulkner campus in Montgomery. Each retake of the Examination costs the student a retake fee of \$50.00 which must be paid prior to taking the test. Students must register for each retake Examination. A student who has repeatedly failed the Comprehensive Examination may apply in writing to the BBA Academic Director to be allowed to retake the Examination a third time. A final decision regarding such will be made by the BBA Academic Review Committee. Also, any student who fails to attend the Comprehensive Examination when he/she is scheduled, without prior notification, will be charged a \$50 fee for the rescheduling.

A student who does not pass the retakes of the Comprehensive Examination must appeal in writing to the BBA Academic Director for re-admission to the program. If this petition is approved, the student must retake and successfully complete some or all of the BBA courses previously listed, as advised by the BBA Academic Review Committee. The student must then successfully complete the Comprehensive Examination prior to graduation.

#### *Transferability of Executive BBA Credits or Applicability to Graduate Programs*

Because of the diversity in graduate programs (numerous programs across the nation and in various fields within the broad area of business, related to business, or outside of business) and the variety of entrance competencies for entry therein, it is not feasible for the University to advise students as to whether their programs of study at Faulkner will satisfy the prerequisites of other studies at other universities. Thus, the student contemplating transfer or graduate work at another institution bears the sole responsibility for ensuring that work done at Faulkner will satisfy the program requirements at a different university.

## Executive Bachelor of Business Administration (BBA) Degree

<b>Core Curriculum .....</b>	<b>60 hours</b>
<b>Christian Literacy*</b>	<b>12 hours</b>
BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
Bible elective	3
<b>Cultural Heritage Literacy</b>	<b>3 hours</b>
One course in humanities or history	3
<b>Information and Communication Literacy**</b>	<b>6 hours</b>
<u>Composition</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3
<b>Mathematical and Scientific Literacy</b>	<b>9 hours</b>
<u>Mathematics</u>	
MH 1300 College Math (or higher)	3
Physical Science or Natural Science	3
Mathematics, Physical Science or Natural Science	3
<b>Personal and Social Literacy</b>	<b>12 hours</b>
<u>Social Science</u>	
Choose four courses in any social science area such as history, political science, economics, psychology, sociology, anthropology, library science, geography, etc.	
<b>Electives</b>	<b>18 hours</b>
<b>Professional Literacy .....</b>	<b>60 hours</b>
<u>Module 1</u>	
BBA 3301 Professional Business Writing	3
BBA 3310 Legal Environment of Business	3
BBA 3121 Perspectives of Management and Organization	1
BBA 3321 Survey of Management	3
<u>Module 2</u>	
BBA 3330 Survey of Accounting	3
BBA 3340 Survey of Economics	3
BBA 3151 Perspectives of Marketing	1

BBA 3351 Survey of Marketing	3
<b>Module 3</b>	
BBA 3360 Financial Management	3
BBA 3370 Christian Values and Ethics in Business	3
BBA 3181 Perspectives of Personnel/Human Resource Mgt.	1
BBA 3381 Survey of Human Resource Management	3
<b>Module 4</b>	
BBA 4300 Quantitative Business Analysis	3
BBA 4310 Information Systems for Management	3
BBA 4131 Perspectives of Human Relations in Organizations	1
BBA 4332 Survey of Organizational Behavior	3
<b>Module 5</b>	
BBA 4330 The Executive and the Family	3
BBA 4340 Managerial Accounting	3
BBA 4151 Perspectives of International Culture and Business	1
BBA 4351 Survey of International Business	3
<b>Module 6</b>	
BBA 4390 Readings in Management	3
BBA 4370 Small Business Management	3
BBA 4181 Perspectives of Business Policy and Strategy	1
BBA 4381 Survey of Management Policy	3
BBA 4090 Comprehensive Exam	0
<b>Total Hours Required for Graduation .....</b>	<b>120</b>

\*Students who transfer in core curriculum requirements for the Executive BBA Program can substitute 12 hours in general education courses for this requirement. Students who take courses at Faulkner University to satisfy the core curriculum requirements for the Executive BBA Program must take a Bible course within every 15 hours to satisfy the University’s Christian Literacy requirement.

\*\* A course in computer literacy is recommended for students prior to taking the professional literacy area.

**Executive Bachelor of Business Administration (BBA) with Emphasis Areas**

Students have the option to complete their Executive Bachelor of Business Administration degree with a choice between four different emphasis areas within a stipulated time frame of just over one year (7 modules/14 months). This executive BBA degree with

Emphasis is offered in a similar format to the non-emphasis degree, with both fully online and blended learning. All students in the degree program will complete the same courses in Modules 1 through Module 5. The courses in Modules 6 and 7 will vary according to each student's selected emphasis area. Not all emphases are offered at every start. Students are advised to check with Executive and Professional Enrollment regarding the emphasis areas offered on a specific start cycle.

The four emphasis areas and corresponding courses are listed below. Please see the "Courses" section of this catalog for course descriptions.

**Emphasis Area: Business Management**

BBA 4370 Small Business Management  
BBA 4390 Readings in Management  
BBA 4372 Non-Profit Management  
BBA 4373 Leadership

**Emphasis Area: Logistics Management**

BBA 4375 Business & Government Logistics  
BBA 4376 Supply Chain Management & Procurement  
BBA 4378 Project Management  
BBA 4379 Contracts Management

**Emphasis Area: Website Perspectives for Management**

BBA 4385 Database Management  
BBA 4382 Website Design & Architecture  
BBA 4383 HTML Programming  
BBA 4384 Website Management

**Emphasis Area: Health Administration**

BBA 4386 Survey of Health Administration  
BBA 4387 Healthcare Economics and Public Policy  
BBA 4388 Managed Care, Policies and Implications  
BBA 4389 Medical Office Supervision, Coding, and Billing

Prospective students will have the opportunity to begin their degree with emphasis at various start times. Please check with your Admissions counselor to find out when each emphasis is offered.

*Admission to Executive BBA with Emphasis*

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.
4. Two years of relevant work experience.

Conditional/provisional admission status may be granted by the BBA Department Director. Such admission exception must be in writing prior to enrollment. No waivers are intended to be granted by the Director for any student who has less than the minimum 54 hours required entrance competency.

The Executive BBA Program consists of a total of 120 semester credit hours. This includes the minimum 54 hours as an entrance requirement plus 66 hours in the modular program. Any deficiencies in entrance competencies will be evaluated and students having such must fulfill the requirements before they graduate. Such students shall be granted provisional admission. These entrance requirements can be completed at either Faulkner University or any other regionally accredited college and must be completed within two years from the date the student begins the program. At least two years of relevant work experience is highly desirable. A student must maintain a cumulative GPA of 2.0 in order to be awarded the BBA degree.

Students enrolled in Faulkner University's degree completion programs will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in any of Faulkner University's degree completion programs.

### **BBA Program with Emphasis Areas**

<b>Core Curriculum .....</b>	<b>54 hours</b>
<b>Christian Literacy*</b>	<b>12 hours</b>
BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
Bible elective	3
<b>Cultural Heritage Literacy</b>	<b>3 hours</b>
One course in humanities or history	3
<b>Information and Communication Literacy**</b>	<b>6 hours</b>
<u>Composition</u>	
EH 1301 English Composition I	3
EH 1302 English Composition II	3

<b>Mathematical and Scientific Literacy</b>	<b>9 hours</b>
<u>Mathematics</u>	
MH 1300 College Math (or higher)	3
Physical Science or Natural Science	3
Mathematics, Physical Science or Natural Science	3
 <b>Personal and Social Literacy</b>	 <b>12 hours</b>
<u>Social Science</u>	
Choose four courses in any social science area such as history, political science, economics, psychology, sociology, anthropology, library science, geography, etc.	
 <b>Electives</b>	 <b>12 hours</b>
 <b>Professional Literacy .....</b>	 <b>66 hours</b>
<u>Module 1</u>	
BBA 3301 Professional Business Writing	3
BBA 3310 Legal Environment of Business	3
BBA 3121 Perspectives of Management and Organization	1
BBA 3321 Survey of Management	3
 <u>Module 2</u>	
BBA 3330 Survey of Accounting	3
BBA 3340 Survey of Economics	3
BBA 3151 Perspectives of Marketing	1
BBA 3351 Survey of Marketing	3
 <u>Module 3</u>	
BBA 3360 Financial Management	3
BBA 3370 Christian Values and Ethics in Business	3
BBA 3181 Perspectives of Personnel/Human Resource Mgt.	1
BBA 3381 Survey of Human Resource Management	3
 <u>Module 4</u>	
BBA 4300 Quantitative Business Analysis	3
BBA 4310 Information Systems for Management	3
BBA 4131 Perspectives of Human Relations in Organizations	1
BBA 4332 Survey of Organizational Behavior	3
 <u>Module 5</u>	
BBA 4330 The Executive and the Family	3
BBA 4340 Managerial Accounting	3
BBA 4151 Perspectives of International Culture and Business	1

BBA 4351 Survey of International Business 3

**Module 6**

BBA Emphasis Area Course 1 3  
BBA Emphasis Area Course 2 3  
BBA 4181 Perspectives of Business Policy and Strategy 1  
BBA 4381 Survey of Management Policy 3  
BBA 4090 Comprehensive Exam 0

**Module 7**

BBA Emphasis Area Course 3 3  
BBA Emphasis Area Course 4 3

**Total Hours Required for Graduation ..... 120**

\*Students who transfer in core curriculum requirements for the Executive BBA Program can substitute 12 hours in general education courses for this requirement. Students who take courses at Faulkner University to satisfy the core curriculum requirements for the Executive BBA Program must take a Bible course within every 15 hours to satisfy the University’s Christian Literacy requirement.

\*\* A course in computer literacy is recommended for students prior to taking the professional literacy area.

**Executive Bachelor of Science in Business (BSB)**

The Executive Bachelor of Science in Business is a broad-based program primarily designed to offer a versatile education in business and management within a stipulated time frame of one year (6 Modules). Students have the option to choose between four different emphasis areas (offered for designated start cycles) within the degree program: Business Management, Logistics Management, Website Perspectives for Management, and Health Administration. The executive program of study is offered to current and potential executives, professionals, managers, and supervisors who have completed two (2) years of college study.

Prospective students will have the opportunity to begin their degree program at three different times during the year: August, January and April. Each new start will begin with Module 1 of the degree program.

This Executive Bachelor of Science in Business is designed as a fully online degree program. All students in the degree program will complete the same courses in Module 1 through Module 5. The courses in Module 6 will vary according to each student’s selected emphasis area. Each student may select an emphasis area according to their particular interests and career goals to help tailor their bachelor’s degree to suit their needs. Not all emphases are



offered at every start. Students are advised to check with Executive and Professional Enrollment regarding the emphasis areas offered on a specific start cycle.

The four emphasis areas and corresponding courses are listed below. Please see the “Courses” section of this catalog for course descriptions.

### **Business Management**

BSB 4370 Small Business Management  
BSB 4371 Readings in Management  
BSB 4372 Non-Profit Management  
BSB 4373 Leadership

### **Logistics Management**

BSB 4375 Business & Government Logistics.  
BSB 4376 Supply Chain Management & Procurement  
BSB 4378 Project Management  
BSB 4379 Contracts Management

### **Website Perspectives for Management**

BSB 4381 Database Management  
BSB 4382 Website Design & Architecture  
BSB 4383 HTML Programming  
BSB 4384 Website Management

### **Health Administration**

BSB 4386 Survey of Health Administration  
BSB 4387 Healthcare Economics and Public Policy  
BSB 4388 Managed Care, Policies and Implications  
BSB 4389 Medical Office Supervision, Coding & Billing

### *Delivery Method for Executive Bachelor of Science in Business (BSB)*

The Executive Bachelor of Science in Business is offered in a one-year format consisting of 60 credit hours. This program is designed in an entirely online format. Our goal is to serve those students who want to earn a Bachelor’s degree but who are unable to attend classes at one of our campuses.

### *Program Highlights for Executive BSB*

In addition to facilitating professional growth and development in variety of ways, the BSB program, being structured in modules within the semester, has the following advantages:

1. Credit for prior undergraduate work at accredited institutions.

2. Completion of the program within one (1) calendar year.
3. All classes taken with other motivated and dedicated adults.
4. Classes are taken online.
5. Ability to choose between four (4) different areas of specialization.
6. Ability to enter the program several times per year.

#### *Program Objectives for Executive BSB*

1. Improve on each student's capacity for effective decision making in organizations.
2. Facilitate professional growth by exposure to organizational culture and development of conceptual as well as diagnostic skills.
3. Emphasize objective setting, strategic planning, operational planning, and time-management concepts.
4. Review multiple organizational structures/design, job designs, and authority relationships.
5. Promote development of interpersonal relationships, along with effective oral and written communications.
6. Enhance human resource management skills to achieve high productivity.
7. Encourage integration of the biblical doctrines of Christian perspectives within the value systems of business, professional relationships, and the code of conduct in management.
8. Prepare the student with the tools to be organizational leaders or managers.
9. Analyze and interpret various management, marketing, economic, financial, accounting, legal, international business, and information system concepts to modern day business management.
10. "Emphasis Areas" are offered for designated start cycles in Business Management, Logistics Management, Website Perspectives for Management, and Health Administration to enable students to further enhance their learning in a path that best benefits their interests and/or career.

#### *Admission to Executive BSB*

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.
4. Two years of relevant work experience.

Conditional/provisional admission status may be granted by the BSB Department Director. Such admission exception must be in writing prior to enrollment. No waivers are intended to be granted by the Director for any student who has less than the minimum 60 hours required entrance competency.

The Executive BSB Program consists of a total of 120 semester credit hours. This includes the minimum suggested 60 hours as an entrance requirement, plus 60 hours in the one-year modular program. Any deficiencies in entrance competencies will be evaluated and students having such must fulfill the requirements before they graduate. Such students shall be granted provisional admission. These entrance requirements can be completed at Faulkner University or any other regionally accredited college and must be completed within two years from the date the student begins the program. At least two years of relevant work experience is highly desirable. A student must maintain a cumulative GPA of 2.0 in order to be awarded the BSB degree.

Students enrolled in Faulkner University's one-year degree completion programs will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in any of Faulkner University's one-year degree completion programs.

#### *Academic Criteria for the Executive BSB*

The Executive BSB Program is a bachelor's degree program with a stair/lock-step structure similar to executive programs offered in block schedules or modules.

The nature of the program is designed around the executive. The program provides a distinctive mix of traditional academics and executive management programs to effectively equip managers, professionals, and executives with the knowledge to confront issues in today's business environment.

It is designed to give students a working knowledge of business organization and operating systems and how they function within larger society, nationally and internationally. The Executive BSB is offered primarily as a degree completion program. Students who successfully complete such programs are eligible to apply for admission to graduate programs in the College of Business of Faulkner University. Certain graduate Business programs offered by Faulkner University might require additional prerequisites.

A Faulkner transcript will show both a Faulkner grade point average (GPA), and an Overall GPA that includes any transfer credit as authorized by the Registrar's Office. However, the final GPA, which will be considered for honors at graduation, will include all Registrar approved credit from all accredited schools attended (technical and academic) in addition to credit awarded by Faulkner University. Students with an Overall GPA of 3.75 or higher will graduate with honors.

All requirements for the Executive BSB degree must be completed within four (4) years of the initial enrollment to the program. Prior to re-entry/re-enrollment, students who withdraw from the program must satisfy the requirements based on the current curriculum/catalog including completion/satisfaction of any core requirement deficiencies.

### *Academic Advising for Executive BSB*

Students should recognize that they have the primary responsibility in planning their own academic program, given the fact that this is a structured degree completion program. All students entering the University's executive programs will be given an official evaluation of transcripts, military school and training, etc. Any student lacking in core requirements has a variety of options available to satisfy these deficiencies: CLEP/DANTES, additional coursework, etc. The Transcript Evaluators in the Registrar's Office will provide the student with detailed information on these options, and specific courses needed to satisfy core requirements. While the Dean of the College of Business and the Vice President for Academic Affairs may make recommendations, the Transcript Evaluators have the responsibility and authority on the evaluation of any and all credit transferred to Faulkner.

The Vice President for Academic Affairs, the Dean of the College of Business, and the Program Director stand ready to help with special situations.

### *Academic Appeal for Executive BSB*

If a student has reason to question the decision of an instructor with regard to course content or to a grade received, the student should follow the below protocol. A written appeal must be made within six (6) weeks of the completion of the course in question. The academic appeal process generally takes four (4) weeks, which includes convening the appropriate committee when necessary.

1. The appeal is first made to the instructor of the course.
2. If the student has further concerns, he/she may appeal (in writing) to the Program Director. The Director will investigate the student's concerns and respond.
3. If further appeal is required, the appeal should be made to the Dean of the College of Business and Executive Education.
4. The Dean may decide to forward the appeal to the Academic Review Committee as necessary. The student also has a right to request an appeal by the Academic Review Committee if they are in disagreement with the decision rendered by the Dean. Either the Dean and/or the Academic Review Committee will provide the student with a copy of the final decision.

The BSB Academic Review Committee is comprised of the Director of the BBA department, the Director of the HRM department, the Director of the MSM department, the Director of the BSB department, the Director of the MBA department, and the Dean of the College of Business and Executive Education. Please be informed that the Committee comprises the final body of academic appeal in the College of Business & Executive Education.

The primary role of the Committee is to work with operational issues such as grades, conduct, Comprehensive Examinations, plagiarism/complicity, and special situations, though it is not limited to such. If any of the individuals in the Committee happens to be the professor who has awarded the grade being appealed, he/she will be replaced in that committee by another credentialed faculty member while the appeal is being addressed.

Students not following the above protocol will be deemed as not abiding by the guidelines of their academic program at Faulkner University. Students contacting any other external (outside of Faulkner University) person, agency, or institution will also be deemed to be in noncompliance with the guidelines of the academic program at Faulkner University. Action taken may include, but not be limited to, withdrawal from the program, dismissal, probation, suspension, or any other action as deemed necessary by the administration of Faulkner University.

#### *Academic Misconduct in Executive BSB*

Academic misconduct includes but is not limited to plagiarism, falsification on tests and/or assignments, attempting to take credit for another's work, and abuse or inappropriate behavior toward an instructor, student, staff member, or administrator. Inappropriate behavior includes disrespect for an instructor/administrator's authority, calling members of the administration at home with complaints, or any non-professional behavior during an academic session. Aggressive and/or offensive communications with instructors, staff, administrators and/or fellow students will not be tolerated. Please refer to the Executive BSB Student handbook for additional details.

Faulkner University reserves the right to dis-enroll a student at any time for any academic or behavior-related cause as deemed necessary by the Academic Department or Administration of Faulkner University. Depending upon the circumstances, a tuition refund for that term may not be granted.

#### *Attendance for Online Courses*

Regular online participation is expected of all students and is essential for academic development. Class interaction through discussion board threads and individual participation

are such vital parts of the course objective that a lack of participation negates the value of the course. The following policies and procedures are to be followed in regard to online courses:

1. Each online course will be divided into seven “sessions” that correspond with the Executive BSB calendar. Please note that each individual professor may have specific deadlines within each “session.”
2. At the close of each scheduled Executive BSB online “session,” the professor will look at Blackboard usage logs to monitor attendance. The professor will determine whether or not the student has completed all assigned tasks for that “session” and then mark the student as either present or absent for that “session.”
3. Students are required to regularly participate in all scheduled online activities, assignments, exams, etc. as specified in the course syllabus and/or on Blackboard. Partial participation is unacceptable and may be counted as an absence at the discretion of the professor.
4. A required assignment or discussion board contribution may not be submitted before the timeframe begins (is opened and available on Blackboard) nor submitted after the timeframe ends (is closed and unavailable on Blackboard). No make-up work is allowed after the exam, assignment, discussion board contribution, etc. has closed and is no longer available in Blackboard.
5. A student who misses more than two “sessions” of any online course may receive an automatic “F” in the course unless prior permission is obtained from the Executive BSB Director’s office and appropriate documentation is provided concerning personal illness, family illness, death of family member, work, etc. Regardless of the reason (personal illness, family illness, death of family member, work, vacation, etc.), a student who misses more than three meetings of any course will receive an automatic “F” in the course.
6. A student who misses the final exam for any reason may receive an automatic “F” in the course unless the student has prior approval from both the professor and the Executive BSB Director, and appropriate documentation is submitted when requested.

### *Comprehensive Examination for BSB*

Students will complete a Comprehensive Examination during Module 6. Satisfactory completion of all related coursework will be required prior to sitting for the Examination. The results of this examination shall be reported on a Pass or Fail basis only.

The Examination shall consist of questions, cases, or problem situations which focus the student’s energies on the progressive absorption features of the Executive BSB Program. The Examination is prepared by members of the Faulkner University College of Business & Executive Education full-time faculty. Answers to the questions or solutions to the problems are to be essay-type and are to be written and completed within the testing session.

The Examination consists of six questions. The questions or problem situations are based on the concepts in the following courses of the BSB program:

- BSB 3320 Survey of Management
- BSB 3350 Survey of Marketing
- BSB 4300 Quantitative Business Analysis
- BSB 4310 Management Information Systems
- BSB 4340 Managerial Accounting
- BSB 4360 Business Policy & Strategy

Full-time business faculty on the Montgomery campus will evaluate the Examination and will assign either a “Pass” or “Fail” grade. A Pass grade is the equivalent of a numerical grade of 70 or higher on each of the six questions. A Pass grade will result in a student being certified to the BSB Academic Director as having successfully completed the Comprehensive Examination. The Pass or Fail grade designation is not used in determining grade point averages.

A Fail grade is the equivalent to a numerical grade of 69 or below in any given section. Any section failed must be retaken before an overall Pass grade can be given for successful completion of the Comprehensive Examination. A student who fails a section will be allowed two retakes of the Examination and will be notified of the date for the retake Examination. The retake Examination questions will come from the same list of topics used for the first Comprehensive Examination.

Each retake of the Examination costs the student a retake fee of \$50.00, which must be paid prior to taking the test. Students must register for each retake Examination. A student who has repeatedly failed the Comprehensive Examination may apply in writing to the BSB Academic Director to be allowed to retake the Examination a third time. A final decision regarding such will be made by the BSB Academic Review Committee. Also, any student who fails to complete the Comprehensive Examination when he/she is scheduled, without prior notification, will be charged a \$50 fee for the rescheduling.

A student who does not pass the retakes of the Comprehensive Examination must appeal in writing to the BSB Academic Director for re-admission to the program. If this petition is approved, the student must retake and successfully complete some or all of the BSB courses as advised by the BSB Academic Review Committee. The student must then successfully complete the Comprehensive Examination prior to graduation.

### *Transferability of BSB Credit or Applicability to Graduate Programs*

Because of the diversity of graduate programs (numerous programs across the nation and in various fields within the broad area of business, related to business, or outside of business) and the variety of entrance competencies for entry therein, it is not feasible for the University to advise students as to whether their programs of study at Faulkner will satisfy the prerequisites of other studies at other universities. Thus, the student contemplating transfer or

graduate work at another institution bears the sole responsibility for ensuring that work done at Faulkner will satisfy the program requirements at a different university.

## BSB Program

### Core Curriculum ..... 60 hours

#### Christian Literacy\* 12 hours

BI 1311 Life of Christ	3
BI 1314 Book of Acts	3
BI 2302 Pentateuch	3
Bible elective	3

#### Cultural Heritage Literacy 3 hours

One course in humanities or history	3
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#### Information and Communication Literacy\*\* 6 hours

##### Composition

EH 1301 English Composition I	3
EH 1302 English Composition II	3

#### Mathematical and Scientific Literacy 9 hours

##### Mathematics

MH 1300 College Math (or higher)	3
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Physical Science or Natural Science 3

Mathematics, Physical Science or Natural Science 3

#### Personal and Social Literacy 12 hours

##### Social Science

Choose four courses in any social science area such as history, political science, economics, psychology, sociology, anthropology, library science, geography, etc.

#### Electives 18 hours

### Professional Literacy ..... 60 hours

#### Module 1

BSB 3300 Business Communications	3
BSB 3310 Legal Environment of Business	3
BSB 3320 Survey of Management	3

#### Module 2

BSB 3330 Survey of Accounting	3
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BSB 3340 Survey of Economics	3
BSB 3350 Survey of Marketing	3
<b>Module 3</b>	
BSB 3360 Financial Management	3
BSB 3370 Christian Values and Ethics in Business	3
BSB 3380 Personnel/Human Resource Management	3
<b>Module 4</b>	
BSB 4300 Quantitative Business Analysis	3
BSB 4310 Management Information Systems	3
BSB 4320 Organizational Behavior	3
BSB 4330 The Executive and the Family	3
<b>Module 5</b>	
BSB 4340 Managerial Accounting	3
BSB 4350 International Culture and Business	3
BSB 4360 Business Policy and Strategy	3
<b>Module 6</b>	
BSB Emphasis Area Course 1	3
BSB Emphasis Area Course 2	3
BSB Emphasis Area Course 3	3
BSB Emphasis Area Course 4	3
BSB 4090 Comprehensive Exam	0
<b>Total Hours Required for Graduation .....</b>	<b>120</b>

\*Students who transfer in core curriculum requirements for the BSB program can substitute 12 hours in general education courses for this requirement. Students who take courses at Faulkner University to satisfy the core curriculum requirements for the BSB program must take a Bible course within every 15 hours to satisfy the University's Christian Literacy requirement.

\*\* A course in computer literacy is recommended for students prior to taking the professional literacy area.

### **Executive Bachelor of Science in Human Resource Management (HRM)**

The Bachelor of Science in Human Resource Management is offered in a one-year format that consists of 48 credit hours. The delivery method for the courses in this program consists of online and blended learning. It is a hybrid model of in-class lecture and supplementary online application that enhances the learning experience through a technology-centered focus. In-class lectures focus on content delivery and physical experiential learning in

the form of case work, group exercises, and activities unique to each topic. The online component of each class involves the use of core-learning topical exercises whereby each student participates in personal research and discovery and the sharing of that knowledge based on assigned topics in a structured technology-centered learning environment.

Ten courses/modules blend the classroom and online environments. Classroom lectures are conducted on Monday nights with additional online activities required throughout the course. Also, each semester requires completion of two fully online companion courses, one for 3 credit hours plus one for 1 credit hour. For example, the semester one fully online courses are HRM 3341 (Survey of Management) and HRM 3140 (Perspectives of Management). Both courses require use of the same textbook. These courses require bi-weekly participation. The various technology-centered activities are designed and structured to build upon the principles and concepts pertinent to each course. Instruction, tests, case studies, assignments, and other specific requirements are accomplished primarily through individual effort; however, several activities involve group interaction and threaded discussions.

The technology-centered activities use Blackboard for both the fully online courses and the blended learning courses; therefore, a mandatory training session is conducted on Saturday prior to the beginning of the first module. The training session will cover access and navigation of the Blackboard platform that is paramount to successful completion of the program.

The Human Resource Management degree program is a non-traditional bachelor's degree program designed specifically for the working adult student. Individuals seeking admission to the program are generally expected to be above 23 years of age and to have completed two years of college study with a minimum GPA of 2.0 on suggested entrance competencies. The HRM program is focused on the working adult's professional and educational goals. It is intended to provide an introduction to, and an overview of, the field of human resources management. The program will benefit individuals in fields such as insurance, banking, law enforcement, sales, government, general administration, or military service.

The program is designed to be completed in approximately one (1) year and will fit into the working adult's busy schedule. Classes meet one night per week, for four hours each session. Each course (module) lasts five weeks. At the end of the program, one session (Module 11) is dedicated to the culmination of the Research Project. Classes generally consist of ten to twenty other adults who share the same motivation and who will become a support group as students attend classes and study together.

Classes are structured to combine theory with application, thus allowing adult students to learn from one another. Courses are offered and taught sequentially, and the material is organized in a manner that adults find preferable, thus maximizing the potential of the participants.

First, the student will participate in ten courses, or modules, which address pertinent issues and ideas related to the student's success. These sessions provide hands-on, immediate

practice on the job. Detailed course descriptions are given later in this catalog. An emphasis on effective interpersonal communications permeates the program. Forty-eight semester hours are earned by completing the HRM modules and fully online courses

Second, with the assistance of an instructor, the student will conduct an applied research project which is designed according to the student's interests. Most students elect to solve a problem directly related to their work.

### *Program Highlights*

In addition to facilitating professional growth and development in a multitude of ways, the HRM program, being totally structured in modules within the semester, has the following advantages:

1. Credit for prior undergraduate work at accredited institutions.
2. Classes one night per week plus an online component.
3. Carefully selected courses are delivered fully online.
4. Completion within 13 months.
5. All classes taken with other motivated and dedicated adults.
6. Each module has one course; all courses are offered sequentially.
7. Moderate tuition package with choice of individualized tuition plans for the working adult.

### *Program Objectives*

1. Facilitate professional growth by exposure to organizational culture and development of conceptual and diagnostic skills via a curriculum designed and structured for executive education.
2. Focus on organizational behavior and the managerial dimensions of attitudes, personality, perception, learning, roles, norms, and techniques for managing work groups.
3. Enhance the students' knowledge and understanding of the current issues and theories of human resource management.
4. To describe concepts and approaches underlying human resource management.
5. Recognize various elements that constitute an organization's external and internal environments and their possible impact upon management.
6. Identify demographic, cultural, and ethical differences occurring within a society, and their implications for management.
7. Appreciate the major laws and court decisions affecting equal employment opportunity and affirmative action.

8. Explain various factors that must be taken into account when designing a job and how these factors motivate employees.
9. Explain the role of communication in management; identify barriers to communication and cite requisites for effective communication.
10. Familiarize students with concepts of planning, organizing, staffing, leading, and controlling.
11. Improve the students' capacity for effective decision making in organizations.
12. Provide a practical understanding of the total enterprise and promote abstract thinking.
13. Emphasize objective setting, strategic planning, operational planning, and time-management concepts.
14. Review multiple organizational structures and designs, job designs, and authority relationships.
15. Promote development of interpersonal relationships and effective oral and written communications.
16. Encourage integration of Christian perspectives and biblical doctrines with value systems, in business, professional relationships, and management's code of conduct.
17. Survey statistical and quantitative methodology in conjunction with problem scenarios that provide insights into managerial decisions.

### *Admission to HRM*

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.
4. Two years of relevant work experience.

Conditional/provisional admission status may be granted by the HRM Department Director. Such admission exception must be in writing prior to enrollment. No waivers are intended to be granted by the Director for any student who has less than the minimum 60 hours required entrance competency.

The HRM Program consists of a total of 120 semester credit hours. This includes the minimum 60 hours as an entrance requirement, plus 48 hours in the one-year modular program. The remaining 12 hours can be earned through coursework or CLEP testing. Any deficiencies in suggested competencies will be evaluated, and students lacking credit will need to fulfill the requirements before graduation. These entrance requirements can be completed at either Faulkner University or any other regionally accredited college and must be completed within two years from the date the student begins the program. A student must maintain a

cumulative GPA of 2.0 in order to be awarded the Bachelor of Science in Human Resource Management degree.

Students enrolled in Faulkner University's one-year degree completion programs will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in any of Faulkner University's one-year degree completion programs.

### *Academic Criteria for HRM*

The Human Resource Management program is an accelerated degree completion program designed to adhere to the liberal arts core curriculum required by Faulkner University, yet be flexible enough to provide the adult student with the academic foundation to meet the challenges and problems of business or organization management.

The program will provide students with an understanding of business and organizational structure and functioning, increase effectiveness in communication and interpersonal relationships, and identify and describe significant life experiences and lessons learned from these experiences.

Adults enrolled in the program are required to take the following three courses, which are worth a total of nine (9) hours: Management and the Family, Biblical Perspectives, and Business Ethics and Values. These courses, by emphasizing biblical principles and studying biblical passages, are to provide a sense of professional ethics by enabling professionals to acquire the ability to reach conclusions on a carefully reasoned basis, to act with integrity in the face of social and organizational pressure, to work constructively with others, and to appreciate Christian family life.

Faulkner University's executive education programs, including the Executive BBA, Executive BSB, and HRM, are offered primarily as degree completion programs. Students graduating successfully from such programs are eligible to apply for admission to graduate programs in the College of Business & Executive Education of Faulkner University. Certain graduate Business programs offered by Faulkner University might require additional prerequisites.

Students must satisfy the above requirements, pass the courses in the HRM program, maintain a 2.0 grade point average on all work attempted, and pass a Comprehensive Examination in order to receive the Bachelor of Science degree. See the HRM Student Handbook for further discussion concerning the Comprehensive Examination.

A Faulkner transcript will show both a Faulkner grade point average (GPA), and an Overall GPA that includes any transfer credit as authorized by the Registrar's Office. However, the final GPA, which will be considered for honors at graduation, will include all Registrar approved credit from all accredited schools attended (technical and academic) in addition to

credit awarded by Faulkner University. Students with an Overall GPA of 3.75 or higher will graduate with honors.

All requirements of the HRM degree must be completed within four (4) years of the initial enrollment to the program. Prior to re-entry/re-enrollment, students who withdraw from the program must satisfy the requirements based on the current curriculum/catalog including completion/satisfaction of any core requirement deficiencies.

### *Academic Advising for HRM*

Students should recognize that they have the primary responsibility in planning their own academic program, given the fact that this is a structured degree completion program. All students entering the University's executive programs will be given an official evaluation of transcripts, military school and training, etc. Any student lacking in core requirements has a variety of options available to satisfy these deficiencies: CLEP, additional coursework, etc. The Transcript Evaluator in the Registrar's Office will provide the student with detailed information on these options, and specific courses needed to satisfy core. While the Dean of the College of Business and the Vice President for Academic Affairs may make recommendations, the Transcript Evaluator has the responsibility and authority on the evaluation of any and all credit transferred to Faulkner.

The Vice President for Academic Affairs, the Dean of the College of Business, and the Program Director stand ready to help with special situations.

### *Academic Appeal for HRM*

If a student has reason to question the decision of an instructor with regard to course content or to a grade received, the student should follow the below protocol. A written appeal must be made within six (6) weeks of the completion of the course in question. The academic appeal process generally takes four (4) weeks, which includes convening the appropriate committee when necessary.

1. The appeal is first made to the instructor of the course.
2. If the student has further concerns, he/she may appeal (in writing) to the Program Director. The Director will investigate the student's concerns and respond.
3. If further appeal is required, the appeal should be made to the Dean of the College of Business and Executive Education.
4. The Dean may decide to forward the appeal to the Academic Review Committee as necessary. The student also has a right to request an appeal by the Academic Review Committee if they are in disagreement with the decision rendered by the Dean. Either

the Dean and/or the Academic Review Committee will provide the student with a copy of the final decision.

The HRM Academic Review Committee is comprised of the Director of the HRM department, the Director of the BBA department, the Director of the MSM department, the Director of the BSB department, the Director of the MBA department, and the Dean of the College of Business and Executive Education. Please be informed that the Committee comprises the final body of academic appeal in the College of Business & Executive Education.

The primary role of the Committee is to work with operational issues such as grades, conduct, Comprehensive Examinations, plagiarism/complicity, and special situations, though it is not limited to such. If any of the individuals in the Committee happens to be the professor who has awarded the grade being appealed, he/she will be replaced in that committee by another credentialed faculty member while the appeal is being addressed.

Students not following the above protocol will be deemed as not abiding by the guidelines of their academic program at Faulkner University. Students contacting any other external (outside of Faulkner University) person, agency, or institution will also be deemed to be in noncompliance with the guidelines of the academic program at Faulkner University. Action taken may include, but not be limited to, withdrawal from the program, dismissal, probation, suspension, or any other action as deemed necessary by the administration of Faulkner University.

### *Academic Misconduct in HRM*

Academic misconduct includes but is not limited to plagiarism, falsification on tests and/or assignments, attempting to take credit for another's work, and abuse or inappropriate behavior toward an instructor, student, staff member, or administrator. Inappropriate behavior includes disrespect for an instructor/administrator's authority, calling members of the administration at home with complaints, or any non-professional behavior during an academic session. Aggressive and/or offensive verbal communications with instructors, staff, administrators and/or fellow students will not be tolerated. Please refer to the HRM Student handbook for additional details.

Faulkner University reserves the right to dis-enroll a student at any time for any academic or behavior-related cause as deemed necessary by the Academic Department or Administration of Faulkner University. Depending upon the circumstances, a tuition refund for that term may not be granted.

### *Classroom Attendance for HRM*

Regular class attendance is expected of all students and is essential for academic development. In some courses, class interaction and individual participation are such vital parts of the course objective that appreciable absence from class negates the value of the course. An education, being more than the attainment of facts and skills, includes the development of attitudes, appreciations, and understandings that are experienced from the classroom.

The following policies and procedures are to be followed in regard to absences of students:

1. Students are expected to attend class and are responsible for assignments and work missed because of absence, but an instructor is not obligated to permit a student to make up work.
2. One absence is allowed without prior approval of the Program Director; however, please note there is some exception to Module 11. Please refer to the HRM Student Handbook for additional details. When an absence does occur, the student is still responsible for the online component of the class. The student must have prior approval from the Program Director before the second absence. Regardless of the reason for an absence (personal illness, family illness, death of family member, work, vacation, etc.) a student who misses three meetings of any five-week module will receive an automatic "F" in the five-week module.
3. The handling of other absences and makeup work is at the discretion of individual instructors, but it must be consistent with the program's class attendance policy mentioned in the syllabus distributed at the beginning of the module.
4. Instructors are required to keep an accurate record of class attendance and to notify the Program Director's office at the earliest moment an attendance problem becomes evident.

Please refer to the HRM Student Handbook for additional details.

### *Comprehensive Examination for HRM*

Students receive an HRM program calendar during registration that contains the date that the written Comprehensive Examination will be administered. Satisfactory completion of this Examination will be required prior to graduation. The results of this exam shall be reported on a Pass or Fail basis only.

The Examination shall be comprised of questions, cases, or problem situations which focus the student's energies on the progressive absorption features of the HRM Program. During semester three of the HRM program, the students will receive a list of topics relating to the different courses from which the Examination will be taken. An informational letter will be sent via email one to two weeks prior to the examination making known the time and location.



The departmentally designed Comprehensive Examination is administered to all students during the third semester of the program. The Examination is prepared by members of the Faulkner University College of Business Examination Committee based on topics submitted by instructors teaching in the HRM program. Answers to the questions or solutions to the problems are to be essay-type and are to be written and completed within the testing session. The Examination consists of six questions. The questions or problem situations are based on the concepts in the following courses of the HRM program:

- Module 1 HRM 4300 Organizational Behavior
- Module 4 HRM 3310 Statistical Methods & Research
- Module 5 HRM 4310 Management Information Systems
- Module 6 HRM 3320 Effective Interpersonal Relations
- Module 8 HRM 4330 Human Resource Management
- Semester 3 HRM 4391/4191 Training & Development of Human Resources

Full-time business faculty on the Montgomery campus will evaluate the Examination and will assign either a “Pass” or “Fail” grade. A Pass grade is the equivalent of a numerical grade of 70 or higher on each of the six questions. A Pass grade will result in a student being certified to the HRM Director as having successfully completed the Comprehensive Examination. The Pass or Fail grade designation is not used in determining grade point averages.

A Fail grade is the equivalent of a numerical grade of 69 or below on any given question. Any question failed must be re-taken before an overall Pass grade can be given for successful completion of the Comprehensive Examination. A student who fails a question will be allowed two retakes of the Examination and will be notified of the date for the retake Examination. The re-take Examination may consist of any of the questions listed in the topic areas already given out to the student during Semester 3 of the program.

All retake Examinations will be administered on the Faulkner campus in Montgomery. Each retake of the Examination costs the student a retake fee of \$50.00 which must be paid prior to taking the test. Students must register for each retake taken. A student who has repeatedly failed the Comprehensive Examination may apply in writing to the HRM Director to be allowed to retake the examination a third time. A final decision regarding such will be made by the HRM Academic Review Committee. Also, any student who fails to attend the Comprehensive Examination when he/she is scheduled, without prior notification, will be charged a \$50 fee for the rescheduling. All students are expected to take the Comprehensive Examination on the date identified on the HRM calendar for their group.

A student who does not pass the retakes of the Comprehensive Examination must appeal in writing to the HRM Director for re-admission to the program. If this petition is approved, the student must retake and successfully complete some or all of the HRM courses previously listed, as advised by the HRM Academic Review Committee. The student must then

successfully complete the Comprehensive Examination. Students who, for whatever reason, withdraw from the program and later choose to take the Comprehensive Examination will assume responsibility for taking/retaking any new/updated courses in HRM curriculum.

*Transferability of HRM Credits or Applicability to Graduate Programs*

Because of the diversity in graduate programs (numerous programs across the nation and in various fields within the broad area of business, related to business, or outside of business) and the variety of entrance competencies for entry therein, it is not feasible for the University to advise students as to whether their programs of study at Faulkner will satisfy the prerequisites of other studies at other universities. Thus, the student contemplating transfer or graduate work at another institution bears the sole responsibility for ensuring that work done at Faulkner will satisfy the program requirements at a different university.

Although the HRM program provides the student with a bachelor’s degree and 48 semester hours of upper-division credit, please note that admission requirements for graduate schools vary extensively. It is possible that some graduate schools may require more than 48 upper division hours for admission.

**HRM Program**

**Core Curriculum ..... 72 hours**

**Christian Literacy\* 12 hours**

- BI 1311 Life of Christ 3
- BI 1314 Book of Acts 3
- BI 2302 Pentateuch 3
- Bible elective 3

**Cultural Heritage Literacy 3 hours**

- One course in humanities or history 3

**Information and Communication Literacy\*\* 6 hours**

Composition

- EH 1301 English Composition I 3
- EH 1302 English Composition II 3

**Mathematical and Scientific Literacy 9 hours**

Mathematics

- MH 1300 College Math (or higher) 3

Physical Science or Natural Science 3

Mathematics, Physical Science or Natural Science 3

**Personal and Social Literacy****12 hours****Social Science**

Choose four courses in any social science area such as history, political science, economics, psychology, sociology, anthropology, library science, geography, etc.

**Electives****30 hours****Professional Literacy ..... 48 hours**

Semester 1	20 weeks		17 hours
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Module 1	5 weeks	HRM 4300 Organizational Behavior	3
Module 2	5 weeks	HRM 4311 Supervision and Management	3
Module 3	5 weeks	HRM 3300 Research Methods in Mgt.	3
Module 4	5 weeks	HRM 3310 Statistical Methods & Research	3
Module 11		HRM 4199 Research Project (Part 1)	1
Fully Online		HRM 3341 Survey of Management	3
Fully Online		HRM 3140 Perspectives of Management	1

Semester 2	15 weeks		16 hours
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Module 5	5 weeks	HRM 4310 Management Info. Systems	3
Module 6	5 weeks	HRM 3320 Effective Interpersonal Relations	3
Module 7	5 weeks	HRM 3331 Biblical Perspectives	3
Module 11		HRM 4399 Research Project (Part 2)	3
Fully Online		HRM 4383 Survey of International Mgt.	3
Fully Online		HRM 4183 Persp. of International Mgt.	1

Semester 3	17 weeks		15 hours
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Module 8	5 weeks	HRM 4330 Human Resource Management	3
Module 9	5 weeks	HRM 4381 Management and the Family	3
Module 10	5 weeks	HRM 4341 Business Ethics and Values	3
Module 11	1 week	HRM 4299 Research Project (Part 3)	2
Fully Online		HRM 4391 Survey of Train. & Devel. of HR	3
Fully Online		HRM 4191 Persp. of Train. & Devel. of HR	1
	1 week	HRM 4090 Comprehensive Exam	0

HRM Total	52 weeks	Total Semester Hours	48
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**Total Hours Required for Graduation ..... 120**

\*Students who transfer in core curriculum requirements for the HRM program can substitute 12 hours in general education courses for this requirement. Students who take courses at Faulkner University to satisfy the core curriculum requirements for the HRM program must take a Bible course within every 15 hours to satisfy the University's Christian Literacy requirement.

\*\* A course in computer literacy is recommended for students prior to taking the professional literacy area.

### **B.S. in Human Resource Management with Health Administration Emphasis**

Students have the option to complete their Bachelor of Science in Human Resource Management with a Health Administration Emphasis. This HRM degree with Health Administration Emphasis is offered in a similar format to the non-emphasis degree, but includes an additional semester for a total of 65 weeks of study. In the semester that immediately follows the end of the third semester of the HRM program, students who wish to complete the Health Administration emphasis will take four additional courses. All four Health Administration courses will be delivered in a fully online format. The first two courses will be offered online in a seven week module and the remaining two courses will be offered online in a subsequent seven week module. Please check with Executive & Professional Enrollment regarding the emphasis areas offered on a specific start cycle.

The four Health Administration courses are listed below. Please see the “Courses” section of this catalog for course descriptions.

- HRM 4386 Survey of Health Administration
- HRM 4387 Healthcare Economics and Public Policy
- HRM 4388 Managed Care, Policies and Implications
- HRM 4389 Medical Office Supervision, Coding, and Billing

Prospective students will have the opportunity to begin their degree with emphasis at two different times during the year: February or September. Each new start will begin with Module 1 of the degree program.

#### *Admission to HRM with Health Administration Emphasis*

Students who meet the following requirements may apply for admission status:

1. Minimum GPA of 2.0 on credit hours applied to entrance competencies.
2. Completion of entrance competencies as listed.
3. 23 years of age.
4. Two years of relevant work experience.

Conditional/provisional admission status may be granted by the HRM Department Director. Such admission exception must be in writing prior to enrollment. No waivers are intended to be granted by the Director for any student who has less than the minimum 60 hours required entrance competency.

The HRM Program with Health Administration Emphasis consists of a total of 120 semester credit hours. This includes the minimum 60 hours as an entrance requirement, plus 60

hours in the modular program. Any deficiencies in suggested competencies will be evaluated, and students lacking credit will need to fulfill the requirements before graduation. These entrance requirements can be completed at either Faulkner University or any other regionally accredited college and must be completed within two years from the date the student begins the program. A student must maintain a cumulative GPA of 2.0 in order to be awarded the Bachelor of Science in Human Resource Management degree with Health Administration Emphasis.

Students enrolled in Faulkner University’s one-year degree completion programs will not be granted permission to simultaneously take core courses. Transfer credit for core requirements will not be accepted from other schools if taken while enrolled in any of Faulkner University’s one-year degree completion programs.

### HRM Program with Health Administration Emphasis

**Core Curriculum ..... 60 hours**

**Christian Literacy\* 12 hours**

- BI 1311 Life of Christ 3
- BI 1314 Book of Acts 3
- BI 2302 Pentateuch 3
- Bible elective 3

**Cultural Heritage Literacy 3 hours**

- One course in humanities or history 3

**Information and Communication Literacy\*\* 6 hours**

Composition and Literature

- EH 1301 English Composition I 3
- EH 1302 English Composition II 3

**Mathematical and Scientific Literacy 9 hours**

Mathematics

- MH 1300 College Math (or higher) 3

Physical Science or Natural Science 3

Mathematics, Physical Science or Natural Science 3

**Personal and Social Literacy 12 hours**

Social Science

Choose four courses in any social science area such as history, political science, economics, psychology, sociology, anthropology, library science, geography, etc.



\*\* A course in computer literacy is recommended for students prior to taking the professional literacy area.

COLLEGE OF

EDUCATION



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# INTRODUCTION

The mission of Faulkner University's College of Education is to glorify God through the education of the whole person and the preparation of highly competent, professional, and socially committed elementary and secondary school educators who possess content, pedagogical, and professional knowledge, who emphasize integrity of character, who use their gifts in the service of others, and who demonstrate professional competence and leadership in their field.

The Faulkner University College of Education is committed to the preparation of elementary, secondary, and P-12 teachers who will demonstrate a high degree of both character and professional competence. Those who complete the program are prepared to provide leadership in schools as well as to teach in public and private schools. The College of Education oversees and coordinates the Teacher Education Program at Faulkner University.

The education of our future citizenry is one of the most noble and significant challenges for an individual to accept. As our society continues to change and seeks sources of positive influence, the need grows for dedicated, purpose-minded teachers. Those who pursue a teaching career now will inherit the task of motivating the next generation to lead an intelligent, responsible and meaningful life. With these goals in mind, the College of Education's vision integrates the University's five core commitments—steadfast commitment to biblical truth and Christian principles; demonstrated care for every student, every day; excellence in teaching and learning; intentional, spiritual mentoring of the total life of the student; and fostering respect and preservation of fundamental principles that acknowledge the religious, intellectual, social, economic, and individual freedoms we enjoy as blessings from our Creator—with the need for quality educators who will serve others with integrity.

As we consider the future and our role in it, the College of Education has created a vision for our quest to prepare future educators. In collaboration with the broader Faulkner University community, the professional community in schools surrounding our campus, our teacher candidates, our alumni and our community, the teacher education program has a vision to prepare educators who are able to meet the challenges of teaching in the future by following these major objectives:

- Fostering a Christ-like community of empathy, caring, friendliness, respect, openness, understanding, and integrity to establish lives of professional service in facilitating learning.
- Fostering the pursuit of cognitive, moral, emotional, physical, psychological, and spiritual excellence for lives of professional service in facilitating learning.
- Fostering the preparation of highly competent, professional, and socially committed elementary and secondary school educators and leaders for lives of professional service in facilitating learning.
- Fostering the pursuit of specialized training in content, pedagogical, and professional knowledge for lives of professional service in facilitating learning.
- Fostering the infusion of values, integrity, and character across the curriculum, co-curricular experiences, and extra-curricular activities for lives of professional service in facilitating learning.
- Fostering the development of educators who demonstrate dedication to their pupils' intellectual growth and overall well-being in lives of professional service in facilitating learning.
- Fostering a desire to perpetuate the art and profession of teaching through lives of professional service in facilitating learning.
- Fostering the lifelong pursuit of professional excellence, innovation, and collaboration in research and preparation of professionals for the highest levels of practice and service in diverse schools, organizations, and communities for lives of professional service in facilitating learning.

### National Accreditation and State Approvals

The teacher preparation programs within the College of Education at Faulkner University are accredited by the National Council for Accreditation of Teacher Education (NCATE). The College of Education is approved to offer three undergraduate degree programs leading to the Class B Alabama Teaching Certificate and one graduate degree program leading to the Class A Alabama Teaching Certificate by the Alabama State Department of Education (ALSDE). All of the programs satisfy the ALSDE's Alabama Quality Teacher Standards and Highly Qualified Teacher standards. The College of Education's ALSDE approved three undergraduate program areas, as well as the associated ALSDE certification endorsement areas are summarized in the following chart.

### ALSDE Certification & Grade Levels

Program Area	Grade Levels	Class B: Undergraduate
Early Childhood	Grades PreK-3	Bachelor of Science (B.S.)

Elementary Education	Grades K-6	Bachelor of Science (B.S.)
Physical Education	Grades PreK-12	Bachelor of Science (B.S.)

## Teacher Education Program

### *Handbooks*

The College of Education (COE) has prepared detailed handbooks for students pursuing a degree in any education field at Faulkner University. The handbooks contain the most recent policies, procedures, guidelines, and processes for successful completion of an education degree at Faulkner University. Students should obtain a copy of the current Undergraduate Handbook, Graduate Handbook, Internship Handbook from the College of Education Office at the appropriate time in conjunction with COE professional coursework.

### *Completion of Degree and Certification in an Education Field*

Completion of a degree program in education requires much more than amassing course credits from the degree program lists. A Teacher Education Program candidate at Faulkner University will pass through four gateways toward a career in education. In order to make a wise career choice, students will begin by taking ED 2020 Introduction to Education and begin field experiences in the surrounding partnership districts. Upon successful completion of the course and related field experiences, students, along with their assigned College of Education advisor, will make their choice to pursue a degree in education. Gateway One begins with the declaration of a major in education and progresses to application and admission into the Teacher Education Program. Gateway Two moves to application and admission into the Internship. Gateway Three includes the Internship. Gateway Four finalizes the route through certification and professional practice. Teacher Education Program candidates are presented to the Teacher Education Committee for approval to enter the Teacher Education Program and Internship Program.

### *Teacher Education Program Gateways*

#### Teacher Education Candidate Recruitment, Quality, and Diversity

- Students will enroll in ED 2020 Introduction to Education. Students will be required to complete field experiences in relation to ED 2020. Students must complete a criminal history background check through an approved Alabama State Department of Education service

provider. Students will also provide the designated College of Education official documentation of having cleared the criminal history background check.

- Prior to Formal Admission into the Teacher Education Program (TEP), Gateway 1

Students must declare an education field as their academic major in the main office of the College of Education. At this time, the student's education file will be developed. Upon declaration of an education major, students are eligible to enroll in the following education coursework: ED 2322 Foundations of Education, ED 2342 Instructional Methodology, ED 3340 Exceptional Learner, and ED 4348 Classroom Management. During ED 2020 Introduction to Education and these four courses, students will complete field experience hours in a P-12 setting. Students may also complete any of the coursework detailed on the core side of their degree plan. Student should apply for formal entrance into the Teacher Education Program during the fall or spring semester they plan to meet all admission requirements. Prior to TEP admission, the student may repeat any of the five courses in which she or he received a grade of C or below.

- Teacher Education Program Admission, Gateway 2

Application for admission into the Teacher Education Program should be made at the beginning of the semester in which a student will complete a number of professional education courses and related field experiences. Students may not exceed five professional education courses prior to being admitted to the Teacher Education Program (TEP). Students should apply for admission by submitting a formal application by the announced deadline at the beginning of each fall and spring semester. Directions on how to obtain application forms for admission into the Teacher Education Program can be secured from the College of Education Office. All applicants will be required to complete various deadlines throughout the rest of the semester of application culminating in formal approval by the Teacher Education Committee (TEC). All Teacher Education Program requirements must be submitted to the College of Education Certification Officer for processing.

To be eligible for unconditional admission into the Teacher Education Program, a student must meet the following requirements by the completion of the semester of application:

1. Submission of Teacher Education Program application
2. A minimum GPA of 3.0 in the following areas:
  - a. Overall
  - b. Teaching Field
  - c. Professional Studies

Those students with a 2.75-2.99 will be considered, but admission is not guaranteed

3. A passing score on all three sections of the Praxis Core prescribed by the Alabama Educator Certification Assessment Program
4. Completion of the five approved professional education courses
5. Completion of English Composition I and English Composition II, with a grade of “C” or higher in both
6. SAEA (or other education liability insurance) dues paid for current school year
7. Satisfactory disposition ratings on approved field experiences in a variety of settings totaling a required minimum hours
8. Completion of background check and fingerprinting done in ED 2020
9. Satisfactory ratings on disposition forms from professor for each Education class taken up to TEP entry
10. Formal interview with the Director of Field and Clinical Placements/Certification Officer
11. Approval to enter the Teacher Education Program by the Teacher Education Committee
12. Candidates will receive a letter whether his or his application for admission to a specific educator preparation program has been accepted.

Candidates should apply only if they have met the requirements listed above.

Any application that does not meet all necessary requirements will not be accepted. Teacher Candidates whose application is denied are responsible for reapplying the following eligible semester. Teacher Candidates who cannot be admitted to the Teacher Education Program due to a low GPA are encouraged to take or retake courses in the general studies in order to increase their GPA.

- Internship Program Admission, Gateway 3

The Internship is the culminating experience for a candidate in the Teacher Education Program. The Internship is a full semester placement in a P-12 school classroom setting within a 40 mile radius of the University of the University’s choice. On the job placements for undergraduate students is not permitted.

Because the Internship is such a time consuming experience, teacher candidates are not allowed to enroll in other classes, be employed, or engage in significant social club or extracurricular activities during the Internship experience unless specifically approved by the Teacher Education Committee. Directions for obtaining the application forms for admission into the Internship Program can be secured from the College of Education Office. All applicants will

be required to complete various deadlines throughout the rest of the semester of application culminating in a formal interview with the faculty. All The Internship is the culminating experience for a Teacher Candidate in the Teacher Education Program. The Internship is a full semester placement in a P12 school classroom setting that includes twenty days of full-time teaching responsibility.

Application for admission into the Internship should be made the first of February or the first of September for the semester in which a Teacher Candidate will complete all coursework.

The following criteria must be demonstrated before the conclusion of the semester of application to Internship:

1. Submission of the Internship Application
2. Unconditional admission to the Teacher Education Program at least two semesters prior to application for the Internship
3. A minimum earned GPA of 2.75 in the following areas:
  - a. Overall
  - b. Teaching Field
  - c. Professional Studies
4. Official passing test score results from the appropriate Praxis II Content Test, Principles of Learning and Teaching (K-6) or (7-12), and the Teaching Reading Praxis (Elementary Education majors only) must be on file with the College of Education. Completion of the edTPA is mandatory during internship; passing score is not required until fall 2018.
5. Successful completion of entire degree plan
6. Satisfactory disposition ratings on approved field experiences in a variety of settings totaling a required minimum hours
7. Active membership in SAEA ( or other education liability insurance)
8. Completion of the Major Field Test (P12 Majors only)
9. Satisfactory ratings on disposition forms from professor for each Education class taken up to Internship entry
10. Formal interview with the Director of Field and Clinical Placements/Certification Officer
11. Approval to enter the Internship gateway by the Teacher Education Committee

Any application that does not meet all necessary application requirements will not be accepted. Teacher Candidates whose application is denied are responsible for reapplying the following eligible semester.

- Graduation Requirements, Gateway 4

To receive the Baccalaureate Degree in Education, Candidates must meet the following requirements:

1. Candidacy and admission into the Teacher Education Program (a minimum of two semesters prior to the Internship)
2. Completion of all courses and requirements listed on the appropriate degree plan (including an appropriate and successful Internship)
3. Completion of a minimum total hours of clinical experiences
4. Completion of ALSDE Teacher Certification requirements, including a assessment requirements of the Alabama Educator Certification Assessment Program (AECAP), completion of edTPA, and appropriate paperwork (including fingerprinting and background check release forms)
5. Completion of all institutional requirements for graduation, i.e. filing of appropriate forms with the Registrar's Office, exit interview with the Financial Aid Office, and clearance with the Business Office
6. Completion of an exit interview with the College of Education

Completion and final approval of internship portfolio which will contain evidence of competencies and completion of the above requirements. All course artifacts should be found in the Teacher Candidate's completed portfolio.

### *Certification*

Upon program completion and successful ratings during the Internship, the candidate will file for certification in the State of Alabama. For candidates seeking certification in two or more distinct teaching fields, an additional internship(s) will be required (such as physical education AND biology). Successful completion of an approved Teacher Education Program and satisfactory scores on the ALSDE Educator Testing requirement and the Praxis II exams qualify a candidate for a Class B Certificate. Application for Class B Certification should be secured from the College of Education during the Internship. The completed application, official transcripts, a money order from the candidate in the amount of \$30, and verification of successful completion of an approved Teacher Education Program are submitted by the College of Education to the ALSDE when all requirements have been satisfied.

### *Retention in the Teacher Education Program*

In addition to the University's policies regarding suspension and expulsion, as outlined in *Faulkner University's Student Handbook*, the College of Education, as executed by the Teacher Education Committee, reserves the right to dismiss any candidate from the Teacher Education Program based upon disciplinary violations taken before the University's Disciplinary Review Board resulting in University disciplinary action.

An admitted candidate who does not continue to meet program requirements will be placed on probation as determined by the Teacher Education Committee.

To remain in the Teacher Education Program, a candidate must continuously meet the following requirements:

1. Maintain a minimum of 2.75 grade point average overall, in professional studies, and in the teaching field
2. Demonstrate professional dispositions during all coursework and clinical experiences
3. Submit all coursework demonstrating successful completion of ACTS and SPA standard mastery
4. Completion of all program gateways according to the mandated timeframes

\*Any grade below a "C" in Professional Studies courses will not be used to meet certification requirements. ALSDE policies and university policies must be followed in calculation of GPA and awarding of credit for courses taken and courses repeated. ALSDE policies will supersede university policies.

If placed on probation, the Teacher Education Committee will construct a corrective action plan, which may include a candidate's removal from the Teacher Education Program. Implementation and completion of a corrective action plan for remediation will determine a candidate's continued status within the Teacher Education Program.

### **Testing Requirements**

#### *Praxis I Core*

Class B candidates must successfully complete all three sections of the Praxis I Core. This test is a precondition for teacher certification in the State of Alabama. Faulkner University requires candidates to pass each section for admission into the Teacher Education Program.

#### *Praxis II Content Knowledge Test*



Faulkner University requires candidates to achieve the minimum passing score on the Praxis II examination in their content field prior to being admitted to the Internship Program. The Praxis II is a precondition for teacher certification in the State of Alabama. To register for the Praxis II, go to [www.ets.org/praxis](http://www.ets.org/praxis) or call (609) 771-7395. Candidates must be prepared to pay the prescribed fee when registering for the test. Scores must be reported electronically to Faulkner University (Code 1068) and the ALSDE (Code 7020).

#### Class B: Elementary Education

Elementary Education Math (5003), Reading/Language Arts (5002), Science (5005), and Social Studies (5004)

#### Class B: Special Education

Collaborative Special Education P-3/K-6/ 6-12 (5354)

Early Childhood Education (5025)

Elementary Education Math (5003), Reading/Language Arts (5002), Science (5005), and Social Studies (5004)

#### Class B: Early Childhood Education

Early Childhood Education (5025)

#### *Praxis II Teaching Reading*

Effective September 1, 2012, all elementary education and early childhood education majors are required to take the Teaching Reading Praxis II examination prior to being admitted to the Internship Program.

#### Praxis II Principles of Learning and Teaching

Effective Sept.1, 2013, candidates in all programs of study within the College of Education must also successfully pass the test in their area for the following examinations:

- Principles of Learning and Teaching (K-6) – 0622
- Principles of Learning and Teaching (7-12) – 0624

#### *Major Field Test (MFT)\**

The MFT is a University examination designed to measure candidate success in their major field area. Candidates in the College of Education are required to take the MFT as part of their application process for entrance into the Internship Program. Only P12 education majors are required to take the MFT.

#### **Field and Clinical Experiences**

Field and clinical experiences are an important and integral part of the Teacher Education Program. Field and clinical experience hours are to be completed in prescribed education courses, as well as the Internship. Candidates will complete field and clinical experience hours in diverse settings and across all levels for which they will be certified. Before admission into the Teacher Education Program, each candidate must complete a minimum of 30 field experience hours, and prior to admission to the Internship, the candidate must complete all course embedded field experiences. The experiences will provide opportunities for candidates to develop the skills essential for classroom teachers. Field experiences during courses will include instruction, tutoring, or conducting workshops for P-12 pupils. All field experiences are designed to be community based, service oriented, and to promote skills development of Teacher Education candidates. The College of Education requires candidates to experience a wide variety of field and clinical experiences which include students with exceptionalities and students from diverse ethnic, racial, gender, and socioeconomic groups.

#### *Removal from Field and Clinical Experiences*

Removal of a student or teacher candidate from a P-12 school by the administration of that school or by Faulkner University College of Education faculty will result in immediate suspension from field or clinical (internship) experiences. The Teacher Education Committee will meet to decide on a corrective action plan, which may include a candidate's removal from the Teacher Education Program. Implementation and completion of a corrective action plan will determine further opportunities to complete field and/or clinical experiences.

Interns removed from internship are not guaranteed a placement the following semester.

#### **Transfer Students**

The College of Education welcomes transfer students from other regionally accredited institutions and will accept transfer as detailed by the various STARS agreements. Students may access the transfer agreements at the following web address:

<http://intranet2.dpe.edu/ISS/home.aspx>. No more than three courses from the Professional Studies and Teaching Field area may be transferred from another university and accepted toward an Education degree. All professional education and teaching field courses are subject to approval before they are accepted as transfers toward a degree. Students are responsible for obtaining syllabi and submitting them to the College of Education office for each course taken at another university they wish to be considered for transfer.

NOTE: The following courses must be completed at Faulkner University:

- ED 2020 Introduction to Education\*
- ED 4320 Assessment of Education\*
- ED 4344 Mathematics Methods\*
- ED 3336 Language Arts Methods\*
- ED 4329/4229/4129 Materials and Methods
- ED 4350 Seminar in Education
- ED 4997, 4998, or 4999 Internship.

In addition, transferred courses and/or credits used to meet approved program requirements in professional studies, instructional support, or other approved program requirements (courses other than general studies and Arts and Sciences type courses used to meet academic major requirements) must have been completed at a regionally accredited institution that prepares teachers on the same degree level of certification.

\*These courses are aligned with preparation for the edTPA. This requirement is pending Teacher Education Committee approval.

### **Great Books Honors College Students**

Students enrolled in the Great Books Honors College who have completed GB I-IV may fulfill your contract obligation by selecting any two upper level courses within your major area with agreement from select professor(s) and the honors college. Please consult the Great Books section of the catalog for complete details.



# EARLY CHILDHOOD EDUCATION (BIRTH-GRADE 3)

The primary purpose of the elementary education major is to provide a candidate with sufficient knowledge in areas of study that are considered important in teaching children. Graduates who complete the prescribed program as mentioned above are qualified to receive the Alabama Class B Teaching Certificate. Candidates take sixty four (64) semester hours in the University's core curriculum, thirty-three (30) semester hours of professional education studies, and thirty-three (37) hours in the early childhood major field areas. In the professional and early childhood major field courses, there are many opportunities to work with children in diverse placements in schools in the tri-county area.

## **B.S. Degree in Early Childhood Education**

*Requirement for the Teaching Content Field in Early Childhood Education  
Certification in Early Childhood (Birth-Grade 3)*

<b>Core Curriculum .....</b>	<b>64 hours</b>
<b>Christian Literacy</b>	<b>15 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2319 Christian Ethics	3
BI 4311 Christian Cultural Heritage	3
BI 3311 Marriage and Family	3
<b>Social Studies</b>	<b>12 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
PY 2301 Life Span Development	3
HY 2320 American Cultural Heritage <sup>3</sup>	3
<b>Information and Communication Literacy</b>	<b>12 hours</b>
EH 1301 English Composition I	3
EH 1302 English Composition II	3
Literature elective	3

BI 2318 Understanding Biblical Literature	3
<b>Mathematical and Scientific Literacy</b>	<b>24 hours</b>
<u>Mathematics</u>	
MH 1340 Pre-Calculus Algebra (or higher)	3
MH 2305 Elementary Math I	3
MH 2306 Elementary Math II	3
Math Elective *should be Calculus or Statistics	3
<u>Physical Science</u>	
PHY 1304 Principles of Physical Science I	3
PHY 1104 Principles of Physical Science I Lab	1
PHY 1305 Principles of Physical Science II	3
PHY 1105 Principles of Physical Science II Lab	1
<u>Natural Science</u>	
<i>Choose one of the following options:</i>	4
BIO 1300 Perspectives in Biology and	
BIO 1100 Perspectives in Biology Lab	
<i>or</i>	
Advisor approved Science course with lab	
<b>Personal and Social Literacy1</b>	<b>1 hours</b>
<u>Personal</u>	
<i>One of the following:</i>	1
FAF 1111 Faulkner Foundations or	
FAF 2111 Faulkner Foundations-Transfer**	
<b>Professional Literacy .....</b>	<b>74 hours</b>
<u>Early Childhood Education</u>	
ECED 3350 Survey of Early Childhood Education	3
ECED 3155 Early Childhood Field Experiences	1
ED 2020 Introduction to Education	0
ED 2322 Foundations of Education	3
ED 2325 Technology in the Classroom	3
ED 3317 Language and Literacy I	3
ED 3341 Health Education	3
ED 3336 Language Arts Methods	3
ED 3337 Physical Education for Children	3
ED 3345 Fine Arts in the Classroom	3
ED 3338 Social Studies Methods	3
ED 3340 The Exceptional Learner	3
ED 4315 Language and Literacy II	3
ED 4320 Assessment in Education	3
ED 4327 Language and Literacy III	3

ED 4332 Science Methods	3
ED 4344 Mathematics Methods	3
ED 4348 Classroom Management	3
ED 4350 Seminar in Education	3
ED 4997 K-6 Internship	9

**Total Hours Required for Graduation ..... 138**

\*\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 48 hours of upper level credits are required for graduation.

**B.S. Degree in Elementary Education**

*Requirement for the Teaching Content Field in Elementary Education  
Certification in Elementary Education (K-6)*

**Core Curriculum ..... 64 hours**

**Christian Literacy 15 hours**

BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2319 Christian Ethics	3
BI 4311 Christian Cultural Heritage	3
BI 3311 Marriage and Family	3

**Social Studies 12 hours**

HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
PY 2301 Life Span Development	3
HY 2320 American Cultural Heritage <sup>3</sup>	3

**Information and Communication Literacy 12 hours**

EH 1301 English Composition I	3
EH 1302 English Composition II	3
Literature elective	3
BI 2318 Understanding Biblical Literature	3

**Mathematical and Scientific Literacy 24 hours**

Mathematics

MH 1340 Pre-Calculus Algebra (or higher)	3
MH 2305 Elementary Math I	3
MH 2306 Elementary Math II	3
Math Elective *should be Calculus or Statistics	3

Physical Science

PHY 1304 Principles of Physical Science I	3
PHY 1104 Principles of Physical Science I Lab	1
PHY 1305 Principles of Physical Science II	3
PHY 1105 Principles of Physical Science II Lab	1

Natural Science

*Choose one of the following options:* 4

- BIO 1300 Perspectives in Biology and
- BIO 1100 Perspectives in Biology Lab

*or*

Advisor approved Science course with lab

**Personal and Social Literacy 1 hours**

Personal

*One of the following:* 1

- FAF 1111 Faulkner Foundations or
- FAF 2111 Faulkner Foundations-Transfer\*\*

**Professional Literacy ..... 63 hours**

Elementary Education

ED 2020 Introduction to Education	0
ED 2322 Foundations of Education	3
ED 2325 Technology in the Classroom	3
ED 3317 Language and Literacy I	3
ED 3341 Health Education	3
ED 3336 Language Arts Methods	3
ED 3337 Physical Education for Children	3
ED 3345 Fine Arts in the Classroom	3
ED 3338 Social Studies Methods	3
ED 3340 The Exceptional Learner	3
ED 4315 Language and Literacy II	3
ED 4320 Assessment in Education	3
ED 4327 Language and Literacy III	3
ED 4332 Science Methods	3
ED 4344 Mathematics Methods	3
ED 4348 Classroom Management	3
ED 4350 Seminar in Education	3
ED 4997 K-6 Internship	9

**Total Hours Required for Graduation ..... 127**

\*\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 48 hours of upper level credits are required for graduation.





# COMPREHENSIVE EDUCATION DEGREE PLANS: GRADES P-12

A student who seeks certification in a comprehensive education (grades P-12) teaching field must pursue a Bachelor of Science in Physical Education and complete the required teacher education courses for certification.

Each secondary education program includes three components: general studies, professional education, and subject-area courses. Candidates completing secondary education programs will earn degrees in their content fields and meet Alabama requirements for Highly Qualified Teaching status.

In planning a program in comprehensive education, the candidate should work closely with the assigned advisor to meet the requirements for the content program chosen. Professional studies, subject-area content, and general studies components will vary slightly.

## **B.S. Degree in Physical Education with Certification in Education**

*Requirement for the Teaching Content Field in Physical Education*

*Certification in Physical Education (P-12)*

<b>Core Curriculum</b> .....	<b>50 hours</b>
<b>Christian Literacy</b>	<b>15 hours</b>
BI 1315 Biblical Worldview I	3
BI 1316 Biblical Worldview II	3
BI 2319 Christian Ethics	3
BI 4311 Christian Cultural Heritage	3
BI 3311 Marriage and Family	3
<b>Social Studies</b>	<b>12 hours</b>
HU 2315 Western Tradition I	3
HU 2325 Western Tradition II	3
PY 2301 Life Span Development	3
HY 2320 American Cultural Heritage <sup>3</sup>	3
<b>Information and Communication Literacy</b>	<b>12 hours</b>
EH 1301 English Composition I	3

EH 1302 English Composition II	3
Literature elective	3
BI 2318 Understanding Biblical Literature	3
<b>Mathematical and Scientific Literacy</b>	<b>11 hours</b>
<u>Mathematics</u>	
MH 1338 Finite Math	3
<u>Natural Science</u>	
BIO 1300 Perspectives in Biology	3
BIO 1100 Perspectives in Biology Lab	1
BIO 2393 Anatomy and Physiology	3
BIO 2193 Anatomy and Physiology Lab	1
<b>Professional Literacy .....</b>	<b>75 hours</b>
<u>Physical Education</u>	
PE 1317 Foundations of Health and Physical Education	3
PE 2301 Individual and Dual Sports	3
PE 2303 Team and Recreational Sports	3
PE 3303 Kinesiology	3
PE 3315 Advanced First Aid	3
PE 3331 Health Education	3
PE 3334 Motor Learning	3
PE 3360 Exercise Physiology	3
PE 4300 Sports Psychology	3
PE 4303 Organization and Administration of PE/Athletics	3
PE 4311 Prevention and Treatment of Athletic Injuries	3
<u>Education Certification</u>	
ED 2020 Introduction to Education	0
ED 2322 Foundations of Education	3
ED 2325 Technology in the Classroom	3
ED 3315 Fundamentals of Reading	3
ED 3340 The Exceptional Learner	3
ED 4320 Assessment in Education	3
ED 4329 Materials and Methods	3
ED 4348 Classroom Management	3
ED 4350 Seminar in Education	3
ED 4998 P-12 Internship in the School	9
PY 3380 Educational Psychology	3
<u>Teaching Field Requirements</u>	
PE 3333 Physical Education in the Elementary School	3
PE 4361 Physical Education for the Exceptional Child	3

**Total Hours Required for Graduation ..... 125**

\*The foreign language requirement may be satisfied by a CLEP or AP score sufficient to warrant college level credit total.

\*\*All incoming freshmen must complete FAF 1111. Students transferring more than 12 semester hours will take FAF 2111 in lieu of FAF 1111.

Note: 48 hours of upper level credits are required for graduation. Graduation requirements for Physical Education degree with teacher certification include successful completion of the Departmental Exit Exams for Physical Education and Education.

**FAULKNER UNIVERSITY**

**ONLINE**



Make the right Choice.  
[www.myfaulkner.org](http://www.myfaulkner.org)



# FAULKNER UNIVERSITY ONLINE

## FAULKNER UNIVERSITY ONLINE

Faulkner University Online (FAUO) supports fully online degrees, courses, and other resources. The University's online degrees currently include:

- Undergraduate
  - [Associate of Arts, Associate of Science in Liberal Arts](#) – Emphasize the importance and versatility of a liberal arts education. The degrees allow students to obtain a post-secondary credential while preparing them for entrance to the University's various bachelor degree programs. Acting Director: [David Stark](#)
  - [Associate of Science in Computer and Information Science](#) – Emphasizes the importance and versatility of a liberal arts education. The program provides a solid foundation in computer programming language and paradigms like object-oriented, visual, and database concepts. Director: [Idong Mkpung-Ruffin](#)
  - [Bachelor of Arts in Humanities](#) – Helps students explore what it means to be truly human. The degree includes courses in philosophy, literature, the arts, foreign languages, and the cultural heritage of the West. Director: [Jason Jewell](#)
  - [Bachelor of Science in Business](#) – Provides a versatile academic foundation in a range of business and management topics, as well as four different elective areas. The program surveys accounting, economics, and marketing while examining Christian values and ethics in business, as well as international culture to round out your business skills. Director: [Cody Nichols](#)
  - [Bachelor of Science in Counseling Psychology](#): Guides students through both psychology and counseling courses to help prepare them for careers in counseling, psychology, human services, and some areas of ministry. This degree is also a good choice for students who plan to pursue a graduate degree in counseling or marriage and family therapy. Director: [James Guy](#)
  - [Bachelor of Science in Criminal Justice](#) – A degree-completion program specifically designed for current professionals seeking to advance their careers. The program enhances field knowledge in various areas, including law

enforcement, corrections, and legal and private security. It also supports professional development through continued learning. Director: [Phillip Calvert](#)

- [Bachelor of Science in Forensic Psychology](#): Provides students with the core competence in psychology and is specifically designed for students who desire to work in areas of law enforcement, legal systems or with rehabilitation and correction of juvenile and adult offenders. The degree includes a selection of courses in criminal justice to provide students with knowledge in the area of forensics and criminal justice to apply to the core psychology learned in the program. Director: [James Guy](#)
- [Bachelor of Science in General/Clinical Psychology](#): Helps students explore a variety of interests in psychology as well as prepare those who are looking to pursue further graduate studies in psychology or research. The degree offers many elective options and includes courses to prepare students with a broad range of skills in psychology. Director: [James Guy](#)
- [Bachelor of Science in Health & Rehabilitation Psychology](#): Geared toward students interested in working in psychology areas of health and rehabilitation. It combines studies in areas of psychology with additional science requirements to give students a well-rounded knowledge of both the mind and body and how they work together. Director: [James Guy](#)
- [Bachelor of Science in Sports Psychology](#): Prepares students to be qualified professionals with professional sports franchises, gyms, athletic clubs, high school or college athletic programs, and fitness training centers. The degree can also become sports or lifestyle coaches, athletic directors, or exercise program coordinators. Director: [James Guy](#)
- Graduate
  - [Master of Arts in Biblical Studies](#) – Reflects the University’s efforts to study and communicate the knowledge of God’s Word and foster professionals with a deep understanding of Christian principles and ethics. The program provides strong preparation for effective church service and a solid foundation for additional training in biblical studies and practices. Director: [Randall Bailey](#)
  - [Master of Arts in Christian Counseling and Family Ministry](#) – Reflects the University’s efforts to study and communicate the knowledge of God’s Word and foster professionals with a deep understanding of Christian principles and ethics. Bridges traditional academia with practical experiences and explores various areas of counseling and mental health while integrating Christian principles. Director: [Steve Wages](#)
  - [Master of Arts in Christian Ministry](#) – Reflects the University’s efforts to study and communicate the knowledge of God’s Word and foster professionals with a

deep understanding of Christian principles and ethics. The program prepares students to fulfill their mission to serve Jesus Christ through their vocations.

Director: [Randall Bailey](#)

- [Master of Arts in Humanities](#) – Prepares great leaders and thinkers using the same core Christian principles and ethics in instruction and course structure as the University’s Honors College. The program helps students think critically, creatively, and analytically to understand the relationship of Christian thought to the themes of the Great Books and the Great Tradition. Director: [Jason Jewell](#)
- [Master of Business Administration](#) – Provides students with the knowledge and skills needed to advance in the business world. This innovative, executive program prepares students to make a difference at the executive level within for-profit and nonprofit organizations, or wherever they are called to serve. Director: [Ralph Ainsworth](#)
- [Master of Education in Elementary Education](#) – Earns the candidate a Traditional Class A certificate with required school field experiences. The degree blends professional courses with teaching field courses for a balanced curriculum and familiarizes students with the technology of learning, philosophy, and ethics as it applies to the elementary classroom. Director: [Leslie Cowell](#)
- [Master of Justice Administration](#) – Prepares students for career advancement within their chosen criminal justice field through the acquisition of new skills and superior knowledge. The program strengthens students in various areas related to justice administration. Director: [Robert Thetford](#)
- [Master of Science in Counseling](#) – Bridges traditional academia with practical experiences and explores various areas of counseling and mental health while integrating Christian principles to the profession. The program has been developed to meet the state and national regulatory criteria, leading to licensure and certification of professional counselors.<sup>5</sup> Director: [Heath Willingham](#)
- Post-graduate
  - [Doctor of Philosophy in Biblical Studies](#) – Prepares well trained, morally oriented, and ethically driven scholars for their chosen fields. The program provides students essential knowledge in key areas of biblical studies and prepares them for scholarly endeavors. Director: [Randall Bailey](#)
  - [Doctor of Philosophy in Humanities](#) – Provides an academic path to a career in Christian education and offers a challenging opportunity for students to expand their minds and experiences. Rooted in the Great Tradition of the Western World, the curriculum follows the Great Books to facilitate students’ intellectual and spiritual engagement. Director: [Jason Jewell](#)

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<sup>5</sup> Due to these regulations, about 15% of this program’s coursework must be completed in residence.

Even when offered online each degree program and course is housed within its respective academic unit. The FAUO homepage is at <https://www.faulkner.edu/online/>. For assistance with matters related to online classes, please contact the relevant degree program director or [onlinesuccess@faulkner.edu](mailto:onlinesuccess@faulkner.edu). Individuals who have an email address @faulkner.edu may obtain further information about FAUO courses and programs via the FAUO Intranet at <http://fauo.faulkner.edu/>.





# ACCOUNTING & FINANCE (ACF)

## **ACF 2310 Personal & Consumer Finance (EC 2310)**

Managing personal finances; inflation and recession, tax problems, insurance, annuities, credit, budgeting, financial planning, home ownership, bank accounts, investments, and social insurance programs. (Must be eligible to take MH 1338 Finite Mathematics or higher; BA 2305 Business Math recommended for those taking this course and majoring in a Business field.)

## **ACF 3302 Managerial Accounting**

The collection, interpretation, and use of accounting data in management decisions and business activities. Prerequisite: Grade of C or better in BA 2302 Principles of Accounting II.

## **ACF 3310 Intermediate Accounting I**

Advanced principles of accounting systems and the analysis of financial data. Prerequisite: Grade of C or better in BA 2302 Principles of Accounting II.

## **ACF 3311 Intermediate Accounting II**

A continuation of ACF 3310. Prerequisite: Grade of C or better in ACF 3310 Intermediate Accounting I.

## **ACF3315 Federal Taxation I**

Preparation of tax returns. Accounting for income tax purposes. Prerequisite: Grade of C or better in BA 2302 Principles of Accounting II.

## **ACF 3316 Federal Taxation II**

Specialized tax determinations of individuals, corporations, estates, and trusts. Additional emphasis on tax research and compliance. Prerequisite: Grade of C or better in ACF 3315 Federal Taxation I

## **ACF 3340 Accounting Information Systems**

An introduction to automated accounting systems requiring the application of skills attained in Principles of Accounting I and II. Specific emphasis on accounts receivable and payable, general ledger, and inventory control. Prerequisites: Grade of C or better in BA 2302 Principles of Accounting II; Grade of C or better in CA 1302 Computer Applications.

### **ACF 3360 Cost Accounting**

Accounting principles and methods applied to job order cost, process cost, and standard cost systems. An emphasis on cost and control. Prerequisite: Grade of C or better in BA 2302 Principles of Accounting II.

### **ACF 4300 Investments**

Theory, concepts, and principles of investment decisions. Portfolio construction and management; investment media; fundamental and technical analysis; tools of investment analysis. Prerequisites: MH 1338 Finite Mathematics or higher; BA 2305 Business Mathematics.

### **ACF 4310 Managerial Finance (EC 4310)**

A study of financial management including financial markets and intermediaries, corporate taxation, financial statements, budgeting and forecasting techniques, discounting methods and capital budgeting, valuation, cost of capital structure, and capital asset pricing. Prerequisites: BA 2301 Principles of Accounting I, BA 2302 Principles of Accounting II, BA 2303 Macroeconomics, BA 2305 Business Mathematics, BA 3340 Business Statistics, MH 1338 Finite Mathematics or higher.

### **ACF 4325 Managerial Economics (EC 4325)**

Decision theory and criteria for decision making concerning output, pricing, capital budgeting, scale of operation, investment, and inventory control. Attention is also given to concepts of profits, production, and cost functions. This course also emphasizes the quantitative and qualitative application of economic principles to business analysis. Prerequisites: Grades of C or better in BA 2303 Macroeconomics, BA 2304 Microeconomics, and MH 1338 Finite Mathematics or higher.

### **ACF 4330 Financial Markets and Institutions**

The student will acquire a working knowledge of major financial markets and institutions, e.g., banks, brokerage houses, mutual funds, commodities, exchanges, exchange traded funds (ETF's), and international monetary exchanges. Prerequisite: MH 1338 Finite Mathematics or higher.

### **ACF 4341 Advanced Accounting**

Advanced accounting theories and methods. Prerequisite: Grade of C or better in ACF 3311 Intermediate Accounting II.

**ACF 4350 Government/Not for Profit Accounting**

Principles of accounting practices and financial reporting for non-profit entities and governmental units. Prerequisite: Grade of C or better in ACF 3311 Intermediate Accounting II.

**ACF 4380 Auditing**

Principles and procedures in auditing. Professional standards and ethics. Audit report preparation. Practice cases. Prerequisite: Grade of C or better in ACF 3311 Intermediate Accounting II.

**ACF 4390 Internship in Accounting**

This course consists of a supervised internship designed to provide students the opportunity to gain practical experience in an accounting workplace. Prerequisites: ACF3311 Intermediate Accounting II, ACF3315 Federal Taxation I, ACF4380 Auditing, and approval of supervising instructor and Department Chair.



# ANTHROPOLOGY (ANTH)

Courses in Anthropology are offered in support of several majors and areas of concentration in Social and Behavioral Science.

## **ANTH 2301 Cultural Anthropology**

Basic anthropological concepts appropriate to holistic and comparative study of human societies. Emphasis is on understanding and appreciating cultural diversity. Offered every spring.

## **ANTH 3300 Anthropological Theories**

An advanced study of the major contributions to the foundations and theories of the discipline of Anthropology. Offered on demand.

## **Special Courses**

### **ANTH 2099/3099 Individualized Study**

The course is for introductory level focused study in anthropology. The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. ANTH 2099/3099 is open to sophomores only. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by Dean. Prerequisite: Instructor's consent; ANTH 1301. Offered on demand.



# ARCHAEOLOGY (ARCH)

Courses in Archaeology are offered in support of several majors and areas of concentration in Social and Behavioral Science and Bible.

**ARCH 4378 Archaeology Methods: Field Excavation Experience**

A preparation for Field Experience in Archaeology as part of the Interdisciplinary Biblical Archaeology Program. Prerequisites: ANTH 2301, ANTH 3300. Offered on demand.



# BUSINESS ADMINISTRATION (BA)

## **BA 1301 Business Principles and Concepts**

An introduction to the basic principles of American business and the free enterprise system.

## **BA 1341 Business Calculus**

A course designed specifically for the Business major including basic techniques of differential and integral calculus with applications in business. Prerequisite: Grade of C or better in MH 1340 Pre-Calculus Algebra or appropriate score on ACT math subsection, SAT math section or placement test.

## **BA 2301 Principles of Accounting I**

The structure of accounting. Beginning principles, theory, and practice for service and trading enterprises. Prerequisite: BA 2305 Business Mathematics.

## **BA 2302 Principles of Accounting II**

A continuation of Accounting I. A special emphasis on applications to corporations. Requires the preparation and interpretation of financial data. Prerequisite: Grade of C or better in BA 2301 Principles of Accounting I.

## **BA 2303 Macroeconomics**

Study of macroeconomics, economic growth and development, economic systems, unemployment and inflation, circular flow, fiscal instruments, money and banks, monetarism, demand and supply, protectionism, and international economic order. Must be eligible to take MH 1338 Finite Mathematics or higher.

## **BA 2304 Microeconomics**

Study of microeconomics with emphasis on consumer choice, market demand and elasticity, business firm choice, market structures, capital structures, antitrust, regulatory agencies, and international trade. Must be eligible to take MH 1338 Finite Mathematics or higher.

**BA 2305 Business Mathematics**

Mathematics for personal and business finance. Topics studied include interest, markup, depreciation, discounts, installment loans, and taxes. Must be eligible to take MH 1338 Finite Mathematics or higher.

**BA 2309 Introduction to Management**

An introduction to management principles, concepts, theory, and practice with focus on the management process.

**BA 2310 Introduction to Finance**

An introduction to financial markets and intermediaries, and capital budgeting tools and techniques.

**BA 2311 Introduction to Marketing**

An introduction to marketing principles, concepts, theory, and practice with an overview of the primary tools of marketing.

**BA 2312 Introduction to Professional Writing**

Survey of the fundamentals of business writing. Exposure to drafting essential documents (business letters, memoranda, etc.). Emphasis on basic grammatical principles, clarity and conciseness in writing, organizational skills, and paragraph structure.

**BA 2380 Business Law I**

An introduction to a general body of legal principles and concepts pertaining to business including contracts, sale of goods, consumer protection, bailment's, agency and employment, estate planning, and business organization and regulation.

**BA 2381 Business Law II**

A continuation of BA 2380 Business Law I. Prerequisite: BA 2380 Business Law I.

**BA 3300 Data Management (MIS 3300)**

"Hands-on" database concepts using micro-computers. Learn to enter, store, retrieve, and revise information like purchase orders, financial statements, salespersons' records, etc. Development of cross-reference skills by department or job or as the situation requires. Introduction to data relationships. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications.

**BA 3310 Business Communication** Professional writing concepts. Emphasis on style, organization and mechanics. Focus on a multitude of business communications concepts. Prerequisite: CA 1302 Computer Applications and minimum grade of “C” in EH 1302 English Composition.

**BA 3320 Business Spreadsheets (MIS 3320)**

Learn to access, analyze, and modify voluminous financial, accounting, and marketing data instantaneously and the use of multiple variables like income statements, balance sheets, sales reports and projects. Graphic presentation of existing and projected data in multi-dimensional formats. Overview of financial and statistical functions. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications.

**BA 3340 Business Statistics (EC 3340)**

Provides a statistical background through study and review of general statistical theories and techniques including probability, frequency distribution, sampling, hypothesis testing, correlation and regression. Prerequisite: BA 2305 Business Mathematics. Must be eligible to take MH 1338 Finite Mathematics or higher.

**BA 3350 Quantitative Business Analysis**

A study of quantitative tools and techniques used in business decision making with emphasis on decision theory and modeling including forecasting, linear programming, PERT/CPM, network models, and supply chain management to facilitate business problem solving.

**BA 3380 Legal Environment of Business I**

Structure and evolution of business law. Legal principles and social forces in government, business, and society. Overview of court system. Studies in contracts and torts.

**BA 3381 Legal Environment of Business II**

Studies in the Uniform Commercial Code: Overview of Article 2 (Sales) and Article 9 (Secured Transactions). BA 3380 Legal Environment of Business I recommended but not required.

**BA 4380 Business Policy and Strategy**

The formulation and application of policies and programs pertaining to the business enterprise. Focus on multiple functional areas with business. Prerequisites: ACF 4310 Managerial Finance, BA 2301 Principles of Accounting I, BA 2302 Principles of Accounting II, BA 2303 Macroeconomics, BA 2305 Business Mathematics, BA 3340 Business Statistics, MN 3300 Principles of Management, MKT 3310 Principles of Marketing, MH 1338 Finite Mathematics or higher.



## Special Courses

### **BA 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. BA 2099 is open to sophomores only; BA 3099 is open to juniors and seniors. Number of credit hours awarded (1-3) will be set by the department head and requires formal approval of the Associate Dean of the College of Business.



# EXECUTIVE BACHELOR OF BUSINESS ADMINISTRATION (BBA)

## Module 1

### **BBA 3301 Professional Business Writing**

Review of organizational communication models. Message design for information, persuasion, motivation, attention, clarity, conciseness, accuracy, sincerity, and vividness. Focus on understanding differences in perception and emotional reaction. Integration of specific topics. Involves rigorous writing.

### **BBA 3310 Legal Environment of Business**

Overview of structure and evolution of business law. Legal principles affecting social forces in government, business, and society. Survey of legal patterns in general business operations.

### **BBA 3121 Perspectives of Management and Organization**

The functions of management and the applications of management principles in organizations. Emphasis on planning, organization, implementation, and control. Study of strategic planning, portfolio strategy, group dynamics, motivation, leadership, ethics, and management practice.

### **BBA 3321 Survey of Management**

An analysis of management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## Module 2

### **BBA 3330 Survey of Accounting**

Overview of the structure of accounting. Beginning principles, theory, and practice for general business. Basic preparation and interpretation of financial data for executives.

### **BBA 3340 Survey of Economics**

A general review of economic concepts and systems. Emphasis on how economic forces impact the executive and modern day decision making.

### **BBA 3151 Perspectives of Marketing**

A general review of marketing processes for the executive. Emphasis on how knowledge of marketing research, consumer behavior, and product concepts can help business managers develop target markets.

### **BBA 3351 Survey of Marketing**

Emphasis on practical aspects of forecasting, market survey, and target market analysis. An analysis of marketing concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## **Module 3**

### **BBA 3360 Financial Management**

A survey of financial management including financial markets, intermediaries, financial statements, budgeting, valuation, cost of capital, and capital structure. Focus on their application in the general business environment.

### **BBA 3370 Christian Values and Ethics in Business**

An analytical review of corporate ethics addressed from the biblical standpoint. Focus on code of ethics, integration of “integrity” into corporate cultures, top management commitment to ethics, and civic involvement.

### **BBA 3181 Perspectives of Personnel and Human Resource Management**

Focus on human resource planning, job analysis, recruiting sources, selection devices, employee training, career development, performance appraisals, and compensation administration for managers.

### **BBA 3381 Survey of Human Resource Management**

Managerial emphasis on manpower planning and performance appraisal process. An analysis of human resource management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## **Module 4**

### **BBA 4300 Quantitative Business Analysis**

Broad overview of quantitative tools and techniques used in managerial decision making. Emphasis on optimum use of decision tools and their applications in the general business environment.

#### **BBA 4310 Information Systems for Management**

An overview of business information systems with focus on managerial decision making. Emphasis on managerial familiarity of modern information systems, terms, and applications.

#### **BBA 4131 Perspectives of Human Relations in Organizations**

The study of organizational development, structure and design along with group dynamics as related to development of executive leadership. Emphasis on problem solving, motivation, productivity, incentive systems, and stress management.

#### **BBA 4332 Survey of Organizational Behavior**

A review and analysis of issues pertaining to organizational behavior facing the executive. Includes the dynamics of change, corporate culture, and environment. Focus on leadership skill building through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

### **Module 5**

#### **BBA 4330 The Executive and the Family**

Overview of biblical concepts to broaden learning horizons that would be beneficial to strengthening family ties and relationships that contribute to professional development in today's complex business environment. Emphasis on Christian value systems in organizations.

#### **BBA 4340 Managerial Accounting**

A survey of the collection, interpretation, and use of accounting data in management decisions and business activities.

#### **BBA 4151 Perspectives of International Culture and Business**

A survey of trends in international business. Review of policies and forces that impact the role of the management executive in the global economy. Focus on multinational cultures.

#### **BBA 4351 Survey of International Business**

A review and analysis of international business issues through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## Module 6

### **BBA 4390 Readings in Management\***

Variable content in the management area. Survey and analysis of a multitude of leading articles in general business management. Emphasis on the development of the reading comprehension, critical thinking, and analytical/quantitative skills necessary to successful management.

### **BBA 4370 Small Business Management\***

A survey of the key functional areas of a small business. Focus on the entrepreneur's role and impact in the modern economy.

### **BBA 4181 Perspectives of Business Policy and Strategy**

The formulation and application of policies and programs pertaining to the business enterprise. Focus on multiple functional areas within business.

### **BBA 4381 Survey of Management Policy**

A broad analysis of various strategic management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

*\*These courses will be substituted with courses from the selected emphasis area if the student chooses to pursue an emphasis. The remaining two courses from the emphasis area will be offered immediately following Module 6.*

### **Emphasis Area: Business Management**

*Note: Not all emphases are offered at every start. Students are advised to check with their Admissions counselor regarding the emphases offered at a particular program start date.*

### **BBA 4370 Small Business Management**

A survey of the key functional areas of a small business. Focus on the entrepreneur's role and impact in the modern economy.

### **BBA 4390 Readings in Management**

Variable content in the management area. Survey and analysis of a multitude of leading articles in general business management. Emphasis on the development of the reading comprehension, critical thinking, and analytical/quantitative skills necessary to successful management.

### **BBA 4372 Non-Profit Management**

Management principles and practices specific to the non-profit sector. A best practices study of management techniques in non-profit industry and how those techniques differ from the for-profit industry.

### **BBA 4373 Leadership**

A study of the principles of leadership development. Students will learn techniques and practices for occupying leadership roles within an organization to include the effect of various leadership styles on organizational change, effectiveness and structure.

### **Emphasis Area: Logistics Management**

### **BBA 4375 Business and Government Logistics**

A study of the principles of logistics used in government and private enterprise. This course will focus on physical logistics systems to include handling, warehousing, inventory control, etc. A key focus of the course will be the use of information systems to assist in the decision making process.

### **BBA 4376 Supply Chain Management and Procurement**

Course will focus on the basics of purchasing systems processes including: strategic planning in purchasing, outsourcing versus in-sourcing, purchasing techniques, value and cost analysis, as well as inventory, transportation and distribution related activities. A study of the supply chain management process to include the study of tools and methods for effective operation of the supply chain.

### **BBA 4378 Project Management**

Application of project management principles and procedures through the use of Microsoft Project or other similar software. Course participants will learn appropriate techniques for monitoring projects to include project updates and allocation of resources. They will receive instruction on how to manage project scope and lifecycle.

### **BBA 4379 Contracts Management**

Contract management concept procedures. Students will be given general instruction on contracting regulation, guidelines and procedures. A major component of the course will be to provide students with the necessary tools to compete for and/or issue contracts on behalf of their organization. Information to be covered will include cost and price analysis and cost estimating.

### **Emphasis Area: Website Perspectives for Management**

### **BBA 4385 Database Management**

Structure and design of database concepts. Learn to enter, store, retrieve and revise information like purchase orders, financial statements, salespersons' records, etc. Development of cross-reference skills by department or job as the situation requires. Introduction to data relationships.

### **BBA 4382 Website Design and Architecture**

Planning and creating web sites, navigation techniques, hyperlinks, multimedia and themes, bookmarks and forms, and search engines. Use of Dreamweaver software.

### **BBA 4383 HTML Programming**

An overview of HTML with emphasis on creating web documents using HTML. Emphasis on web design. Prerequisite: Prior Programming Course in any one of the following – BASIC, Visual BASIC, JAVA, COBOL, C++/Visual C, etc.

### **BBA 4384 Website Management**

Primary emphasis on the managerial aspects of web sites including organizational issues and concerns, as well as security issues and threats.

### **Emphasis Area: Health Administration**

#### **BBA 4386 Survey of Health Administration**

This course is intended to survey health organizations from both service and financial perspectives. Management topics in context of the healthcare industry will be discussed. Organizational design, healthcare leadership and the future of healthcare are components of this course.

#### **BBA 4387 Healthcare Economics and Public Policy**

This course is designed to provide an overview of current economic issues and trends in the healthcare industry, as well as techniques that will assist in dealing with such effectively. Public, socio-economic, and business issues pertaining to healthcare will be discussed.

#### **BBA 4388 Managed Care, Policies and Implications**

This course is intended to provide students an understanding of the managed care systems and their impact on the delivery and practice of healthcare. Potential benefits, inherent limitations, along with the legal, social, and ethical implications of managed care as a healthcare delivery system will be discussed.

#### **BBA 4389 Medical Office Supervision, Coding and Billing**

This course will introduce the student to the managerial functions and tasks associated with a medical office with specific focus on medical coding and billing. Topics of discussion include supervisory concepts pertinent to healthcare settings. Medical documentation for insurance and agency reimbursement and financial records management are components of this course.



# BACHELOR OF CRIMINAL JUSTICE (BCJ)

## **BCJ 2331 Criminal Law**

Criminal law is a study of the historical and philosophical concepts of law including the purpose and functions of criminal laws and statutes as a means of social control in the preservation of life and property. In this course a student will study the elements of various offenses including offenses against the person, offenses against property, and common defenses against criminal acts; and will learn the differences between misdemeanor and felony charges. The student will also receive initial exposure to the punishment prescribed for the various offenses. This course is offered online only during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

## **BCJ 3301 Criminology**

This course is a study of law and crime, the nature and causation of crime, and the various theories and research studies regarding criminality. Criminology explores the foundations of law and crime as it applies to society in both a historical context and in current times. This course examines the theories and studies including: the Classical School, the Biological Theories, the Psychological/ Psychiatric Theories, the Social Structure Approaches, the Social Process Theories, and the Social Conflict Theories. This course is offered online only during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

## **BCJ 3302 Community Relations**

A study of the numerous and complex factors involved in the area of human relations as it impacts CJ agencies and their stakeholders. Community Relations examines the CJ system's interdependency in administering justice, the impact of government on the criminal justice system and agencies, and studies the impact that public relations and public image have for criminal justice agencies. Community Relations examines the impact that public perception, trust and confidence play in the ability of the system to serve the public. This course is offered



online only as an elective course during the summer. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3304 Juvenile Justice**

This course provides a study of the Juvenile Justice system. Students will examine characteristics of juvenile offenders, juvenile court procedures, prevention and diversion programs, and theories of causation. Other topics to be covered include the history of juvenile justice, child abuse, violent youths and gangs, and Alabama state law as it relates to juveniles. This course is offered online only during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3305 Constitutional Law**

Examination of Constitutional provisions, their development through court interpretation, and their application to the legal system. Includes specific analysis of the First, Fourth, Fifth, Sixth, and Eighth Amendments. Also includes an analysis of various ethical considerations associated with constitutional issues. This course is offered in the classroom at the selected locations and online during the summer semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3306 Private Security**

This course is an overview of the history and development of the growing private security field. Special emphasis is placed on the work of Alan Pinkerton, and others, in the early days of the development of the private security field. Current liability issues related to the provision of private security services are explored. Methods of disaster preparedness and emergency preparedness planning are explored. Attention is also given to basic fraud detection techniques, including how to conduct a fraud vulnerability assessment and fraud risk analysis. A significant focus of this course is on the role of private security in crime prevention. This course is offered online only during the summer semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3308 Terrorism**

This course examines the history and philosophy of terrorism, particularly reviewing the beliefs and activities of terrorist groups that have influenced the course of world events. Concentration is given to the study of contemporary terrorist activities, both at home and abroad, and students are exposed to traditional and unique approaches employed worldwide to combat terrorist organizations and methodologies. This course is offered online only during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3309 First Line Supervision**

This course is designed to provide the student with a study of management concepts, theories, and practices commonly experienced by first line criminal justice supervisors. At the end of the course the student will be familiar with supervision topics such as leadership basics, leadership ethics, goal setting, time management, motivation, communication, problem solving, decision making, stress management, practical negotiation, supervisory liability, meetings, networking, and future trends. This course is offered online only during the summer semester.

Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3310 Corrections in America**

This course is designed to familiarize the student with the early history of correctional thought and practice, the history of corrections in America, and the law of corrections. This course will also familiarize the student with current and future trends of corrections in America to include alternative sentencing such as probation, parole, house arrest, and drug treatment. This course is offered online only during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3311 CJ Professional and the Family**

This course is designed to provide the student with various resources, principles, and concepts that will help prepare, govern, and enhance the student's present and future marital and/or family relationships. The course will study current researched models for successful marriages and combine biblical principles to offer a practical, spiritual model for family life. Finally, the course will provide the student with the meaning and purpose of marriage and family according to the Bible. This course is offered online only as an elective course during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3312 CJ and the Worldwide Web (WWW)**

This course is an overview of criminal justice topics and issues currently accessible on the Internet. Techniques are developed for locating information regarding sex offenders, tracing emails, using the SSDI (Social Security Death Index) to detect misuse of Social Security numbers of deceased people, locating and using forms related to suspicious banking transactions (SAR, suspicious activity reports). In-class exercises allow each student to gain hands-on experience in the use of various search engines. Attention is given to matters related to meta-tags, copyright matters, and criminal activity that occur over the Internet. This course

is offered online only during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3313 Crime and Cultural Diversity**

An examination of the native and immigrant cultures residing within the boundaries of the United States, and a study of how those cultures interact with the Criminal Justice System. Students review theories of minority criminality and race relations in the United States. This course is offered online only during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 3324 Crisis Management**

This course provides the student with an introduction to counseling theory and practice by examining counseling methods and strategies to confront contemporary issues. This course will offer a biblical perspective, which is viewed as the basis from which to work in the encounter of a crisis throughout the healing process of a crisis. This course is designed to help prepare the CJ student with selected crises commonly found in field experience of the criminal justice practitioner. This course is offered online only during the summer semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4301 Criminalistics**

This course presents a survey of the different methods of scientific investigative techniques including fingerprinting, photography, casting, ballistic procedures, evidence collection, chain of custody, and utilization of crime laboratories. In addition students may participate in a crime scene search and discover the interdependent nature of the investigator and lab technician. This course is offered in the classroom at selected locations and online during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4302 Courts and Courtroom Procedure**

Court and Courtroom Procedures is a study of the American justice system in the administration of law and crime. This course provides students with an overview of the court systems at the state and federal level, an in-depth look at the duties and responsibilities of the key courtroom players and courtroom work groups in the administration of justice, and an overview of evidentiary matters and the impact that the interdependence of the CJ system on the judiciary. This course is offered online only during the summer semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4303 Interview and Interrogation**

This course is designed to familiarize students with basic communications concepts as well as basic concepts, processes, techniques, and legal aspects of interview and interrogation used in the field of criminal justice. The course will address the differences and similarities between interview and interrogation; different types, uses and processes of interviews; various forms of verbal and nonverbal communication; specialized types of interviews, such as probing, selection, counseling, and persuasive. This course is offered in the classroom at selected locations and online during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4304 Ethics and the Criminal Justice System**

This course examines dilemmas and decisions in the criminal justice system focusing on typical problems encountered in law enforcement, corrections, and the courts. Attention is given to due process, fundamental fairness and various ethical guidelines used in the criminal justice system. The use of force by law enforcement and the Dirty Harry problem are evaluated. Theories of punishment are also considered. Avenues of police corruption are also explored. This course is offered online only during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4305 Special Issues in Criminal Justice**

Special Issues is a study of significant current topics, problems, and issues facing the criminal justice system. This course also examines the current crises in criminal justice and the various proposed solutions to those crises. This course is offered in the classroom at selected locations and online during the summer semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4306 Criminal Behavior Analysis**

This course presents an introduction to the current methods and techniques used by law enforcement agencies in criminal profiling. Theoretical concepts drawn from criminology, sociology, and psychology are discussed with application to the criminal violations of sexual murder, rape, child victimization, and selected nuisance offenses of an interpersonal nature. Students will be familiar with basic terminology and descriptive terms associated with interpersonal crimes and related forensic study. This course is offered in the classroom at selected locations and online during the spring semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.

### **BCJ 4307 Research Methods for Criminal Justice**

This course provides an introduction to the basic concepts of social science research and statistical methods typically used in the field of Criminal Justice. This course will explain the

data gathering process, sampling procedures, and various statistical tests routinely performed on criminal justice data. The student will be prepared to evaluate reports and journal articles and to recognize emerging theories in the criminal justice field. This course is offered in the classroom at selected locations and online during the fall semester. Prerequisites: Currently enrolled in the BCJ program or have the permission of the CJ/LS Department Chair.



# BIBLE (BI)

## **BI 2309 Orientation to Biblical Studies**

An introduction to the Biblical Studies program and its various fields, to ministry uses of the major in Biblical Studies, and to tools and facilities for research in the field. Required of all Biblical Studies majors in the sophomore year.

## **BI 4311 Christian Cultural Heritage**

An exploration of Christian Cultural Heritage as it relates to the student's major field of study. Required of all graduating students in their senior year except students majoring in Biblical Studies.

## **BI 4391 Biblical Studies and Christian Ministry**

A senior-level seminar focusing on synthesizing knowledge and skills in Biblical Studies with respect to issues in ministry.

## **Textual Field**

### *Old Testament*

## **BI 1391 Introduction to the Books of the Old Testament**

An overview of each book in the Old Testament, studying the following for each book: author-ship, date, purpose, brief outline, expanded outline, how the book fits into the overall scheme of redemption, and its usage in the New Testament. Adult/Executive Program students only.

## **BI 2302 The Pentateuch**

A study of the first five books of the Old Testament in the light of their time.

## **BI 2303 The Conquest Through the Divided Kingdom**

History of the Hebrew nation from the time of Joshua through the period of the kings: their conflicts, struggles, periods of faithfulness and unfaithfulness, strengths, and weaknesses.

### **BI 2307 Survey of the Old Testament**

A survey of the Old Testament designed to give the adult/ executive an overview of this section of the Scriptures. Adult/Executive Program students only.

### **BI 3336 The Minor Prophets**

The books of the twelve minor prophets in their historical contexts with emphasis on the contents of each prophetic book.

### **BI 3339 Ezra, Nehemiah, Esther**

An exegetical interpretation of Ezra, Nehemiah, and Esther in their historical context.

### **BI 3375 Survey of the Women of the Old Testament (Women only)**

A brief historical study of the Old Testament. Selected passages related to women are given special attention in order to teach the message of the Old Testament for women then and now.

### **BI 3301 Elementary Biblical Hebrew I**

A study of elementary Biblical Hebrew with special attention to grammar, syntax, and vocabulary. Reading of simple prose sections of the Hebrew Bible.

### **BI 3302 Elementary Biblical Hebrew II**

A continuation of BI 3301. Prerequisite: BI 3301.

### **BI 4315 The Devotional and Wisdom Literature of the Old Testament**

Salient characteristics of the devotional and wisdom literature of the Old Testament; major themes of Job, Proverbs, Ecclesiastes, and the Song of Solomon; special attention to selected passages.

### **BI 4320 Critical Introduction to the Old Testament**

A study of the canonicity, authorship, date, purpose, and setting of each book of the Old Testament. Critical problems will be addressed.

### **BI 4322 Isaiah**

A study of the book of Isaiah with emphasis on its author, historical setting, unity, and message to its eighth century B.C. readers, giving special attention to its Messianic prophecies.

### **BI 4323 Jeremiah and Lamentations**

A study of the books of Jeremiah and Lamentations in their historical settings with emphasis on their content and on the role of the prophet in the tumultuous years preceding and during the overthrow of Judah by Babylon.

### **BI 4324 Ezekiel and Daniel**

A study of the books of Ezekiel and Daniel in their historical settings with emphasis on the content and teachings of each book.

### **BI 4344 Selected Readings from the Hebrew Old Testament**

Selected readings in the Hebrew Bible with special attention to syntax and vocabulary building. Prerequisites: BI 3301 and BI 3302.

### **BI 4346 Biblical Aramaic**

A study of elementary Biblical Aramaic with specific attention to grammar, syntax, and vocabulary building. An introduction to the syntax of the language followed by reading of the Aramaic portion of the Hebrew Bible (Genesis 31:47; Jeremiah 10:11; Ezra 4:8-6:18; 7:12-26; Daniel 2:4b- 7:28). Prerequisites: BI 3301, BI 3302, and BI 4344.

## *New Testament*

### **BI 1311 The Life of Christ**

Based upon Matthew, Mark, Luke, and John, the life of Christ studied with special consideration to His life being exemplary, His teachings normative, and His atonement for sin and subsequent resurrection the chief end of His first coming.

### **BI 1314 The Book of Acts**

The establishment of the church and its emergence and growth in the Greco-Roman world of the first century A.D.

### **BI 1301 Elementary New Testament Greek I**

Elements of New Testament Greek with emphasis on grammar, syntax, and vocabulary.

### **BI 1302 Elementary New Testament Greek II**

A continuation of BI 1301. Prerequisite: BI 1301.

### **BI 2305 Selected Readings from the Greek New Testament I**



Readings of the less difficult sections of the Greek New Testament. Prerequisites: BI 1301 and BI 1302.

### **BI 2306 Selected Readings from the Greek New Testament II**

Readings of more difficult sections of the Greek New Testament. Special attention is given to advanced grammar, syntax, and vocabulary. Prerequisites: BI 1301, BI 1302, and BI 2305.

### **BI 2308 Survey of the New Testament**

A survey of the New Testament designed to give the adult/ executive an overview of this section of the Scriptures. Adult/Executive program students only.

### **BI 2391 Introduction to the Books of the New Testament**

An overview of each book in the New Testament, studying the following for each book: authorship, date, purpose, brief outline, expanded outline, and how the book fits into the overall scheme of redemption. Adult/Executive Program students only.

### **BI 3326 I and II Corinthians**

The founding of the church in Corinth will be studied, and also an exposition of the Corinthian letters in light of their historical context.

### **BI 3327 Prison Epistles**

Ephesians, Colossians, Philippians, and Philemon will be studied in light of their authorship, audience, purpose, and date with special attention to their texts in their historical setting and their significance for today.

### **BI 3328 In the Steps of the Apostles**

A study of selected biblical texts related to biblical geography, history, culture, and archaeology in Greece, Turkey, and Israel. Class lectures and assigned readings are combined with travel to related biblical sites, museums, and excavation sites. This course is offered only in Faulkner's Study Abroad program.

### **BI 3334 The General and Johannine Epistles**

A study of the epistles of James, Jude, and the Johannine letters in their historical context.

### **BI 3338 The Gospel of Matthew**

A study of the book of Matthew with an emphasis on its Jewish background.

### **BI 3340 The Gospel of John**

A study of the book of John with an emphasis on the major Johannine themes and symbols.

**BI 3349 Galatians, I & II Thessalonians**

A study of the epistles of Galatians and I & II Thessalonians in their historical context.

**BI 3350 I & II Timothy, Titus**

A study of the epistles of I & II Timothy and Titus with emphasis on the work of the evangelist and the qualifications and work of elders and deacons.

**BI 3385 The Survey of Women of the New Testament (Women Only)**

A brief survey of the New Testament. Selected passages related to women give special attention to teaching the message of the New Testament for women then and now.

**BI 4321 Critical Introduction to the New Testament**

A study of the canonicity, authorship, date, purpose, and setting of each book of the New Testament. Critical problems will be addressed.

**BI 4326 The Epistle to the Romans**

A study of the epistle of Romans in its historical context and its present day application.

**BI 4329 The Epistle to the Hebrews**

A study of the epistle of Hebrews in its historical context and its present day application.

**BI 4335 Exposition of the Book of Revelation**

A study of the book of Revelation in its historical context and its present day application.

**Doctrinal Field**

**BI 1312 The Case for Christianity I**

Historical evidences, as well as other evidences, establishing the validity of Christianity will be studied. Adult/Executive Program students only.

**BI 1313 The Case for Christianity II**

A continuation of BI 1312. Adult/Executive Program students only.

**BI 2315 Christianity and Humanism**

A comparative study of the worldviews of Christianity and humanism with their implications for Christian faith and practice.

### **BI 2319/4319 Christian Ethics**

Ethical conduct in the light of Bible teaching will be studied. Some of the more relevant ethical issues of our day will be studied from a biblical perspective: abortion, euthanasia, war, genetic engineering with all of its facets, and similar matters. BI 2319 for Adult/Executive program students only. BI 4319 for upper division credit and requires additional work.

### **BI 2321 Scheme of Redemption**

A general survey of God's plan for the redemption of mankind. Special attention will be given to the gradual unfolding of God's plan from all eternity throughout the history of man. The connective story of the Bible will be emphasized.

### **BI 3315 Religious Cults**

A study of the origins and doctrines of the primary religious cults of our day.

### **BI 3316 Contemporary Religious Thought**

A study of doctrines and movements characteristic of contemporary evangelical Christianity.

### **BI 3317 Great Doctrines of the Bible**

The doctrines of God, Christ, the Holy Spirit, inspiration, sin, salvation, and the Church.

### **BI 3319 Biblical Interpretation**

A study of the principles of Bible interpretation and techniques and methods of Bible study, with strong emphasis being given on how to establish Biblical authority. Required of all Biblical Studies majors.

### **BI 3323 Contemporary Issues in the Church**

A study of current issues facing the church.

### **BI 3390 The Inspiration and Authority of the Bible**

A consideration of the characteristics of the Bible, which demonstrate it to be the inspired, inerrant and authoritative Word of God, and an examination of how readers should receive it authoritatively.

### **BI 4330 The Biblical Doctrine of the Church**

A study of biblical teachings regarding the church with special emphasis on the nature, organization, and worship of the church.

**BI 4336 Christian Evidences**

Evidences for the validity of the Christian faith as expressed in the Bible, in related materials, and in the experience of men.

**BI 4337 Biblical Doctrines of Last Things**

The end-time of all things according to the teachings of the Bible concerning the second coming of Christ, the intermediate state of the dead, the resurrection of the dead, the final judgment, eternal punishment, and heaven.

**BI 4378 Archaeology and the Bible**

A study of archaeology as it relates to the history and the interpretation of the Bible.

**Historical Field****BI 3321 The Early Church to the Reformation**

A study of Church history from New Testament times to the Reformation with special attention given to the Ante Nicene period.

**BI 3322 Church History from the 16th to the Present**

A brief study of the backgrounds, the beliefs, and growth of churches from the sixteenth century to the present.

**BI 3325 Survey of Church History**

An overview of Church history from A.D. 100 to the present.

**BI 4310 The Restoration Movement in America**

The Restoration principle; non-American backgrounds; the work of those in the movement from the nineteenth century to the present.

**BI 4325 The History of American Christianity**

A study of American Christianity in the context of history and culture from the Puritans to the present, emphasizing Protestantism, Catholicism, sectarian movements, Black Christianity and new religious movements.

**Practical Field**

*The Church*

### **BI 1303 Introduction to the Use of Computers in Ministry**

Introduction to computer software and hardware for ministers and churches. This includes an introduction to system software and popular horizontal application software packages such as word processing, spreadsheets, and database management systems.

### **BI 2331 Local Church Leadership**

Principles and their application for effective leadership in the local congregational setting will be studied. The role of elders, deacons, evangelists, Bible school teachers, and others will be examined.

### **BI 3335 Worship of the Local Church**

In-depth study of congregational worship with emphasis on practical ways of improving the worship of the local church.

### **BI 3347 Educational Program of the Local Church**

Comprehensive study of religious education of the local church, designing and maintaining educational programs.

### **BI 3348 The Local Church Program**

Various phases and programs related to planning and implementing a workable program of work within the local congregation will be studied. Visitation, youth, evangelism, every-member involvement, gospel meetings, and giving are some of the programs studied.

### **BI 4306 Teaching the Bible to Children (Women only)**

Methods and materials for teaching the Bible to children.

### **BI 4332 Church Work Practicum**

For students working with churches under supervision and by permission of the Chair of the Bible Department. May include youth ministry, preaching, or mission work.

### *Preaching*

### **BI 2322 The Preacher and His Work**

An overview of the work of the preacher, his personal family life, personal study, preaching, and visiting.

### **BI 3342 Preparing and Delivering Bible Lessons**

Techniques of sermon preparation and delivery. Preparing and delivering sermons under supervision.

### **BI 3356 Expository Preaching**

A study of the expository method and issues of interpretation that lead to responsible homiletical practice. Laboratory experience in using the expository method with a variety of biblical texts. Prerequisite: BI 3342.

### **BI 4342 Advanced Preaching**

An in-depth exploration of sermon types, designs, and techniques and an evaluation of sermons of past and contemporary preachers. Students will preach sermons that incorporate a variety of styles and biblical texts. Prerequisite: BI 3342.

## *Missions*

### **BI 3303 World Religions**

A survey of the history and basic teachings of the major world religions and related movements. It is designed to provide a working knowledge of the world views of Hinduism, Judaism, Buddhism, Confucianism, and Islam to assist in the cross-cultural communication of the Gospel message.

### **BI 3304 History of Missions**

The history of Christian missions from the first century to the present with special emphasis on the missionaries and the methods and strategies that Christian mission efforts have utilized historically. It is designed to introduce students to significant missionaries and mission concepts as they appear in missions' history.

### **BI 3320 Vocational Christian Ministry**

A study of vocational ministry and "tentmaking" including an exploration of biblical perspectives, spiritual and vocational readiness, cross-cultural ministry, and problems of deployment to a field of work. This course is the keystone course in the vocational ministry second major.

### **BI 3345 Introduction to World Missions**

Survey of the entire scope of missionary work with special attention to missionary work of members of the churches of Christ. Required in all biblical studies majors.

### **BI 3360 Church Growth Principles**

This course will focus on the importance of improving church growth both numerically and spiritually. Emphasis will be placed on understanding church growth principles from a biblical perspective and applying them in order to plant, nurture and sustain numerical and spiritual growth within churches.

### **BI 3361 Prison Ministry**

A study of principles and practices for the establishment and maintenance of a successful jail and/or prison ministry with attention to local church involvement and to volunteer experience in a specific ministry.

### **BI 3370 Practical Evangelism and Missions**

Concentrated study of preparation and implementation of evangelistic efforts both domestic and foreign. Attention will be given to effective methods of evangelism for local churches and missionaries within both the urban inner city and rural contexts.

### **BI 4301 Missionary Anthropology**

An introduction to cultural anthropology and cross-cultural communication issues for those contemplating cross-cultural mission work whether on foreign fields or in diverse urban areas. It is designed to provide cross-cultural tools and principals for cross-cultural ministries.

## *Counseling*

### **BI 2310 Marriage and Family**

A study of the preparation for marriage, how to build and maintain a successful marriage, and how to be successful as a parent. Adult/Executive Program students only.

### **BI 2320 Introduction to Counseling Theories**

An overview of the field of counseling that emphasizes theories and philosophies underlying current practices in field of counseling. Designed for elders, ministers, teachers, supervisors, church and social workers, as well as those entering the counseling fields. Prerequisite: PY 1310

### **BI 3311 Marriage and Family Relations**

A study of mate selection, how to have a successful marriage, and principles of child rearing, taught from the Biblical perspective. Major sociological trends and problems that impact marriage and family relations in western society will also be observed.

### **BI 3324 Advanced Counseling Skills**

A study of the techniques of counseling with an emphasis in gathering, analyzing, and interpreting case data. Includes an analysis of the dynamics of the counselor/counselee relationship. Special attention is given to helping each student develop personal counseling theories and techniques. Prerequisite: BI 2320

### **BI 3351 Coping with Loss and Grief**

A study of various situations of loss, the stages of the grief process, the coping response, and avenues of assistance and care.



# BIOLOGY (BIO)

## **BIO 1300 Perspectives of Biology**

Concepts of biology are discussed with emphasis on basic knowledge as applied to everyday life. Content covers a full spectrum of biological subjects. Specifically intended to satisfy core natural science requirement. Does not meet the requirements for biology majors.

Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing will not be allowed to take this class. Offered every semester.

## **BIO 1100 Perspectives of Biology Lab**

Lab complementary to BIO 1300. Taken concurrently or after taking BIO 1300. Does not meet the requirements for biology majors. Prerequisites: see BIO 1300. Offered every semester.

## **BIO 1301 Principles of Biology I**

Fundamental concepts of biology are covered including life chemistry, cell structure and function, organization of life form, basic genetics, and mutation. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing and/or Basic Math will not be allowed to take this class. Lab required. Offered every fall semester.

## **BIO 1101 Principles of Biology I Lab**

Lab complementary to BIO 1301. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 1301. Offered every fall semester.

## **BIO 1302 Principles of Biology II**

Fundamental concepts of biology are covered including creation and evolutionary theory, biological diversity and classification, plant and animal morphology, physiology and behavior, and basic principles of ecology. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing and/or Basic Math will not be allowed to take this class.

Helpful: BIO 1301/1101. Lab required. Offered every spring semester.



### **BIO 1102 Principles of Biology II Lab**

Lab complementary to BIO 1302. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 1302. Offered every spring semester.

### **BIO 2320 Man and His Environment**

An introduction to the basic principles of ecology, greenness, and Environmental Science are presented along with how the activities of man disrupt the normal interactions between components of the environment. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing will not be allowed to take this class. Helpful: BIO 1300/1100, BIO 1302/1102. Offered every fall semester.

### **BIO 2120 Man and His Environment Lab**

Lab complementary to BIO 2320. Taken concurrently or with consent of instructor. Students who require or who are attending fundamentals classes will not be allowed to take this class. Offered every fall semester.

### **BIO 2340 Medical Terminology**

The basis for structuring biomedical terminology is presented with applicable definitions and practice in the use of the vocabulary. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing will not be allowed to take this class. Helpful: BIO 1302/1102. Offered every spring semester.

### **BIO 2306 Botany**

General concepts of Plant Science are covered including basic anatomy and physiology, plant classification, and plant community ecology. Prerequisites: BIO 1301/1101 and BIO 1302/1102; Helpful: BIO 2320. Lab required. Offered even fall semesters.

### **BIO 2106 Botany Lab**

Lab complementary to BIO 2306. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 2306. Offered even fall semesters.

### **BIO 2352 Introduction to Microbiology**

An introduction to the study of microorganisms is provided with special emphasis on their relation to human health and welfare. Special topics such as morphology, taxonomy, characteristics and biochemical activities of microorganisms will also be introduced.

Prerequisites: BIO 1300/1100 or 1301/1101. Lab required. Offered odd spring semesters.

### **BIO 2152 Introduction to Microbiology Lab**

Lab complementary to BIO 2352. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 2352. Offered odd spring semesters.

### **BIO 2393 Concepts of Anatomy and Physiology I**

A study of mammalian anatomy and physiology is presented emphasizing systems and functions; in particular, the muscular, skeletal, nervous, and endocrine systems. Prerequisites: BIO 1300/1100, BIO 1301/1101, or BIO 1302/1102. Lab required. Offered every fall semester.

### **BIO 2193 Concepts of Anatomy and Physiology I Lab**

Lab complementary to BIO 2393. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 2393. Offered every fall semester.

### **BIO 2394 Concepts of Anatomy and Physiology II**

Continuation of BIO 2393/2193. A study of mammalian anatomy and physiology is presented emphasizing systems and functions; in particular, the circulatory, lymphatic, respiratory, urinary, digestive, and reproductive systems. Prerequisites: BIO 2393/2193. Lab required. Offered every spring semester.

### **BIO 2194 Concepts of Anatomy and Physiology II Lab**

Lab complementary to BIO 2394. Taken concurrently or with consent of instructor.

Prerequisites: see BIO 2394. Offered every spring semester.

### **BIO 3300 Health Nutrition**

Study of the scientific basis and guidelines for proper nutrition is presented. Prerequisites: Students enrolled in Fundamentals of Reading and Writing and/or Basic Math will not be allowed to take this class. BIO 1300/1100, BIO 1301/1101, or BIO 1302/1102. Helpful: BIO 2393/2193 or BIO 3393/3193 and BIO 2394/2194 or BIO 2394/2194 or BIO 3394/3194. Offered even spring semesters.

### **BIO 3325 Field Biology**

Field techniques for identifying and observing wild flora and fauna are covered with emphasis on Alabama ecosystems. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Helpful: BIO 2320, BIO 2306/2106 and BIO 3362/3162. Offered even spring semesters.

### **BIO 3351 Genetics**

Principles of heredity are presented including nuclear and extra-nuclear inheritance, mutation, population genetics, and genetic engineering. Prerequisites: BIO 1301/1101, MH 2340. Helpful: BIO 1302/1102. Lab required. Offered every fall semester.

### **BIO 3151 Genetics Lab**

Lab complementary to BIO 3351. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3351. Offered every fall semester.

### **BIO 3303 Invertebrate Zoology**

A study of the phyla of the animal kingdom that have no backbones is presented including the structure, physiology, development and ecological and symbiotic relationships of representative species. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Lab required. Offered odd fall semesters.

### **BIO 3303 Invertebrate Zoology Lab**

Lab complementary to BIO 3303. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3303. Offered odd fall semesters.

### **BIO 3304 Vertebrate Zoology**

A study of animals in the Chordate Phylum is presented, including the anatomy, physiology, development and ecological and symbiotic relationships of representative species. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Lab required. Offered even fall semesters.

### **BIO 3104 Vertebrate Zoology Lab**

Lab complementary to BIO 3304. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3304. Offered even fall semesters.

### **BIO 3312 Cell Biology**

Structures and functions of the cell are covered including specialized structures, enzyme activities, and the cytoskeleton. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Lab required. Offered even spring semesters.

### **BIO 3112 Cell Biology Lab**

Lab complementary to BIO 3312. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3312. Offered even spring semesters.

### **BIO 3353 Microbiology**

The morphology, taxonomy, characteristics, and biochemical activities of microorganisms are presented in the context of human ecology. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Helpful: BIO 3312/3112 and CHM 1312/1112. Lab required. Offered odd spring semesters.

### **BIO 3153 Microbiology Lab**

Lab complementary to BIO 3353. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3353. Offered odd spring semesters.

### **BIO 3357 Plant Anatomy and Physiology**

The study of the structure, development, and functions of plant tissues and organs is presented emphasizing both nonvascular and vascular plants. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Helpful: BIO 2320 and BIO 2306/2106. Lab required Offered odd fall semesters.

### **BIO 3157 Plant Anatomy and Physiology Lab**

Lab complementary to BIO 3357. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3357. Offered odd fall semesters.

### **BIO 3362 Ecology**

An introduction to the principles of ecology is presented along with how the activities of man disrupt the normal interactions between components of the environment. Prerequisites: BIO 1302/1102. Lab required. Offered odd spring semesters.

### **BIO 3162 Ecology Lab**

Lab complementary to BIO 3362. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3362. Offered odd spring semesters.

### **BIO 3393 Vertebrate Anatomy and Physiology I**

Study of mammalian anatomy and physiology is presented emphasizing systems and functions with special emphasis on the human body, especially the muscular, skeletal, nervous, and endocrine systems. Prerequisites: BIO 1301/1101 and BIO 1302/1102. Helpful: BIO 3304/3104. Lab required. Offered every fall semester.

### **BIO 3193 Vertebrate Anatomy and Physiology I Lab**

Lab complementary to BIO 3393. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3393. Offered every fall semester.

### **BIO 3394 Vertebrate Anatomy and Physiology II**

(Continuation of BIO 3393/3193 and 3393H/3193H). Study of mammalian anatomy and physiology is presented emphasizing systems and functions with special emphasis on the human body, especially the circulatory, lymphatic, respiratory, urinary, digestive, and reproductive systems Prerequisites: BIO 3393/3193. Helpful: BIO 3304/3104. Lab required. Offered every spring semester.

### **BIO 3194 Vertebrate Anatomy and Physiology II Lab**

Lab complementary to BIO 3394. Taken concurrently or with consent of instructor. Prerequisites: see BIO 3394. Offered every spring semester.

### **BIO 4360 Biology Internship**

This course offers the student a supervised work experience in a biological field at an appropriate local facility involved with biological research and/or technology. The student will earn credit for learning appropriate skills and for carefully reporting their experiences in written and oral forms. Prerequisites: Must be a biology major with a minimum of twelve semester hours of biology classes and a 3.0 average in all biology course work. Students must submit an application and obtain approval one semester prior to internship period. Offered by arrangement any semester.

### **BIO 4380 Scientific Research**

Experimental investigation is conducted under the direction of faculty members. A selected topic should coincide with student's area of concentration. Research is written in standard journal format prior to an oral presentation in a formal biology seminar. Prerequisites: 12 upper division hours in Biology and class rank of junior or higher. Offered every fall semester.

### **BIO 4382 Developmental Biology**

A descriptive study of the developmental patterns of representative members of the higher taxa of the plant, animal, and fungi kingdoms is presented with emphasis on experimental analysis of the developmental process. Prerequisites: BIO 2394/2194 or BIO 3394/3194 or BIO 3357/3157 or consent of the instructor. Helpful BIO 2306/2106, BIO 3303/3103, and BIO 3304/3104. Lab required. Offered odd spring semesters.

### **BIO 4182 Developmental Biology Lab**

Lab complementary to BIO 4382. Taken concurrently or with consent of instructor. Prerequisites: see BIO 4382. Offered odd spring semesters.

## **Special Courses**

**BIO 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Conferences or tutoring will be provided as required, but no formal lectures or recitations will be involved. Quizzes, tests, and examinations as may be appropriate. BIO 2099 is open only to sophomores; BIO 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1-3). Offered on demand.



# EXECUTIVE BACHELOR OF SCIENCE IN BUSINESS (BSB)

## Module 1

### **BSB 3300 Business Communications**

Review of organizational communication models. Message design for information, persuasion, motivation, attention, clarity, conciseness, accuracy, sincerity, and vividness. Focus on understanding differences in perception and emotional reaction. Integration of specific topics. Involves rigorous writing.

### **BSB 3310 Legal Environment of Business**

Overview of structure and evolution of business law. Legal principles affecting social forces in government, business, and society. Survey of legal patterns in general business operations.

### **BSB 3320 Survey of Management**

An analysis of management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## Module 2

### **BSB 3330 Survey of Accounting**

Overview of the structure of accounting. Beginning principles, theory, and practice for general business. Basic preparation and interpretation of financial data for executives.

### **BSB 3340 Survey of Economics**

A general review of economic concepts and systems. Emphasis on how economic forces impact the executive and modern day decision making.

### **BSB 3350 Survey of Marketing**

Emphasis on practical aspects of forecasting, market survey, and target market analysis. An analysis of marketing concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

### **Module 3**

#### **BSB 3360 Financial Management**

A survey of financial management including financial markets, intermediaries, financial statements, budgeting, valuation, cost of capital, and capital structure. Focus on their application in the general business environment.

#### **BSB 3370 Christian Values and Ethics in Business**

An analytical review of corporate ethics addressed from the biblical standpoint. Focus on code of ethics, integration of “integrity” into corporate cultures, top management commitment to ethics, and civic involvement.

#### **BSB 3380 Personnel/Human Resource Management**

Managerial emphasis on manpower planning and performance appraisal process. An analysis of human resource management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

### **Module 4**

#### **BSB 4300 Quantitative Business Analysis**

Broad overview of quantitative tools and techniques used in managerial decision making. Emphasis on optimum use of decision tools and their applications in the general business environment.

#### **BSB 4310 Management Information Systems**

An overview of business information systems with focus on managerial decision making. Emphasis on managerial familiarity of modern information systems, terms, and applications.

#### **BSB 4320 Organizational Behavior**

Review of the concepts in relation to current issues facing the executive including the dynamics of change, corporate culture, and environment. Focus on leadership skill building through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.



### **BSB 4330 The Executive and the Family**

Overview of biblical concepts to broaden learning horizons that would be beneficial to strengthening family ties and relationships that contribute to professional development in today's complex business environment. Emphasis on Christian value systems in organizations.

## **Module 5**

### **BSB 4340 Managerial Accounting**

A survey of the collection, interpretation, and use of accounting data in management decisions and business activities.

### **BSB 4350 International Culture and Business**

A review and analysis of international business issues through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

### **BSB 4360 Business Policy and Strategy**

A broad analysis of various strategic management concepts through appropriate discussion questions, case studies, concept comprehension reviews, and video review reports.

## **Module 6**

*Not all emphases are offered at every start. Students are advised to check with their Admissions counselor regarding the emphases offered at a particular program start date.*

## **Elective Area: Business Management**

### **BSB 4370 Small Business Management**

A survey of the key functional areas of a small business. Focus on the entrepreneur's role and impact in the modern economy.

### **BSB 4371 Readings in Management**

Variable content in the management area. Survey and analysis of a multitude of leading articles in general business management. Emphasis on the development of the reading comprehension, critical thinking, and analytical/quantitative skills necessary to successful management.

### **BSB 4372 Non-Profit Management**

Management principles and practices specific to the non-profit sector. A best practices study of management techniques in non-profit industry and how those techniques differ from the for-profit industry.

### **BSB 4373 Leadership**

A study of the principles of leadership development. Students will learn techniques and practices for occupying leadership roles within an organization to include the effect of various leadership styles on organizational change, effectiveness and structure.

### **Elective Area: Logistics Management**

#### **BSB 4375 Business and Government Logistics**

A study of the principles of logistics used in government and private enterprise. This course will focus on physical logistics systems to include handling, warehousing, inventory control, etc. A key focus of the course will be the use of information systems to assist in the decision making process.

#### **BSB 4376 Supply Chain Management and Procurement**

Course will focus on the basics of purchasing systems processes including: strategic planning in purchasing, outsourcing versus in-sourcing, purchasing techniques, value and cost analysis, as well as inventory, transportation and distribution related activities. A study of the supply chain management process to include the study of tools and methods for effective operation of the supply chain.

#### **BSB 4378 Project Management**

Application of project management principles and procedures through the use of Microsoft Project or other similar software. Course participants will learn appropriate techniques for monitoring projects to include project updates and allocation of resources. They will receive instruction on how to manage project scope and lifecycle.

#### **BSB 4379 Contracts Management**

Contract management concept procedures. Students will be given general instruction on contracting regulation, guidelines and procedures. A major component of the course will be to provide students with the necessary tools to compete for and/or issue contracts on behalf of their organization. Information to be covered will include cost and price analysis and cost estimating.

### **Elective Area: Website Perspectives for Management**

#### **BSB 4381 Database Management**

Structure and design of database concepts. Learn to enter, store, retrieve and revise information like purchase orders, financial statements, salespersons' records, etc. Development of cross-reference skills by department or job as the situation requires. Introduction to data relationships.

#### **BSB 4382 Website Design & Architecture**

Planning and creating web sites, navigation techniques, hyperlinks, multimedia and themes, bookmarks and forms, and search engines. Use of Dreamweaver software.

**BSB 4383 HTML Programming**

An overview of HTML with emphasis on creating web documents using HTML. Emphasis on web design. Prerequisite: Prior Programming Course in any one of the following – BASIC, Visual BASIC, JAVA, COBOL, C++/Visual C, etc.

**BSB 4384 Website Management**

Primary emphasis on the managerial aspects of web sites including organizational issues and concerns, as well as security issues and threats.

**Elective Area: Health Administration****BSB 4386 Survey of Health Administration**

This course is intended to survey health organizations from both service and financial perspectives. Management topics in context of the healthcare industry will be discussed. Organizational design, healthcare leadership and the future of healthcare are components of this course.

**BSB 4387 Healthcare Economics and Public Policy**

This course is designed to provide an overview of current economic issues and trends in the healthcare industry, as well as techniques that will assist in dealing with such effectively. Public, socio-economic, and business issues pertaining to healthcare will be discussed.

**BSB 4388 Managed Care, Policies and Implications**

This course is intended to provide students an understanding of the managed care systems and their impact on the delivery and practice of healthcare. Potential benefits, inherent limitations, along with the legal, social, and ethical implications of managed care as a healthcare delivery system will be discussed.

**BSB 4389 Medical Office Supervision, Coding and Billing**

This course will introduce the student to the managerial functions and tasks associated with a medical office with specific focus on medical coding and billing. Topics of discussion include supervisory concepts pertinent to healthcare settings. Medical documentation for insurance and agency reimbursement and financial records management are components of this course.



# COMPUTER APPLICATIONS (CA)

## **CA 1302 Computer Applications**

Overview of terms and concepts of computing. A “hands-on” approach for surveying menu and mouse driven software for word processing, spreadsheets, graphics, presentation, and database management. Primary focus on Windows XP and Microsoft Office applications. Special computer applications as necessary. Core course for most majors.



# CHEMISTRY (CHM)

## **CHM 1300 Chemistry and Society**

A general introductory course that looks at chemistry from a practical standpoint. Students are made aware of the implications of chemistry in their everyday lives and the basic concepts of chemistry are introduced to account for these. Intended to satisfy the core requirement for physical science. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing and/or Basic Math will not be allowed to take this class. Offered every semester.

## **CHM 1100 Chemistry and Society Lab**

Lab complementary to CHM 1300. Taken concurrently or with consent of instructor. Prerequisites: see CHM 1300. Offered every semester.

## **CHM 1311 General Chemistry I**

The topics of matter and energy, stoichiometry, atomic structure, quantum mechanics, the periodic table, chemical bonding, gas laws, and solution chemistry are covered in this section. Prerequisites: None; however, students enrolled in Fundamentals of Reading and Writing and/or Basic Math will not be allowed to take this class. Helpful: MH 1320 (or higher) or high school equivalent. Lab required. Offered every fall semester.

## **CHM 1111 General Chemistry I Lab**

Lab complementary to CHM 1311. Taken concurrently or with consent of instructor. Prerequisites: see CHM 1311. Offered every fall semester.

## **CHM 1312 General Chemistry II**

Continuation of CHM 1311/1111. Kinetics, equilibrium, acids and bases, thermodynamics, electrochemistry, the elements, organic chemistry, and nuclear chemistry are covered. Prerequisites: CHM 1311/1111. Lab required. Offered every spring semester.

## **CHM 1112 General Chemistry II Lab**

Lab complementary to CHM 1312. Taken concurrently or with consent of instructor.  
Prerequisites: see CHM 1312. Offered every spring semester.

### **CHM 3301 Principles of Physical Chemistry**

An introduction to the essentials of physical chemistry that does not require extensive mathematics. General topics of thermodynamics, quantum mechanics, states of matter, equilibria, kinetics, electrochemistry, and spectroscopy are covered. Prerequisites: MH 1451, CHM 1312/1112. Helpful: PHY 1312/1112. Lab required. Offered odd fall semesters with instructor approval.

### **CHM 3101 Principles of Physical Chemistry Lab**

Lab complementary to CHM 3301. Taken concurrently or with consent of instructor.  
Prerequisites: see CHM 3301. Offered odd fall semesters with instructor approval.

### **CHM 3349 Organic Chemistry I**

Topics of basic theory, structure, and reactions of hydrocarbons; alkyl halides; stereochemistry; alkenes; alcohols; IR and NMR spectroscopy; and mass spectrometry are covered in this section. Prerequisites: CHM 1312/1112. Lab required. Offered every fall semester.

### **CHM 3149 Organic Chemistry I Lab**

Lab complementary to CHM 3349. Taken concurrently or with consent of instructor.  
Prerequisites: see CHM 3349. Offered every fall semester.

### **CHM 3350 Organic Chemistry II**

Continuation of CHM 3349. Topics covered include ethers; alkynes; UV spectroscopy; aromatic compounds; ketones and aldehydes; amines; carboxylic acids; and biomolecules. Prerequisites: CHM 3349/3149. Lab required. Offered every spring semester.

### **CHM 3350 Organic Chemistry II Lab**

Lab complementary to CHM 3350. Taken concurrently or with consent of instructor.  
Prerequisites: see CHM 3350. Offered every spring semester.

### **CHM 3351 Chemical Literature, Research and Seminar**

This course is designed primarily for science majors. The course examines the use of major sources of chemical information and specific procedures for their efficient use. This is a preparatory course for undergraduate research in chemistry and biochemistry. Prerequisites: CHM 3350 and permission of the instructor. Offered every fall semester.

### **CHM 3355 Analytical Chemistry**

Quantitative analysis of chemical systems emphasizing development of accurate and precise laboratory technique and statistical treatment of data applied to gravimetric, volumetric, acid-base, oxidation-reduction, compleximetric, and colorimetric methods of analysis. Basic theory of instrument design and operational parameter optimization of chemical instrumentation. Application to optical methods of analysis involving molecular and atomic refraction, polarization, scattering, emission, absorption, fluorescence in the ultraviolet and visible regions of the spectrum. Includes computer applications. Prerequisites: CHM 1312 and CHM 3350. Offered odd spring semesters.

### **CHM 3155 Analytical Chemistry Lab**

Lab complementary to CHM 3355. Taken concurrently or with consent of instructor. Prerequisites: see CHM 3355. Offered odd spring semesters.

### **CHM 4301 Inorganic Chemistry**

A general course in inorganic chemistry that surveys fundamental topics of atomic structure, chemical bonding, periodic relationships, acid - base theories, and the main group and transition elements. Prerequisites: CHM 1312/1112, CHM 3301/3101 (or consent of the instructor), and MH 1451. Lab required. Offered even spring semesters with instructor approval.

### **CHM 4101 Inorganic Chemistry Lab**

Lab complementary to CHM 4301. Taken concurrently or with consent of instructor. Prerequisites: see CHM 4301. Offered even spring semesters with instructor approval.

### **CHM 4350 Biochemistry I**

The molecular nature of cellular components, bioenergetics and metabolic pathways, and the workings of the genetic code are covered. Prerequisites: CHM 3350/3150. Offered every fall semester.

### **CHM 4150 Biochemistry I Lab**

Lab complementary to CHM 4350. Taken concurrently or with consent of instructor. Prerequisites: see CHM 4350. Offered every fall semester.

### **CHM 4351 Biochemistry II**

Molecular structure and function of biomolecules including glycolysis and carbohydrate metabolism, citric acid cycle, gluconeogenesis, glyoxylate pathway, pentose phosphate pathway, cytochrome system and oxidative phosphorylation, photosynthesis, and lipid, amino

acid and nucleotide metabolism. Prerequisites: CHM 4350/4150. Offered every spring semester.

### **CHM 4151 Biochemistry II Lab**

Lab complementary to CHM 4351. Taken concurrently or with consent of instructor.

Prerequisites: see CHM 4351. Offered every spring semester.

### **CHM 4355 Advanced Topics in Biochemistry**

Advanced topics in biochemistry and chemical biology including physical properties of nucleic acids, amino acids, peptides, proteins, DNA/RNA synthesis, translation, enzymes and point mutagenesis, DNA damage and repair, chemical genetics and small molecule drug discovery.

Prerequisites: CHM 3350 and permission of instructor. Offered odd fall semesters.

### **CHM 4360 Chemistry Internship**

This course offers the student a supervised shadowing experience in a scientific field at an appropriate local facility with chemical and biochemical research and/or technology. The student will earn credit for learning about appropriate skills and for carefully reporting their experiences in written and oral form. Prerequisites: Must be a chemistry/biochemistry or biology major with a minimum of 12 hours of upper division chemistry classes. Students must submit an application and obtain approval one semester prior to the internship experience.

Prerequisite: Instructor permission. Offered by arrangement every semester.

### **CHM 4380 Chemistry Research**

Experimental investigation is conducted under the direction of faculty members. A selected topic should coincide with the student's area of concentration. Research is written up in standard scientific journal format prior to a formal presentation in a departmental seminar.

Prerequisites: Must be a science major with a minimum of 12 hours of upper division science classes. Offered every spring semester.

## **Special Courses**

### **CHM 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. CHM 2099 is open only to sophomores; CHM 3099 is open to juniors and seniors. May be repeated for credit. The number of hours awarded (1-3) will be set by department head and approved by the Dean.





# CRIMINAL JUSTICE (CJ)

## **CJ 1300 Introduction to Criminal Justice**

This course is an overview of the criminal justice system at the local, state and federal levels of law enforcement, corrections, and judicial system. This entry-level course will examine crime in America, define criminal justice, give a current status of crime statistics, and an overview of criminal law. Another major topic is policing at the state level, with particular attention given to the legal aspects of policing, and the issues and challenges of policing. The judicial system at the state and federal levels is also examined, focusing on courts, criminal trials, and sentencing. Finally, the course will highlight the correctional system, from probation, parole, and community corrections, to prisons/jails and prison life. This course is a prerequisite for all other CJ courses unless waived by the CJ/LS Department Chair. Offered every fall semester (day and online) and every spring semester (night).

## **CJ 1301 Introduction to Criminalistics**

This course provides an introduction to the integrated study of law and science, particularly biology and chemistry, as it pertains to the field of criminal justice. Course topics include forensic nursing, toxicology, odontology, anthropology, taphonomy, entomology, bloodstain patterns, biological fluids, DNA, trace evidence, footwear, firearm and tool markings, documents examinations, analysis of controlled substances, and investigation of computer crimes. Students interested in applying principles of science to the field of criminal justice will be introduced to current career paths and opportunities within the CJ system. Offered every fall semester (day).

## **CJ 2310 Criminal Investigation**

This course is designed to provide the student with a basic knowledge of the means and methods of investigating a variety of reported criminal offenses. The student will become familiar with the tools and techniques that facilitate the identification, collection, and examinations necessary to the successful completion of a criminal investigation. The course will also present theories and practices of the investigative process and the criminal justice system

duties and responsibilities of the investigator, treatment of physical evidence, scientific aids commonly used by law enforcement officers, case preparation, and modus operandi. Offered every fall semester (night).

### **CJ 2311 Organization and Administration**

Organization and Administration in Criminal Justice is a study of the introductory principles of organizational theories and administrative models as they pertain to management in the criminal justice system. In this course students will receive exposure to motivational models and theories for motivation of personnel, job design, leadership, group behavior, and decision making. This course also examines communication within an organization, communication structures, and communication problems. Offered every spring semester (night).

### **CJ 2330 Criminal Evidence**

Evidence is an analysis of the rules of evidence with emphasis on evidence obtained through search, seizure, and incident to arrest. This course examines the procedures and rules to which one must adhere in order for evidence to be admissible. This course also examines the problems associated with violations of the rules of evidence. Offered every fall semester (day).

### **CJ 2331 Criminal Law**

Criminal law is a study of the historical and philosophical concepts of law including the purpose and functions of criminal laws and statutes as a means of social control in the preservation of life and property. In this course a student will study the elements of various offenses including offenses against the person, offenses against property, and common defenses against criminal acts; and will learn the differences between misdemeanor and felony charges. The student will also receive initial exposure to the punishment prescribed for the various offenses.

Prerequisites: None, but CJ 1300 is recommended either prior to enrolling in this course or to be taken in conjunction with this course. Offered every spring semester (day) and every fall semester (BCJ online).

### **CJ 2332 Survey of Biblical Law**

This course is an overview of Biblical foundations as related to inspiration and authority as these concepts apply to the current system of American jurisprudence. Significant coverage is given to church/state relations and the impact of various religious influences upon the delegates to the United States Constitutional Convention. The impact of Biblical origins of property law, family law and criminal law are examined in light of Old and New Testament developments as they relate to modern American jurisprudence. An overview of developments concerning the death penalty begins with Old Testament analysis, continues with New

Testament analysis, and concludes with modern death penalty statutory analysis. Prerequisite: CJ or LS major. Offered every spring semester (day).

### **CJ 2340 Fingerprinting**

This course is designed to provide students with a practical study of fingerprinting beginning with biological and historical data, an examination of the Henry Classification System, and methods of lifting and processing latent fingerprints. In addition students will be introduced to scarred patterns, amputations, major case prints, and problems with fingerprinting the dead. Career opportunities will be presented along with practical application through case studies. Offered every fall semester (day).

### **CJ 2350 Crime Scene Investigation**

This course provides students with the practical application of criminal scene investigative techniques to the seven major crimes areas. Crime scene searches will be conducted of the following criminal violations: homicide, robbery, rape, aggravated assault, arson, motor vehicle theft, and larceny/ theft. Legal concepts of physical evidence will be discussed along with practice in report writing and preparation for courtroom testimony. Offered every spring semester (day).

### **CJ 3301 Criminology**

This course is a study of law and crime, the nature and causation of crime, and the various theories and research studies regarding criminality. Criminology explores the foundations of law and crime as it applies to society in both a historical context and in current times. This course examines the theories and studies including: the Classical School, the Biological Theories, the Psychological/ Psychiatric Theories, the Social Structure Approaches, the Social Process Theories, and the Social Conflict Theories. Prerequisites: CJ 1300 and departmental approval. Offered every spring semester (day) and every fall semester (BCJ online).

### **CJ 3302 Community Relations**

A study of the numerous and complex factors involved in the area of human relations as it impacts CJ agencies and their stakeholders. Community Relations examines the CJ system's interdependency in administering justice, the impact of government on the criminal justice system and agencies, and studies the impact that public relations and public image have for criminal justice agencies. Community Relations examines the impact that public perception, trust, and confidence play in the ability of the system to serve the public. Prerequisites: CJ 1300 and departmental approval. Offered every summer (BCJ online).

### **CJ 3304 Juvenile Justice**

This course provides a study of the Juvenile Justice system. Students will examine characteristics of juvenile offenders, juvenile court procedures, prevention and diversion programs, and theories of causation. Other topics to be covered include the history of juvenile justice, child abuse, violent youths and gangs, and Alabama state law as it relates to juveniles. Prerequisites: CJ 1300 and departmental approval. Offered every spring semester (BCJ online).

### **CJ 3305 Constitutional Law**

This course examines Constitutional provisions, their development through court interpretation, and their application to law enforcement. Prerequisites: CJ 1300 and departmental approval. Offered every fall semester (day) and every summer semester (BCJ online).

### **CJ 3306 Private Security**

This course is an overview of the history and development of the growing private security field. Special emphasis is placed on the work of Alan Pinkerton, and others, in the early days of the development of the private security field. Current liability issues related to the provision of private security services are explored. Methods of disaster preparedness and emergency preparedness planning are explored. Attention is also given to basic fraud detection techniques, including how to conduct a fraud vulnerability assessment and fraud risk analysis. A significant focus of this course is on the role of private security in crime prevention. Prerequisites: CJ 1300 and departmental approval. Offered every odd fall semester (day) and every summer semester (BCJ online).

### **CJ 3308 Terrorism**

This course examines the history and philosophy of terrorism, particularly reviewing the beliefs and activities of terrorist groups that have influenced the course of world events. Concentration is given to the study of contemporary terrorist activities, both at home and abroad, and students are exposed to traditional and unique approaches employed worldwide to combat terrorist organizations and methodologies. Prerequisites: CJ 1300 and departmental approval. Offered every odd fall semester (day) and every spring semester (BCJ online).

### **CJ 3310 Corrections**

This class is an overview of corrections as part of the CJ system with emphasis on historical perspectives, theory and methods of incarceration, alternatives to incarceration, juvenile offenders, and current special issues. Students will also examine community corrections (diversion, probation, and intermediate sanctions), prison policy on management, prisoners' rights, the elderly and mentally challenged in prison. This course also includes the rights of

victims and an in-depth study of the death penalty. Offered every fall semester (day) and every spring semester (BCJ online).

### **CJ 3312 CJ and the Worldwide Web (WWW)**

This course is an overview of criminal justice topics and issues currently accessible on the Internet. Techniques are developed for locating information regarding sex offenders, tracing E-mails, using the SSDI (Social Security Death Index) to detect misuse of Social Security numbers of deceased people, locating and using forms related to suspicious banking transactions (SAR, suspicious activity reports). In-class exercises allow each student to gain hands-on experience in the use of various search engines. Attention is given to matters related to meta-tags, copyright matters, and criminal activity that occurs over the Internet.

Prerequisites: CJ 1300 & CIS 1302. Offered every spring (day) and every fall semester (BCJ online).

### **CJ 4301 Criminalistics**

This course presents a survey of the different methods of scientific investigative techniques including fingerprinting, photography, casting, ballistic procedures, evidence collection, chain of custody, and utilization of crime laboratories. In addition students will participate in a crime scene search and discover the interdependent nature of the investigator and lab technician. Students will be given the opportunity to use the compound and stereo microscopes in examination of hairs, fibers, paint, drugs, glass, soil, and tool marks. Forensic serology and toxicology concepts are also presented as they relate to the field investigator. Prerequisites: CJ 1300, both physical science and natural science requirements, and departmental approval. Offered every spring semester (day) and every fall semester (BCJ online).

### **CJ 4302 Courts and Courtroom Procedure (LS 4302)**

Courts and Courtroom Procedure is a study of the American justice system in the administration of law and crime. This course provides students with an overview of the court systems at the state and federal level, an in-depth look at the duties and responsibilities of the key courtroom players and courtroom work groups in the administration of justice, and an overview of evidentiary matters and the impact that the interdependence of the CJ system on the judiciary. Prerequisites: CJ 1300 and departmental approval. Offered every fall semester (day) and every summer semester (BCJ online).

### **CJ 4303 Interview and Interrogation (LS 4303)**

This course is designed to familiarize students with basic communications concepts as well as basic concepts, processes, techniques, and legal aspects of interview and interrogation used in the field of criminal justice. The course will address the differences and similarities between

interview and interrogation; different types, uses, and processes of interviews; various forms of verbal and nonverbal communication; specialized types of interviews, such as probing, selection, counseling, and persuasive. Prerequisites: CJ 1300 and departmental approval. Offered every fall semester (day) and every spring semester (BCJ online).

#### **CJ 4304 Ethics and the Criminal Justice System**

This course examines dilemmas and decisions in the criminal justice system focusing on typical problems encountered in law enforcement, corrections, and the courts. Attention is given to due process, fundamental fairness, and various ethical guidelines used in the criminal justice system. The use of force by law enforcement and the Dirty Harry problem are evaluated. Theories of punishment are also considered. Avenues of police corruption are also explored. Prerequisites: CJ 1300 and departmental approval. Offered every spring semester (day) and every fall semester (BCJ online).

#### **CJ 4305 Special Issues**

This is a study of significant current topics, problems, or issues in the criminal justice system. Prerequisites: CJ 1300 and departmental approval. Offered every even fall semester (day) and every summer semester (BCJ online).

#### **CJ 4306 Criminal Behavior Analysis**

This course presents an introduction to the current methods and techniques used by law enforcement agencies in criminal behavior assessment. Theoretical concepts drawn from related social science fields are discussed with application to the criminal violations of sexual murder, rape, child victimization, and selected nuisance offenses of an interpersonal nature. Students will be familiar with basic terminology and descriptive terms associated with interpersonal crimes and related forensic study. Prerequisites: CJ 1300, PY 1310 and departmental approval. Offered every fall semester (day) and every spring semester (BCJ online).

#### **CJ 4307 Research Methods for Criminal Justice**

An introduction to the basic concepts of social science research and statistical methods typically used in the field of Criminal Justice. This course will explain the data gathering process, sampling procedures, and various statistical tests routinely performed on criminal justice data. The student will be prepared to evaluate reports and journal articles and to recognize emerging theories in the criminal justice field. Prerequisites: CJ 1300 and upper level status. Offered every spring semester (day) and every fall semester (BCJ online).

#### **CJ 4308 Criminal Justice Budgeting**

This course is an introduction to and evaluation of criminal justice budgeting processes and techniques commonly used in criminal justice organizations and agencies. A consideration is given to basic concepts of accounting as they relate to the for-profit and not-for-profit sectors. Some elementary governmental accounting principles are introduced and their impact on basic law enforcement budgeting is explained. Zero-based budgeting is examined in light of its historical context. Techniques for detection of theft, including lapping, are explored and explained. Prerequisites: CJ 1300 and upper level status. Offered every spring semester (day).

#### **CJ 4350/51 Directed Studies in Criminal Justice**

This course will require the student to use the knowledge and skills acquired in Research Methods (CJ 4307) by conducting survey research in the field of criminal justice. This course is a directed study under the guidance of a CJ faculty member. The student's research project will consist of a written report which will include a description of a problem, literature review, research design, and methods of data analysis. An oral presentation of the student's research and findings is also required. Prerequisites: senior standing, CJ 1300 and CJ 4307. Offered every even spring semester (day).

#### **CJ 4360/61 Internship**

This course offers the student a supervised work experience in the criminal justice system such as a law enforcement organization, correctional facility, law firm, or related legal organization. This course also provides an opportunity for individualized career development, including resume writing and interview skills. Prerequisites: CJ 1300 or LS 1300; and departmental approval. Offered every spring semester (day).



# COUNSELING (COU)

Courses in Counseling are offered in support of several majors and areas of concentration in the University.

## **COU 2310 Marriage and Family Development**

An overview study of the key theories, principles, and research in marriage and family development. The course examines physical, psychological, social, emotional, career, cognitive, intellectual, moral and spiritual development in the marriage and family setting. The course examines the historical and contemporary diversity issues impacting marriage and family development. Prerequisite: PY 1310. Offered on demand.

## **COU 2320 Introduction to Counseling**

An overview of the field of counseling that emphasizes theories and philosophies underlying current practices in the fields of counseling. Designed for those entering the counseling field as well as for elders, ministers, teachers, supervisors, and church and social workers. Prerequisite: PY 1310. Offered every spring.

## **COU 2330 Parent-Child Relationships**

A study of the skills and concepts of parenting with an emphasis on the management and discipline of errant behavior. Prerequisite: PY 1310 or COU 2320. Offered odd fall semesters.

## **COU 2355 Drugs and Society**

An introductory study of substance abuse and its physiological, psychological and societal effects. Included are current trends in prevention and treatment. Offered on demand.

## **COU 2360 Personal and Social Adjustment**

A study of factors in today's world that effect the growth and development of successful, fulfilling relationships. Attention is given to areas students wish to develop in themselves. This



course is for non-counseling and non-psychology majors. This course can be used for general electives but cannot substitute for COU 2320 or PY 1310. Offered on demand.

### **COU 2390 Introduction to Interpersonal and Family Conflict and Violence**

This course will provide an introductory study of the problems and the effects of family violence and examine current societal responses to this increasing problem. It is designed to dispel the many myths that surround the various types of family violence. Offered on demand.

### **COU 3311 Marriage and Family Relations**

An in-depth study of the key theories, principles, and research in marriage and family development. The course examines physical, psychological, social, emotional, career, cognitive, intellectual, moral, and spiritual development in the marriage and family setting. The course examines the historical and contemporary diversity issues impacting marriage and family development. Prerequisite: PY 1310 and COU 2320. Offered on demand.

### **COU 3312 Marital and Family Theory**

Introduction to systems, social learning, and psychodynamic marital theory. Attention given to dysfunctional manifestations within family systems and factors related to family strengths. Prerequisite: COU 2320 and permission of the Instructor. Offered odd fall semesters.

### **COU 3313 Human Sexuality**

A study of the key theories, principles, and research in human sexuality and development across the lifespan. The course examines physical, psychological, social, emotional, familial, career, cognitive, intellectual, moral, and spiritual development from conception to death. The course examines the historical and contemporary diversity issues impacting human sexual development. Prerequisite: PY 1310 and PY 3300 or PY 3310. Offered odd fall semesters.

### **COU 3320 Life-roles and Career Development**

A study of (a) career development theories and models, (b) the processes involved in career-decision making, (c) the diverse life-roles and their interaction with work and other roles. Prerequisite: COU 2320. Offered even spring semesters.

### **COU 3324 Helping Relationships and Advanced Counseling Skills**

A study of the techniques of counseling with an emphasis on gathering, analyzing, and interpreting case data. Includes an analysis of the dynamics of the counselor/counseled relationship. Special attention is given to helping each student develop personal counseling theories and techniques. Pre-requisite: PY/BI 2340. Offered every fall.

### **COU 3351 Coping with Loss and Grief**

A study of various situations of loss, the stages of the grief process, the coping response, and avenues of assistance and care. Offered odd spring semesters.

### **COU 3355 Substance Abuse**

A historical and contemporary study of substance abuse and its physiological, psychological, and societal effects. Included are current trends in prevention and treatment. Prerequisite: COU 2320. Offered even fall semesters.

### **COU 3365 Conflict Management**

A practical approach to understanding conflict and its sources. An emphasis is placed on the process of moving from conflict mediation to reconciliation and ultimately to effective self-management of conflict. Various models of mediation and reconciliation will be explored. Prerequisite: COU 2320. Offered even spring semesters.

### **COU 3370 Group Dynamics**

This course of study provides a broad understanding of group development, dynamics and counseling theories, leadership styles, basic and advanced methods of conducting groups in a counseling setting. Each student must conduct a group of his or her peers as a part of the study. Prerequisites: PY 1310, COU 2320 and COU 3324. Offered even fall semesters.

### **COU 3375 Professional Counseling Theories**

This course of study provides a broad understanding of professional roles and functions; professional goals and objectives; professional organizations and associations; professional history and trends; ethical and legal standards; professional preparation standards; and professional credentialing. Prerequisite: COU 2320. Offered every fall.

### **COU 3390 Interpersonal and Family Conflict and Violence**

This course will provide students with an in-depth study of the problems of violence in families including spouse abuse, child abuse, elder abuse, as well as the dynamics and dangers of violent relationships. The study will examine the root causes of family violence and the devastation, multigenerational effects of violence on its victims and society. Students will study current societal responses to family violence including protection services, treatment programs, legal defense strategies, and current legislation. Prerequisite: COU 2320. Offered odd spring semesters.

### **COU 4345 Professional Ethics in Behavioral, Family and Social Sciences**

An in-depth study of the theories and principles of ethics and moral development and the impact of these upon individuals, families, communities, professional, and public decisions/policies. The study will also exam the relevant dilemmas faced in the delivery of professional behavioral, family, and social services to individuals, families, and groups in today's health-care systems. Prerequisite: Classification as a junior or higher. Offered even spring semesters.

#### **COU 4350 Field Experience in Marriage and Family Therapy**

Supervised experience or research for qualified juniors or seniors with a major or emphasis in Marriage and Family Therapy. Prerequisite: Permission of the instructor. Offered every fall.

#### **COU 4390 Internship and Pre-professional Seminar**

This course is a pre-professional course, designed to assist the student in exploring the discipline of counseling, 25 psychology, and sociology through clinical experience under the supervision of an experienced professional. Prerequisite: COU 4350. Offered every spring.

### **Special Courses**

#### **COU 2099/3099/4099 Individualized Study**

The course is for introductory level focused study in counseling. The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. COU 2099 is open to sophomores only; COU 3099 is open to juniors and seniors only; COU 4099 is open to seniors only. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by Dean. Prerequisites: Instructor's consent, COU 2320. Offered on demand.



# COMPUTER SCIENCE (CS)

## **CS 1305 Computer Programming I**

Introduces the fundamental concepts of programming from an object-oriented perspective. Topics include simple data types, control structures, an introduction to array and string data structures and algorithms, as well as debugging techniques and the social implications of computing. The course emphasizes good software engineering principles and developing fundamental programming skills in the context of a language that supports the object-oriented paradigm. Co-requisite: MH 1345 or higher. Offered every fall semester.

## **CS 1306 Computer Programming II**

A continuation of CS/CSIS 1305 Computer Science I, to include advanced programming techniques including classes and data abstractions, inheritance and polymorphism, overloading, exception handling, GUI component programming, Strings, Characters and Regular Expressions, Files, streams and Object Serialization and recursion. Students analyze, design, develop, implement and test complex programs. Prerequisite: A grade of C or better in CS/CSIS 1305. Offered every spring semester.

## **CS 2310 Fundamental Mathematical Structures**

Introduces discrete mathematics as it is used in computer science. Topics include functions, relations, sets, propositional and predicate logic, simple circuit logic, proof techniques, elementary combinatorics, and discrete probability. Prerequisites: MH 1340, a grade of C or better in CS/CSIS 1305. Offered every fall semester.

## **CS 2320 Data Structures and Algorithms**

Abstract data types, encapsulation and information hiding, modular programming and separate compilation, pointers and dynamic storage allocation, lists, stacks, queues, trees, graphs, searching and sorting algorithms. Prerequisites: CS 2310, MH 1451.

## **CS 2345 Computer Organization**

Understanding how a computer works. Introduction to physical aspects of computer systems: digital logic and circuit design, circuit components, memory types, data representation. Prerequisite: A grade of C or better in CS/ CSIS 1305. Offered every spring semester.

### **CS 3300 Computer Architecture**

Understanding how a computer is designed. Introduction to logical aspects of system implementation: structure and electronic design of processors. Study of elements such as instruction sets and formats, operation codes, data types, registers, addressing modes, memory access methods, and I/O mechanisms. Prerequisite: CS 2345. Offered even fall semesters.

### **CS 3330 Data Communications and Networking**

A survey of various methodologies and techniques utilized in interfacing data communications and networking systems within the business environment, along with the consideration of issues related to the management of these systems. Introduction to computer-based communications and networks: underlying concepts, basic hardware components and operating systems, network architectures and protocols, data integrity and security, message routing, network management. Prerequisite: CS 2345. Offered even spring semesters.

### **CS 3340 Operating Systems**

Basic concepts and components of operating systems, the relevant characteristics of hardware, and the tradeoffs between conflicting objectives faced by the operating system. Prerequisite: CS 2345. Offered odd fall semesters.

### **CS 3350 Database Concepts**

Fundamentals of the relational data model: relation schema, relation, integrity constraints, relational database schema, relational database. Introduction to elements of database design: functional dependencies and normalization. Prerequisite: CS 2320. Offered odd spring semesters.

### **CS 3386 Visual Programming**

Survey of a visual programming language inclusive of variables and operators, decision structures, loops and timers, object properties, preferred user interface, special effects, and use of modules and procedures. Prerequisite: CS 1305.

### **CS 3389 Software Development**

Extension of the ideas of software design and development from the introductory programming sequence with an intensive experience in software construction to include topics such as testing, debugging and associated tools, configuration management. Prerequisites: a grade of C

or better in CS 1306 or CSIS 2306, CS 2320, CS 4345 or CSIS 4345. Offered odd spring semesters.

### **CS 4330 Database Design and Implementation**

Conceptual database design using the entity-relationship model; null values and spurious tuples; functional dependencies and algorithms for relational database design. Implementation of relational databases. Prerequisite: CS 3350. Offered even fall semesters.

### **CS 4345 Internet Programming**

Introduction to World Wide Web programming: HTML and the WWW architecture; Applet programming; Database integration. Prerequisites: CS 3350. Offered even fall semesters.

### **CS 4350 Design and Implementation of Programming Languages**

Survey of selected high-level languages. Implementation of data and control structures. Introduction to finite automata, languages, grammars, and compiler construction. Prerequisite: CS 3389. Offered odd fall semesters.

### **CS 4360 Software Engineering**

Designed to support introductory subject matter of special interest in software engineering. Integration of software systems development concepts: project management, analysis, design, and implementation with telecommunications, database design, programming, testing, and system integration issues. Development of software systems from concept to completion through individual and team effort. Prerequisite: CS 3389. Offered odd spring semesters.

### **CS 4380 Internship/Project in Computer Science**

Supervised work experience in the field of computer science. Students planning to take this course need to consult with their advisor so they can be appropriately placed in an internship or assigned a project in the department. Prerequisite: Senior status in CS and permission of instructor. Offered odd fall semesters.

### **CS 4390 Seminar in Computer Science**

An overview of current trends in computer science. A forum for discussion and presentation of current issues in computer science. Prerequisite: Senior status in CS and permission of instructor. Offered even spring semesters.

## **Special Courses**

### **CS 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as appropriate. CIS 2099 is open only to sophomores; CIS 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1- 3) will be set by department chair and approved by the Dean.



# COMPUTER & INFORMATION SCIENCE (CSIS)

## **CSIS 1301 Introduction to Computer & Information Science**

This course provides a comprehensive overview of the scope and dynamics of computer and information science. Topics include history of computing, computer organization and components, software, networking and the Internet, database management, operating systems, computer ethics, and software productivity tools. Along with these topics, this course offers an introduction to programming fundamentals to students by providing interactive tools such as HTML 5 and JavaScript for students to be exposed to software development.

## **CSIS 1305 Computer Programming I**

Introduces the fundamental concepts of programming from an object-oriented perspective. Topics include simple data types, control structures, an introduction to array and string data structures and algorithms, as well as debugging techniques and the social implications of computing. The course emphasizes good software engineering principles and developing fundamental programming skills in the context of a language that supports the object-oriented paradigm. Co-requisite: MH 1345 or higher. Offered every spring semester.

## **CSIS 2306 Computer Programming II**

A continuation of CS/CSIS 1305 Computer Science I, to include advanced programming techniques including classes and data abstractions, inheritance and polymorphism, overloading, exception handling, GUI component programming, Strings, Characters and Regular Expressions, Files, streams and Object Serialization and recursion. Students analyze, design, develop, implement, and test complex programs. Prerequisite: a grade of C or better in CS/CSIS 1305. Offered every fall semester.

## **CSIS 2315 Computers, Ethics and Society**

Information production and consumption philosophies as they relate to the interactivity between technology and people in society today. Efficiency, effectiveness, and ethics in Information design will be studied from the user's perspective.



### **CSIS 2345 Computer Organization**

Understanding how a computer works. Introduction to physical aspects of computer systems: Digital logic and circuit design, circuit components, memory types, data representation.

Prerequisite: A grade of C or better in CS/ CSIS 1305.

### **CSIS 2350 Introduction to Database Concepts**

Introduction to the fundamentals of the relational data model: relation schema, relation, integrity constraints, relational database schema, relational database. Introduction to elements of database design: functional dependencies and normalization. Prerequisite: a grade of C or better in CS/ CSIS 1305.

### **CSIS 2360 Introduction to Requirements Analysis and Software Design**

The study of the elements of software development life cycle with emphasis on requirements analysis, specification, design, and implementation. Prerequisite: CSIS 2350.

### **CSIS 2376 Introduction to Visual Programming**

A detailed study of the fundamental concepts of visual programming including survey of a visual programming language inclusive of variables and operators, decision structures, loops and timers, object properties, preferred user interface, special effects and use of modules and procedures. Prerequisite: a grade of C or better in CS/CSIS 1305.

### **CSIS 3330 Data Communications and Networking**

A survey of various methodologies and techniques utilized in interfacing data communication systems within the business environment, along with the consideration of issues related to the management of these systems. Introduction to computer-based communications and networks: underlying concepts, basic hardware components and operating systems, network architectures and protocols, data integrity and security, message routing, and network management. Prerequisite: a grade of C or better in CSIS 2345.

### **CSIS 3360 User Interface Design**

Introduction to the design, implementation and evaluation of human-computer interfaces with emphasis on user-centered design and graphical user interfaces (GUI). Stresses the importance and necessity of effective user interface design. Prerequisite: a grade of C or better in CSIS 2306.

### **CSIS 4330 Database Design and Implementation**

Conceptual database design using the entity-relationship model; null values and spurious tuples; functional dependencies and algorithms for relational database design. Implementation of relational databases. Prerequisite: a grade of C or better in CS 3350.

### **CSIS 4360 Software Engineering**

Designed to support introductory subject matter of special interest in software engineering. Integration of software systems development concepts: project management, analysis, design, and implementation with telecommunications, database design, programming, testing and system integration issues. Development of software systems from concept to completion through individual and team effort. Prerequisite: CS 3389.

### **CSIS 4365 Project Management for Software Development**

Planning and managing successful software development projects. Skills for tracking and controlling project deliverables. Prerequisite: CSIS 4360.

### **CSIS 4380 Internship/Project in Computer and Information Science**

Supervised work experience in the field of computer and information science. Students planning to take this course need to consult with their advisor so they can be appropriately placed in an internship or assigned a project in the department. Prerequisites: Senior status in CSIS and permission of instructor.

### **CSIS 4390 Seminar in Computer and Information Science**

An overview of current trends in computer and information science. A forum for discussion and presentation of current issues in computer and information science. Prerequisites: Senior status in CSIS and permission of instructor.

## **Special Courses**

### **CSIS 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as appropriate. CIS 2099 is open only to sophomores; CIS 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1- 3) will be set by department chair and approved by the Dean.



# ECONOMICS (EC)

## **EC 2310 Personal & Consumer Finance (ACF 2310)**

Managing personal finances; inflation and recession, tax problems, insurance, annuities, credit, budgeting, financial planning, home ownership, bank accounts, investments, and social insurance programs. Prerequisite: Must be eligible to take MH 1338 Finite Mathematics or higher.

## **EC 3340 Economics and Statistics (BA 3340)**

Provides a statistical background through study and review of general statistical theories and techniques including probability, frequency distribution, sampling, hypothesis testing, correlation, and regression. Prerequisites: BA 2305 Business Mathematics; Must be eligible to take MH 1338 Finite Mathematics or higher.

## **EC 4310 Managerial Finance (ACF 4310)**

A study of financial management including financial markets and intermediaries, corporate taxation, financial statements, budgeting and forecasting techniques, discounting methods and capital budgeting, valuation, cost of capital structure, and capital asset pricing.

Prerequisites: BA 2301 Principles of Accounting I, BA 2302 Principles of Accounting II, BA 2303 Macroeconomics, BA 2305 Business Mathematics, BA 3340 Business Statistics, MH 1338 Finite Mathematics or higher.



# EDUCATION (ED)

## **ED 2020 Introduction to Education**

A course which is designed to assist pre-candidates in fulfilling most of the laboratory experiences required to enter into the Teacher Education Program. The course should be taken at the sophomore level. This course must be completed prior to application into the Teacher Education Program. Prerequisite: Second semester freshman standing. Offered fall and spring semesters.

## **ED 2322 Foundations of Education**

An introduction to the teaching profession including an overview of the historical, philosophical and social foundations of education and their influence upon contemporary education. This course must be completed prior to application into the Teacher Education Program preferably the freshman year. Offered fall and spring semesters.

## **ED 2325 Technology in the Classroom**

An introduction to computers for education majors. Pre-candidates will complete the course with an understanding of educational technology and how technology impacts the lives of teachers. Lesson plans will be written and presented using technology. Students will build websites, learn how to use an electronic grade book and produce PowerPoint presentations. This course must be completed prior to application into the Teacher Education Program. Offered fall and spring semesters.

## **ED 3317 Language and Literacy I**

A survey of the methods of teaching reading to elementary pupils with emphasis upon contemporary methods. Field experience is required. Prerequisites: Admission into the Teacher Education Program and completion of the English 29 core courses (EH 1301, EH 1302, HU 2310, EH 2303/2304). Offered every fall.

## **ED 3316 Reading in Content Areas**

The course focuses on reading rate, vocabulary development, application and extension of skills and techniques in content areas. It is required for all secondary education majors. Field experience is required. Prerequisites: Admission into the Teacher Education Program and completion of the English core courses (EH 1301, EH 1302, HU 2310, EH 2303/2304). Offered every spring.

### **ED 3331 Health Education**

The course focuses on the materials and methods for developing health and safety concepts at the elementary level. Offered every spring.

### **ED 3332 Language Arts in the Elementary School**

The methods and materials for teaching communication skills in the elementary grades.

Prerequisites: Completion of the English core courses (EH 1301, EH 1302, HU 2310, EH 2303/2304), Fundamentals of Reading, Diagnostic and Prescriptive Reading, and admission into the Teacher Education Program. Offered every fall.

### **ED 3334 Fine Arts in the Classroom**

The methods, materials, and purposes for teaching music and art at the elementary level.

Prerequisite: Admission into the Teacher Education Program. Offered every fall.

### **ED 3333 Physical Education for Children**

The methods and activities important to the psychomotor development of children. Offered every fall.

### **ED 3335 Social Studies Methods**

The methods and models of teaching social studies at the elementary level. Prerequisites: Completion of the Social Studies core (HY 1301, HY 1302, HU 1310, HY 3360, SY 3311) and admission into the Teacher Education Program. Offered every fall.

### **ED 3340 The Exceptional Learner**

An overview of the nature and needs of exceptional children with techniques for adapting classroom instruction to the needs of the individual child. Prerequisites: Childhood and Adolescent Psychology (PY 3310). This course is offered every fall.

### **PY 3380 Educational Psychology**

An overview of the nature and needs of exceptional children with techniques for adapting classroom instruction to the needs of the individual child. Prerequisite: PY 3310 Childhood and Adolescent Psychology. Offered every spring.

### **ED 4317 Language and Literacy II**

An introduction to the field of children's literature. It includes reading a large number of children's books. Prerequisites: Admission into the Teacher Education Program, completion of the English core courses (EH 1301, EH 1302, HU 2310, EH 2303/2304) and ED 3332 Language Arts in the Elementary School. Offered every spring.

### **ED 4320 Assessment in Education**

An introduction and evaluation of traditional and nontraditional teaching, testing, records, and statistical processes commonly used in educational literature. Prerequisites: Senior standing and admission into the Teacher Education Program. Offered every fall.

### **ED 4327 Language and Literacy III**

The course focuses on the current trends and techniques in diagnosing pupil needs in reading, evaluating formal and informal reading assessment instruments, and identifying reading skills required in content areas. It is required for elementary education majors. Field experience is required. Prerequisites: Admission into the Teacher Education Program, completion of the English core courses (EH 1301, EH 1302, HU 2310, EH 2303/2304) and ED 3315 Fundamentals of Reading in the Elementary School. Offered every spring.

### **ED 4229 Materials & Methods of Teaching Secondary School Subjects**

The course focuses on the materials and methods of teaching as related to the purposes of education and characteristics of adolescents. Prerequisite: Admission into the Teacher Education Program. Spring or fall offering differs per each content area.

### **ED 4331 Science Methods**

The course focuses on the philosophy, curriculum, and teaching of elementary science concepts and scientific methods of observation and inquiry. Prerequisites: BIO 1300 and BIO 1100, PHY 1304 and PHY 1104, PHY 1305 and PHY 1105; and admission into the Teacher Education Program. Offered every fall.

### **ED 4341 Mathematics Methods**

The course focuses on the methods and materials for teaching quantitative concepts and reasoning in grades K-6. Prerequisites: Admission into the Teacher Education Program, completion of the math core requirements: MH 1340 Pre-Calculus Algebra, MH 2305 and MH 2306 Elementary Math I and II and a math elective. Offered every spring.

### **ED 4348 Classroom Management**

A study of interpersonal relationships among pupils, teachers, paraprofessionals, administrators, and parents. It also covers classroom procedures, management, and discipline techniques. Prerequisites: Senior standing and admission into the Teacher Education Program. Offered every spring.

#### **ED 4350 Seminar in Education**

Current issues in education, internship resources, and finding employment in education. The completion of an electronic portfolio is the center of the course activities. Concurrent enrollment in ED 4350 is required for candidates enrolling for the Internship and is open only to them. Offered every fall and spring.

#### **ED 4997 Internship in the Elementary School**

The course will provide a full-time directed candidate teaching for the full semester. It also provides a supervised experience allowing for candidate responsibility in the classroom. Prerequisites: Senior standing, admission into the Teacher Education Program, and approval of the Department Chairperson. Concurrent enrollment in ED 4350 is required. Offered every fall and spring.

#### **ED 4998 P-12 Internship in the School**

The course will provide a full-time directed candidate teaching for the full semester. It also provides a supervised experience allowing for candidate responsibility in the classroom. Prerequisites: Senior standing, admission into the Teacher Education Program, and approval by the Department Chairperson. Concurrent enrollment in ED 4350 is required. Offered every fall and spring.



# ENGLISH (EH)

## **Prerequisites for Literature Courses:**

Prerequisites for literature survey courses are as follows: Completion of six (6) hours of composition (EH 1301 & EH 1302) or six (6) hours of any Great Books courses **with a grade of C or higher**. Prerequisites for advanced literature courses (3000-4000-level) are as follows: Completion of three (3) hours of literature survey or nine (9) hours of any Great Books courses.

## **EH 0301 Fundamentals of Reading and Writing I**

A review of grammar and vocabulary with extensive practice in reading comprehension and paragraph writing. Required of entering students who score below the established norm on the English Placement Test. Institutional credit. The purpose is to prepare students to succeed in EH 0302 (Fundamentals of Reading and Writing II). Does not substitute for the EH 1301 or EH 1302 requirements. A grade of C or higher is required to pass this course. Offered every semester.

## **EH 0302 Fundamentals of Reading and Writing II**

A continuation of EH 0301 with emphasis on writing short essays. Required of entering students who score below the established norm on the English Placement Test or current students who have passed EH 0301 with a grade of C or higher. Institutional credit. The purpose is to prepare students to succeed in EH 1301 (English Composition I). Does not substitute for the EH 1301 or EH 1302 requirements. A grade of C or higher is required to pass this course. Offered every semester.

## **EH 1301 English Composition I**

Primarily designed to develop the writing of essays, with attention to critical reading skills. A grade of C or higher is required to pass this course. Offered every semester.

## **EH 1302 English Composition II**

The continuation of the reading and writing skills developed in EH 1301, with an emphasis on persuasive writing and argumentation. A major part of the course will be devoted to the



development of research skills. A grade of C or higher is required to pass this course.

Prerequisite: EH 1301 or equivalent. Offered every semester.

### **EH 1303 Speech Communication**

Instruction and practice in the theory and skills of oral communication, such as the organization and delivery of short speeches, reading aloud in public, group discussion, critical listening, and evaluation. Offered every semester.

### **EH 2301 Survey of English Literature I**

A chronological survey of English literature. Includes selected writers and writings from Beowulf to 1798. Prerequisites: EH 1301 and EH 1302 or equivalent with a grade of C or higher. Offered every semester.

### **EH 2303 Survey of American Literature I**

A chronological survey. Includes selected writings from William Bradford through Herman Melville. Prerequisites: EH 1301 and EH 1302 or equivalent with a grade of C or higher. Offered every semester.

### **EH 2304 Survey of American Literature II**

A chronological survey which includes selected writings from Walt Whitman through current American writers. Prerequisites: EH 1301 and EH 1302 or equivalent with a grade of C or higher. Offered every semester.

### **EH 3300 Creative Writing**

An introductory course in the writing of both poetry and short stories. Prerequisites: EH 1301 and EH 1302 with a grade of C or higher. Offered spring semester of odd years.

### **EH 3301 Advanced Composition**

Emphasizes clear, consistent, logical writing. Designed for English majors as well as students entering business or going on to graduate or professional schools. Students taking this course will complete 40-60 pages of writing, primarily in research/critical analysis format.

Prerequisites: EH 1301 and EH 1302 or equivalent with a grade of C or higher. Offered every spring semester.

### **EH 3302 Fiction Writing**

Emphasis will shift between discussion of the students' work and close reading of established fiction writers from an anthology. Prerequisite: EH 3300 or permission of the instructor. Offered fall semester of odd years.

### **EH 3304 Poetry Writing**

Emphasis will shift between discussion of the students' work and close reading of established poets from an anthology. Prerequisite: EH 3300 or permission of the instructor. Offered fall semester of even years.

### **EH 3315 Technical Writing**

A study of effective technical and professional communication that develops skills in proposal writing, technical report writing, document design, oral presentation, and basic research techniques through online and library sources. Students will read, write, and evaluate a number of short reports, including mechanism and product descriptions, instructions, abstracts and summaries, project proposals, and progress reports. Prerequisite: EH 1302 with grade of C or higher. Offered spring semester of even years.

### **EH 3321 Feature Writing**

Feature Writing examines feature articles in newspapers, magazines, and television and Internet news presentations in order to illustrate key principles and elements of good feature writing. Students will write and critique their own feature articles and sharpen interviewing and researching skills necessary for successful feature writing. Through lectures, discussions, videotapes, and guest speakers, students will learn how to publish their articles and to explore career opportunities as feature writers. Prerequisite: EH 1302 with grade of C or higher. Offered fall semester of odd years.

### **EH 3345 Young Adult Literature**

An introduction to literature appropriate for the adolescent reader. The course includes an overview of the history of young adult literature; an analysis of individual titles and characteristics; reading patterns and major concerns of adolescents; and methods for teaching reading and writing as they relate to literature in the secondary school. Prerequisite: Three (3) hours of literature survey or equivalent. Offered spring semester of even years.

### **EH 3365 American Writers Since 1800**

The course features major writers of fiction, poetry, or drama, as well as lesser known authors from 1800 to the present. Course content may vary with repeated offerings. Prerequisite: Three (3) hours of literature survey or equivalent. Offered fall semester of even years.

### **EH 3375 British Writers Since 1800**

The course features major writers of the British Isles as well as lesser-known authors from 1800 to the present. Course content may vary with repeated offerings. Prerequisite: Three (3) hours of literature survey or equivalent. Offered spring semester of even years.

### **EH 4229 Materials and Methods in English Language Arts**

The course focuses on the materials and methods of teaching as related to the field of English Language Arts and the purposes of education and characteristics of adolescents. Prerequisites: Admission into the teacher education program and concurrent enrollment in ED 4129. Offered every spring semester.

### **EH 4301 Literary Criticism**

This course examines various literary texts from the viewpoints of major critical theories of analysis and interpretation. Students apply the diverse critical approaches as they read and respond in writing to assigned fiction, poetry, or drama. Prerequisite: Three (3) hours of literature survey or equivalent. Offered fall semester of even years.

### **EH 4302 Advanced Fiction Writing**

This course provides further opportunity for developing the skills begun in EH 3302. In place of the short exercises included in EH 3302, the student will complete a third full-length short story and will have at least three individual conferences with the instructor. Prerequisite: EH 3302 or permission of the instructor. Offered spring semester of even years.

### **EH 4304 Advanced Poetry Writing**

This course provides further opportunity for developing the skills begun in EH 3304. Fewer exercises will be assigned, and the student will complete a thematic project of at least four original poems. Prerequisite: EH 3304 or permission of the instructor. Offered fall semester of odd years.

### **EH 4312 Internship**

Students, with the aid of the instructor, will explore areas relevant to their special interests and receive on-the-job training through an internship. Prerequisite: Three (3) hours of literature survey. Offered fall and spring semesters.

### **EH 4313 Shakespeare Survey**

A study of the major plays including histories, tragedies, and comedies, as well as the sonnets. Prerequisite: Three (3) hours of literature survey. Offered fall semester of odd years.

### **EH 4325 Studies in the Novel**

The course will consist of close reading and analysis of selected American or British novels from various time periods. Course content may vary with repeated offerings. Prerequisite: Three (3) hours of literature survey. Offered fall semester of odd years.

### **EH 4333 Chaucer and Medieval Studies**

An examination of the works of Geoffrey Chaucer, including *The Canterbury Tales*, and other major writings of the period with a view toward understanding social, political, and spiritual connections between the literary texts and medieval English society. Prerequisite: Three (3) hours of literature survey. Offered spring semester of odd years.

### **EH 4345 Film as Literature**

This course provides a forum to think about film as a literary production through discussion, analysis, critique, and composition. Students will write popular reviews and analytical responses, as well as a documented research project. Students will be exposed to a variety of films in multiple genres with a special emphasis on contemporary film. Prerequisite: Three (3) hours of literature survey. Offered fall semester of even years.

### **EH 4351 Studies in the English Language**

An introduction to the study of the English language, including the history of English. Emphasis will be placed on how the language works and on ways to describe it. Designed primarily for people interested in English, foreign language, and communications. Prerequisite: Three (3) hours of literature survey. Offered spring semester of even years.

### **EH 4353 Christian Modernists**

This course examines literature from Christian writers in the modern period with a view toward understanding the works as aesthetic expressions and responses to the distinct concerns of the period, including empiricism, political and personal sovereignty, subjectivism, and naturalism. Prerequisite: Three (3) hours of literature survey. Offered spring semester of odd years.

### **EH 4361 Special Topics**

This course will be a seminar featuring significant figures, movements, or issues in literature, language studies, or rhetoric with special attention to the methods and materials of scholarship. Other examples include legal writing, writing about social sciences or other disciplines, and reading and writing in cyberspace. Content varies with repeated offerings. Prerequisite: Three (3) hours of literature survey. Offered as scheduled on sufficient demand.

### **EH 4365 World Literature**

A close examination of classic and modern works. Content will vary. Prerequisite: Three (3) hours of literature survey. Offered fall semester of odd years.

## **Special Courses**

### **EH 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitation. Quizzes, tests, and examinations as appropriate. EH 2099 is open only to sophomores; EH 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1 - 3) will be set by the department head and approved by the Dean.



# STUDENT SUCCESS (FACE)

University-wide student success courses are offered to support academic success and development. FACE courses are overseen by the Behavioral Sciences area of the Department of Social and Behavioral Sciences.

## **FACE 1300 The College Edge: Success in Academics**

The College Edge focuses on practical strategies to help students – both traditional and non-traditional – progress from pre-college, through college and onto careers, through the discussion of a wide variety of topics such as study skills, working in groups, making presentations, conducting meetings, working with professors, and communication. This course is part of the University’s Student Success program and may be deemed a requirement for some students. Each student who is required to take this course must pass the course or repeat the course until it is passed. This course may also be taken as a general elective course for non-traditional students but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including Executive BBA, Executive BSB, BCJ, and HRM. (Offered every semester.)

## **Faulkner Foundations (FAF)**

University-wide orientation courses are offered to support academic success and development. Faulkner Foundations and Faulkner Foundations-Transfer courses are overseen by the Director of Student Success.

### **FAF 1111 Faulkner Foundations**

The Faulkner Foundations course focuses on the orientation of new students to Faulkner University and university life as a college student. The purpose of the class is to provide new students with academic and life skills necessary for college success. Faculty members from all disciplines lead the classes that are taught in such a way as to incorporate various teaching styles and to utilize a variety of speakers and extra-curricular activities. The course is a student's first introduction to Faulkner's Spiritual Formation Program and all of its components. In addition, students in each class will form a character community to enhance students' development of character traits as outlined by Faulkner's Spiritual Formation program. Course objectives include sessions on campus resources, study skills, time management, personal relationships, money management, health and wellness, and academic advising. This course is part of the University's Student Success program and is required of all new students or students with less than 13 hours of transfer credit. This course is taken as a general elective course but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including BBA, BCJ, and HRM. Prerequisites: None. Offered every semester.

### **FAF 2111 Faulkner Foundations-Transfer**

The Faulkner Foundations-Transfer course focuses on the orientation of transfer students to Faulkner University. The purpose of this class is to provide transfer students with the skills necessary to make a smooth transition from their previous college/university to Faulkner University. Faculty members from various disciplines lead the classes that are taught in such a way to engage the transfer student as he/ she: explores factors influencing the transition into Faulkner; develops skills to enhance academic success with a focus on student responsibility; and develops skills to enhance spiritual formation and a Christian worldview. In addition, students are introduced to Faulkner policies and procedures, campus facilities and resources, and University expectations and challenges. This course is part of the University's Student Success program and is required of all new students with more than 12 hours of transfer credit. This course is taken as a general elective course but cannot count for a psychology, counseling, sociology, criminal justice, or other social science requirement in any program including BBA, BCJ, and HRM. Prerequisites: None. Offered every semester.



# FAULKNER SERVICE LEARNING (FASL)

University-wide courses are offered in support of spiritual formation and engagement in service learning across the University. FASL courses are overseen by the Director of the Spiritual Formation Program.

All traditional students at Faulkner University must register for the appropriate FASL course. Students will register for one FASL course per academic year. FASL 1090, 2090, and 3090 are designed to assist students in exploring the connection of intellect, character and service through the performance of meaningful services to meet a specific community need of a local school, organization, or agency.

Students will register for FASL 1090 concurrent with FAF 1111. Transfer students will enroll in the appropriate FASL class based on number of transfer credits concurrent with FAF 2111. FASL 4190 is designed as the capstone course for the sequence. Students will take this course concurrent with BI 4311 Christian Cultural Heritage and will also complete several assessment pieces relating to the Spiritual Formation Program elements as a part of the course requirement.

## **FASL 1090 Experience in Service Learning I**

The Experience in Service Learning I is designed to promote the exploration of the connection of intellect, character, and service through the performance of meaningful services to meet a specific community need of a local school, organization, or agency. Students must complete an average of 20 hours of approved service learning hours per semester (40 hours per academic year).

## **FASL 2090 Experience in Service Learning II**

The Experience in Service Learning II is designed to promote the exploration of the connection of intellect, character, and service through the performance of meaningful services to meet a specific community need of a local school, organization, or agency. Students must complete an



average of 20 hours of approved service learning hours per semester (40 hours per academic year).

### **FASL 3090 Experience in Service Learning III**

The Experience in Service Learning III is designed to promote the exploration of the connection of intellect, character, and service through the performance of meaningful services to meet a specific community need of a local school, organization, or agency. Students must complete an average of 20 hours of approved service learning hours per semester (40 hours per academic year).

### **FASL 4190 Experience in Service Learning IV**

The Experience in Service Learning IV is designed as the capstone for exploration of the connection of intellect, character, and service through the performance of meaningful services to meet a specific community need of a local school, organization, or agency. Students must complete an average of 20 hours of approved service-learning hours per semester (40 hours per academic year). Students will register for FASL 4190 concurrent with BI 4311.



# FRENCH (FR)

## **FR 1311 French I**

An introduction to the basic skills of speaking, understanding, reading, and writing. Prerequisite: Eligibility for EH 1301. Offered on demand.

## **FR 1312 French II**

A continuation of FR 1311. Prerequisite: FR 1311 or equivalent. Offered on demand.

## **FR 2321 French III**

Further study of basic grammar with emphasis on composition and reading. Prerequisite: FR 1312 or equivalent. Offered on demand.

## **FR 2322 French IV**

Grammar review, reading, and conversation. Prerequisite: FR 2321 or equivalent. Offered on demand.



# YOUTH & FAMILY MINISTRY (FY)

## **FY 2330 Parent-Child Relationships**

A study of the skills and concepts of parenting with an emphasis on the management and discipline of errant behavior. Prerequisite: PY 1310.

## **FY 2390 Introduction to the Study of Family Violence**

This course will provide an introductory study of the problems and the effects of family violence and examine current societal responses to this increasing problem. It is designed to dispel the many myths that surround the various types of family violence.

## **FY 3310 Childhood and Adolescence**

An examination of physical, emotional, and intellectual development from childhood through adolescence. Prerequisite: PY 1310. Recommended: PY 3300.

## **FY 3313 Human Sexuality**

An overview of human sexual development and behavior from the biblical perspective with an emphasis on making a connection between course material and the real world, especially with respect to the student's personal and professional life. Prerequisite: PY 1310. Recommended: PY 3300.

## **FY 3330 Youth and Family Ministry in the Local Church**

Biblical principles and practical techniques for designing and implementing church programs to enrich family life and encourage church-home cooperation.

## **FY 3390 Family Violence**

This course will provide students with an in-depth study of the problems of violence in families including spouse abuse, child abuse, elder abuse, as well as the dynamics and dangers of violent relationships. The study will examine the root causes of family violence and the devastation, multigenerational effects of violence on its victims and society. Students will study current

societal responses to family violence including protection services, treatment programs, legal defense strategies, and current legislation.



# GREAT BOOKS (GB)

## GREAT BOOKS HONORS (GB)

### **GB 1300 Introduction to Great Books**

Utilizing the discussion approach, this course explores works of literature, philosophy, religion, and political thought from the ancient world to the modern. Extensive reading, writing, and verbal participation are required. (GB 1300 is not a part of the Great Books core and represents a bridge course to the honors program. Students who successfully complete the course and receive director approval will officially join the Great Books Honors Program and may continue with the rest of the Great Books course work.) (Replaces EH 1301 or 1302.) Prerequisites: None. Offered every fall semester.

### **GB 1301 Great Books I**

Utilizing the discussion approach, this course explores works of literature, philosophy, religion, and political thought of the ancient world. Authors include, but are not limited to, Homer, Plato, Aristotle, Aeschylus, Sophocles, Euripides, Aristophanes, Virgil, and Augustine. The course requires intensive work in reading, writing, and participation in class conversation. (Replaces HU 1310 or EH 1301.) Prerequisite: None. Offered every fall semester.

### **GB 1302 Great Books II**

Utilizing the discussion approach, this course explores works of literature, philosophy, religion, and political thought of the Middle Ages and Renaissance. Authors include, but are not limited to, Aquinas, Dante, Machiavelli, More, Luther, Calvin, and Shakespeare. The course requires intensive work in reading, writing, and participation in class conversation. (Replaces HU 1320 or EH 1302.) Prerequisite: None. Offered every spring semester.

### **GB 2301 Great Books III**

Utilizing the discussion approach, this course explores works of literature, philosophy, religion, and political thought of the Enlightenment and Romantic era. Authors include, but are not limited to, Descartes, Milton, Locke, Voltaire, Rousseau, Kant, Wordsworth, and Austen. The

course requires intensive work in reading, writing, and participation in class conversation. (Replaces HU 2310 or EH 1301/1302.) Prerequisite: None. Offered every fall semester.

#### **GB 2302 Great Books IV**

Utilizing the discussion approach, this course explores works of literature, philosophy, religion, and political thought of the modern world. Authors include, but are not limited to, Kierkegaard, Marx, Dostoevsky, Sartre, Camus, Brecht, Auden, Eliot, Nietzsche, and Solzhenitsyn. The course requires intensive work in reading, writing, and participation in class conversation. (Replaces EH 1301/1302.) Prerequisite: None. Offered every spring semester.

#### **GB 3301 Great Books V**

Utilizing the discussion approach, this course explores works of Christian formation through the centuries. Authors include, but are not limited to, Irenaeus, Polycarp, Athanasius, Ignatius, Gregory of Nazianzus, Basil the Great, Ambrose, Gregory the Great, Benedict, John of the Cross, Teresa of Avila, The Cloud of Unknowing, Ignatius of Loyola, and Thomas a Kempis. The course requires intensive work in reading, writing, and participation in class conversation. (Replaces EH 1301/1302.) Prerequisite: None. Offered every fall semester.

#### **Contract Courses**

Great Books Honors students are allowed to enter into two upper level courses and contract with the professor of that course. The honors work will be qualitatively richer. Details of these courses are in the Great Books Honors College Handbook.

#### **GB 3302 Great Books Thesis**

Great Books students will be taken one semester prior to or the anticipated semester of the student's anticipated graduation. This course will be a guided class where each student will select his/her committee, examine a topic, develop a prospectus, set a timeline, and complete the thesis. Details of this course are in the Great Books Honors College Handbook. Prerequisite: None. Offered every fall and spring semester.



# GERMAN (GER)

## **GER 1301 German I**

An introduction to the basic skills of speaking, understanding, reading and writing.

Prerequisite: Eligibility for EH 1301. Offered on demand.

## **GER 1302 German II**

A continuation of GER 1301. Prerequisite: GER 1301 or equivalent. Offered on demand.

## **GER 2301 German III**

Further study of basic grammar with emphasis on composition and reading. Prerequisite: GER 1302 or equivalent. Offered on demand.

## **GER 2302 German IV**

Grammar review, reading, and conversation. Prerequisite: GER 2301 or equivalent. Offered on demand.



# HUMAN RESOURCE MANAGEMENT (HRM)

## Module 1

### **HRM 4300 Organizational Behavior**

A survey of employee behavior and how various factors affect organizational effectiveness. Students develop an understanding of organizational structure, corporate culture, and how motivation and proper leadership result in a successful organization. This module lasts five weeks.

## Module 2

### **HRM 4311 Supervision and Management**

This course is intended to survey the concepts of supervision and provide a perspective on the supervisory process as it pertains to management. Leadership, delegation, motivation, and conflict resolution are discussion components of this course. Learning is facilitated by discussion and interaction of practical situations relevant to supervision methods and techniques. This module lasts five weeks.

## Module 3

### **HRM 3300 Research Methods in Management**

This module concerns the teaching of basic research methods the student will use in the preparation of the Research Project (Module 11). It includes the methodological approaches to research, the methods of data collection, and evaluation techniques. Examples of research are presented and the student will complete the first steps of the Research Project, including the topic proposal. This module lasts five weeks.

## Module 4



### **HRM 3310 Statistical Methods and Research**

Problem analysis and evaluation techniques are presented. Students are shown methods for defining, researching, analyzing, and evaluating a problem or opportunity. This module lasts five weeks.

### **Module 5**

### **HRM 4310 Management Information Systems**

An overview of business information systems with focus on managerial decision making. Emphasis on managerial familiarity with modern information systems, terms, and applications. This module lasts five weeks.

### **Module 6**

### **HRM 3320 Effective Interpersonal Relations**

This module investigates communication and relationships in creating a productive work environment. Effectiveness in creating personal and social relationships is covered through readings and exercises. Topics pertain to nonverbal communication, constructive feedback, dealing with anger, and resolving conflict. Students develop a model for effective relationships. This module lasts five weeks.

### **Module 7**

### **HRM 3331 Biblical Perspectives**

This module reflects the commitment as a Christian, liberal arts University to nurturing an appreciation for the rich resources of the Scriptures for creative, personal faith and human life in the understanding of the literature and history of the Bible and to integrate faith, learning, and living. This module lasts five weeks.

### **Module 8**

### **HRM 4330 Human Resource Management**

Students explore the values and perceptions of selected groups affecting social and economic life through a survey of policies and practices regarding recruitment, selection, and compensation of employees. There is an overview of employment legislation through a series of case studies and simulations. This module lasts five weeks.

### **Module 9**

### **HRM 4381 Management and the Family**

This is an overview of family values from a Christian perspective to broaden learning horizons that would be beneficial to strengthening family structure, ties, and relationships that contribute to professional development in today's complex business environment. This module lasts five weeks.

## **Module 10**

### **HRM 4341 Business Ethics & Values**

In this module the student formulates a philosophy of life, providing the base for such concerns as ethics in business, accountability in government, respect for human rights, and a responsible lifestyle in a contemporary world. Ethical theories and personal values are examined through readings, an understanding of the workplace, and classroom discussion. This module lasts five weeks.

### **HRM 4199, 4399, 4299 Research Project**

The Research Project examines a problem or opportunity in the student's work or community environment. Each student combines his/her research and practical implementation of theories and concepts in order to develop a Project. The Project is then written and presented to the class instructor.

## **Semester 1 Fully Online Courses**

### **HRM 3341 Survey of Management**

This course provides a general understanding of the variable content within the management area. It places emphasis on the core concepts and applications that make up the fundamentals of management. The development of diagnostic and analytical skills is highlighted. Critical and abstract thinking, which is necessary for successful management, is examined.

### **HRM 3140 Perspectives of Management**

Overview and case studies designed to promote understanding of core concepts and applications that make up the fundamentals of management.

## **Semester 2 Fully Online Courses**

### **HRM 4383 Survey of International Management**

This course surveys trends in international business from a managerial perspective. There is also an overview of the global economy and a focus on multinational cultures.

### **HRM 4183 Perspectives of International Management**

Overview and case studies designed to promote understanding of trends in international business from a managerial perspective, the global economy, and multinational cultures.

### **Semester 3 Fully Online Courses**

#### **HRM 4391 Survey of Training and Development of Human Resources**

This course gives a general understanding of the nature of the training and development function within organizations. It includes training needs analyses, training philosophies, program development, implementation, and evaluation.

#### **HRM 4191 Perspectives of Training and Development of Human Resources**

Overview and case studies designed to promote understanding of the nature of the training and development function within organizations, including training needs analyses, training philosophies, program development, implementation, and evaluation.

### **Health Administration Emphasis (Optional) Courses**

#### **HRM 4386 Survey of Health Administration**

This course is intended to survey health organizations from both service and financial perspectives. Management topics in context of the healthcare industry will be discussed. Organizational design, healthcare leadership and the future of healthcare are components of this course.

#### **HRM 4387 Healthcare Economics and Public Policy**

This course is designed to provide an overview of current economic issues and trends in the healthcare industry, as well as techniques that will assist in dealing with such effectively. Public, socio-economic, and business issues pertaining to healthcare will be discussed.

#### **HRM 4388 Managed Care, Policies and Implications**

This course is intended to provide students an understanding of the managed care systems and their impact on the delivery and practice of healthcare. Potential benefits, inherent limitations, along with the legal, social, and ethical implications of managed care as a healthcare delivery system will be discussed.

#### **HRM 4389 Medical Office Supervision, Coding and Billing**

This course will introduce the student to the managerial functions and tasks associated with a medical office with specific focus on medical coding and billing. Topics of discussion include

supervisory concepts pertinent to healthcare settings. Medical documentation for insurance and agency reimbursement and financial records management are components of this course.



# HUMANITIES (HU)

## **HU 1309 Technology and Society**

An examination of key ideas and issues in the history and philosophy of technology through the use of Great Books readings. Readings may include, but are not limited to, works from the Bible, Bradbury, Postman, Aeschylus, Bacon, Lewis, and Berry. Offered on demand.

## **HU 1310 Western Cultural Heritage I**

A chronological investigation of humanity in Western civilization undertaken through the study of art, music, literature, politics, philosophy, and theology from antiquity to the early medieval world (800 A.D.). The historical experience of man and his cultural expressions and values are interpreted through a Christian worldview as the best means to understand the nature of man. Prerequisite: Eligibility for EH 1301. Offered every semester.

## **HU 1320 Western Cultural Heritage II**

A chronological investigation of humanity in Western civilization undertaken through the study of art, music, literature, politics, philosophy, and theology from the early medieval world (800 A.D.) through the Baroque period. The historical experience of man and his cultural expressions and values are interpreted through a Christian worldview as the best means to understand the nature of man. Prerequisite: Eligibility for EH 1301. Recommended: HU 1310. Offered every semester.

## **HU 2310 Western Cultural Heritage III**

A chronological investigation of humanity in Western civilization undertaken through the study of art, music, literature, politics, philosophy, and theology from the Baroque period to the present day. The historical experience of man and his cultural expressions and values are interpreted through a Christian worldview as the best means to understand the nature of man. Prerequisite: Eligibility for EH 1301. Recommended: HU 1310 and HU 1320. Offered every semester.

### **HU 2315 Western Tradition I**

A chronological investigation of humanity in Western society undertaken through the study of art, music, literature, politics, philosophy, and theology from antiquity to the late medieval world (ca. 1500 A.D.). The historical experience of man and his cultural expressions and values are interpreted through a Christian worldview as the best means to understand the nature of man. Prerequisite: Eligibility for EH 1301. Offered every semester.

### **HU 2325 Western Tradition II**

A chronological investigation of humanity in Western society undertaken through the study of art, music, literature, politics, philosophy, and theology from the Italian Renaissance to the 21<sup>st</sup> century. The historical experience of man and his cultural expressions and values are interpreted through a Christian worldview as the best means to understand the nature of man. Prerequisite: Eligibility for EH 1301. Offered every semester.

### **HU 2330 How Markets Work**

An investigation of how markets work in providing for production, allocation of resources and products, and incomes. It explains that an effective system of markets is dependent on foundational and philosophical requisites from law, government, and the culture. Part of the Intercollegiate Philosophy, Politics, and Economics (IPPE) program.

### **HU 3301 Western Philosophic Heritage**

A reading of primary sources of philosophic inquiry in Western civilization with emphasis on historical and thematic developments. Major influential philosophies are assessed by way of the teachings and values of the Christian faith. Prerequisites: HU 1310, HU 1320, and HU 2310 or equivalent Great Books Honors College courses or permission of the instructor. Offered odd fall semesters.

### **HU 3302 Moral Philosophy**

An investigation into the fundamental principles, basic concepts, and justification of human action individually and in community. Both theistic and non-theistic philosophic approaches to ethical systems are considered and assessed in light of Christian ethical principles. Prerequisite: HU 3301 or permission of the instructor. Offered even spring semesters.

### **HU 3303 Logic for Liberal Arts**

A course in formal logic and traditional critical thinking. Its primary purpose is to develop the ability to properly appraise reasoning and arguments of all types, including arguments within scientific, political, religious, social, cultural, and moral arenas. Special attention will be given to the following: distinguishing arguments from non-arguments, deductive validity, inductive

arguments, material and formal fallacies, persuasive techniques used within culture, constructing good arguments, and evaluating arguments typically encountered within the liberal arts and everyday life. Prerequisite: Junior standing or permission of the instructor. Offered even fall semesters.

### **HU 3310 Philosophy and the Good Life**

An investigation of our understanding of a good life and the ordering of goods it requires. Part of the Intercollegiate Philosophy, Politics, and Economics (IPPE) program.

### **HU 3320 Philosophy and the Utopian Temptation**

An introduction to the distinctive character of modern ideological politics, and the way that political philosophers have critiqued ideology and utopian thinking. Part of the Intercollegiate Philosophy, Politics, and Economics (IPPE) program.

### **HU 3330 The Pursuit of Happiness: Culture, Government, Market**

An investigation of how market and government institutions operate together in a cultural milieu that itself is the product of social interactions and these same institutions. Part of the Intercollegiate Philosophy, Politics, and Economics (IPPE) program.

### **HU 3360 World Regional Geography**

A chronological study of the impact of the physical environment on world cultural landscapes with an emphasis on the development of man-made features of the present.

### **HU 4300 Senior Seminar in the Humanities**

A capstone to the Liberal Arts curriculum in which the various disciplines are applied in a reflective/research project concerning the multiple aspects of human existence. The project is intended to demonstrate the relationship between the Christian faith and human learning. Prerequisite: Senior standing. Offered every spring.

### **HU 4324 Logic for Liberal Arts**

An investigation of key ideas and issues in logic through the use of Great Books readings. Readings may include, but are not limited to works from Plato, Aristotle, John of Salisbury, Kant, and Maritain.

### **HU 4326 - Moral Philosophy for Liberal Arts**

An investigation of key ideas and issues in the history and philosophy of virtue and vice through the use of Great Books readings. Readings may include, but are not limited to works from Plato, Aristotle, Epictetus, Cicero, Plutarch, Augustine, Aquinas, and Lewis.

### **HU 4328 - Readings in Christian Humanism**

An investigation of key ideas and issues in the history and philosophy of Christian Humanism through the use of Great Books readings. Readings may include, but are not limited to works from Tertullian, Jerome, Augustine, Ambrose, Aquinas, Dante, Petrarch, Milton, and Lewis.

### **HU 4331 Beauty and the Liberal Arts**

An investigation of key ideas and issues in the history and philosophy of art and aesthetics through the use of Great Books readings. Readings may include, but are not limited to works from Plato, Aristotle, Tolstoy, Hume, Kant, Dickie, and Collingwood.

## **Special Courses**

### **HU 2099/3099 Individualized Study**

This course may include a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations may be appropriate. HU 2099 is open to sophomores only; HU 3099 is open to juniors and seniors. May be repeated for credit. Number of credits awarded (1-3) will be set by department head and approved by the Dean.

### **HU 4360-4361 Special Topics**

A seminar featuring significant figures, movements, or issues in the humanities, especially those concerning major moral and spiritual questions facing Western society in the 21st century. Examples include modern conservatism or liberalism, the postmodern mind, authors who write across disciplines such as C.S. Lewis or Russell Kirk, and issues such as abortion or human cloning. Special emphasis is given to Christian perspectives on the topics under consideration. Offered on demand.

### **HU 4390 Internship**

Supervised work experience in a professional, regional, community, or educational environment. Prerequisite: Departmental approval. Offered on demand.

**[Other courses offered through the Humanities department using other prefixes.]**

## **RELIGION (REL)**

### **REL 4311 - Readings in Religious Classics**

An investigation of religious classics of the Western tradition through the use of Great Books readings. Readings may include, but are not limited to works from the Bible, early church



fathers, Augustine, Thomas à Kempis, Ignatius, John of the Cross, Erasmus, Bonhoeffer, and Lewis. Offered every .



# HISTORY (HY)

Frequency of offerings for the next 5 years is indicated at the end of each course description.

## **HY 1301 Survey of United States History to 1877**

A study of the development of the U.S. from the colonial period to the Civil War. Offered every semester.

## **HY 1302 Survey of United States History from 1877 to Present**

A study of the development of modern America from the Civil War to the present. Offered every semester.

## **HY 2300 Computers in the Social Sciences**

A study of advanced techniques for word processing, database creation and manipulation, spreadsheets, presentation creation, Internet research, and statistical analysis applicable to the Social Sciences. Offered every spring semester.

## **HY 2301 Western Civilization to A.D. 1648**

A study of the political, military, economic, and social changes that have shaped the modern world. Offered every fall.

## **HY 2302 Western Civilization from 1648 to Present**

A study of the political, military, economic, and social changes that have shaped the modern world. Offered on demand.

## **HY 2320 American Cultural Heritage**

Fourth course in a series of Cultural Heritage sequence reflecting peculiarly American contributions to Western Cultural Heritage. Offered every fall and spring semester.

### **HY 2303 Introduction to African-American History**

A survey of the important contributions of African-Americans to the texture of American History. The course content will include the significant developments in black culture, religion, and political awareness from 1619 to the present. Offered on demand.

### **HY 2306 Introduction to Alabama History**

An introduction to the study of the social, economic, cultural, and political history of Alabama from the days of its settlement to the present. Offered on demand in the adult program.

### **HY 3303 African-American History**

An advanced study of the important contributions of African-Americans to the texture of American History. The course content will include the significant developments in black culture, religion, and political awareness from 1619 to the present. Offered even fall semesters.

### **HY 3304 The Civil War and Reconstruction**

A study of the causes of the Civil War, Civil War battlefield strategy, and the nature and results of Reconstruction. Offered odd spring semesters.

### **HY 3305 Modern America**

A study of the causes and effects of the nineteenth century American industrial revolution, the wars of the twentieth century, and the political, economic, and social changes of the twentieth century. Offered odd fall semesters.

### **HY 3306 History of Alabama**

A study of the social, economic, cultural and political history of Alabama from the days of its settlement to the present. Offered even spring semesters.

### **HY 3307 Non-Western Civilization**

An interdisciplinary survey of major past and present non-western civilizations with emphasis given to social, economic, political, religious, intellectual, and artistic achievements in selected regions and historical periods to help students develop a broader perspective of non-western culture. Offered even fall semesters.

### **HY 3313 History of the Civil Rights Movement**

A survey of the important contributions of the Civil Rights Movement to American history. The course content will include the significant developments in African-American political activities and cultural awareness from 1954 to the present. Offered odd spring semesters.

### **HY 3314 History of Women in America**

A survey of the impact of women on American history and their contributions and influences on the political, economic, and cultural development of American society. Offered odd fall semesters.

### **HY 3315 Oral History**

This course is designed to give the student the skills necessary to conduct oral history research by interviewing eyewitnesses to historical events and then transcribing and editing the results. These completed oral history projects can then be housed in the library and used as primary source materials for researchers. Offered even spring semesters.

### **HY 4129 Materials and Methods in History and the Social Sciences**

The course focuses on the materials and methods of teaching as related to the field of Social Science and the purposes of education and characteristics of adolescents. Prerequisites: Admission into the teacher education program, consent of the instructor, and concurrent enrollment in ED 4229.

### **HY 4301 Medieval Europe (476 to 1350)**

A study of medieval Europe, with emphasis on the roots of modern institutions and patterns of thought (the university, common law, etc.). Offered odd fall semesters.

### **HY 4302 Renaissance and Reformation Europe (1350 to 1648)**

A study of the Renaissance and Reformation and their influence on the emergence of modernity in Western thought, especially the beginnings of constitutionalism, rationalism, and the scientific revolution. Offered even spring semesters.

### **HY 4303 Early Modern Europe (1648 to 1870)**

A study of the Renaissance and Reformation and their influence on the emergence of modernity in Western thought, especially the beginnings of constitutionalism, rationalism, and the scientific revolution. Offered even fall semesters.

### **HY 4304 Modern Europe from 1870 to the Present**

A survey of the social, economic, political, and military forces that have shaped modern Europe. Offered odd spring semesters.

### **HY 4305 English History Since 1066**

A study of the making of the English nation from the Norman Conquest to the present. Offered on demand.

**HY 4311 Readings and Analytical Writing in History (PS 4311)**

Readings and analytical historical writing covering selected topics in U.S. or World History. The major emphasis of this course is the mastery of analytical skills and writing techniques used by historians in pursuit of their craft. Offered every spring.

**HY 4313 Historiography and the Philosophy of History**

A detailed study of history as a distinct discipline and its related field of historical interpretation. Special emphasis will be given to the development of the Philosophy of History in Western culture. Prerequisite: Permission of the instructor. Offered every fall.

**HY 4350 Internship (PS 4350)**

An extensive and detailed internship in Historical or Political Science Research with agencies such as the Alabama Archives, the Alabama Court System, or the Alabama Historical Commission. Offered every semester.

**HY 4370 Senior Seminar in Social Sciences**

A study emphasizing the interrelationship of the several social science disciplines. Offered every fall.

**Special Courses****HY 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. HY 2099 is open to sophomores only; HY 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by Dean.



# INFORMATICS (INF)

## **INF 1320 Information Design**

Information production and consumption philosophies as they relate to the interactivity between technology and people. Efficiency and effectiveness in Information design will be studied from the user's perspective. Offered every fall semester.

## **INF 1325 Information Design and Evaluation**

Exposure to advanced design concepts from the perspective of human-computer interaction; includes system prototyping and evaluative strategies for effective usability testing, analysis, and reporting. Prerequisite: INF 1320. Offered every spring semester.

## **INF 2315 Information, Ethics and Society**

A review of ethical considerations and society's attitude toward information production, ownership, distribution and use by individuals and organizations will be presented. Ethical scenarios in context of ISO standards and U.S. information-related laws will also be discussed. Offered every fall semester.

## **INF 3350 Database Systems for Informatics**

This course acquaints students with the proper procedures to create databases suitable for coursework, professional purposes, and personal use. It is a hands-on exercise-oriented course that allows students to learn by doing, exposing them to practical examples of the computer as a useful tool. Prerequisites: INF 1325, CSIS 2305, CSIS 2376. Offered even fall semesters.

## **INF 3360 User Interface Design**

Introduction to the design, implementation, and evaluation of human-computer interfaces with emphasis on user-centered design and graphical user interfaces (GUI). Stresses the importance and necessity of effective user interface design. Prerequisite: a grade of C or better in CSIS 2306. Offered odd fall semesters.

### **INF 4310 Evaluation of Information Systems**

Introduction to the concepts of cognitive and human information processing, their application to information systems design, and assessment of the usability and usefulness of information systems. Prerequisite: INF 3350, EH 3315. Offered even spring semesters.

### **INF 4365 Project Management for Informatics**

Introduction to the concepts and skills needed to perform heuristic evaluations of information systems while accounting for system and administrative constraints, potential users and stakeholders. Prerequisite: CSIS 2306. Offered odd fall semesters.

### **INF 4380 Internship/Project in Informatics**

Supervised work experience in the field of Informatics. Students planning to take this course need to consult with their advisor so they can be appropriately placed in an internship or assigned a project in the department. Prerequisites: Senior status in INF and permission of instructor. Offered even fall semesters.


### **INF 4390 Seminar in Informatics**

An overview of current trends in Informatics. A forum for discussion and presentation of current issues in Informatics; guest lecturers and practitioners will be invited. Prerequisites: Senior status in INF and permission of instructor. Offered odd spring semesters.

## **Special Courses**

### **INF 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitations; quizzes, tests, and examinations as appropriate. INF 2099 is open only to sophomores; INF 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1- 3) will be set by department chair and approved by the Dean.



# INFORMATION SYSTEMS & TECHNOLOGY (IST)

## **IST 3310 Principles of Information Systems & Technology**

An in-depth review of Information Systems from a technological perspective. Reflection upon the integration of Information Systems and Technology. An overview of Information Systems as it impacts the “human side of enterprise.” Offered intermittently at discretion of department.

## **IST 3315 Network Management**

Configuration of small to medium sized networks, including PCs and servers. Focus on operational aspects of existing networks for smooth functioning. Overview of wireless networks and network security. Offered intermittently at discretion of department.

## **IST 3325 Technological Configuration & Troubleshooting**

A practical “hands-on” approach to the design and operation of PCs in the workplace today. Emphasis on diagnostics, installation of various components, and troubleshooting of systems to keep them functional and operational. Offered intermittently at discretion of department.





# INTERDISCIPLINARY STUDIES (IDS)

## **IDS 2300 Academic Foundations of Interdisciplinary Studies**

an introductory course designed to provide students with an introduction to the major approaches and applications of interdisciplinary studies through an examination of disciplinary and interdisciplinary thinking. It will give students the tools to begin integrating areas of study, and teach students how to match career objectives to educational goals via development of an individual plan of study.

## **IDS 4301 Interdisciplinary Capstone Experience**

This is a capstone course following the completion of all IDS academic coursework. It is designed to apply interdisciplinary degree coursework to a service learning, internship, or senior thesis project. It will utilize all prior learning in the coursework to provide a summation of the program as designed by the student. This is a capstone course, thus the student must have completed all other requirements for the IDS program, including IDS 2300.



# ITALIAN (IT)

## **IT 1301 Italian I**

An introduction to the basic skills of speaking, understanding, reading and writing.  
Prerequisite: Eligibility for EH 1301. Offered on demand.

## **IT 1302 Italian II**

A continuation of IT 1301. Prerequisite: IT 1301 or equivalent. Offered on demand.



# LATIN (LAT)

## **LAT 1301 Latin I**

An introduction to the Latin language, including vocabulary, grammar, style, and techniques in reading and translation. Prerequisite: Eligibility for EH 1301. Offered every fall.

## **LAT 1302 Latin II**

Completion of the study of Latin grammar and syntax begun in Latin I with continuation of reading and translation. Prerequisite: LAT 1301 or equivalent. Offered every spring.

## **LAT 2301 Latin III**

Translation of passages through readings selected from Latin authors, such as Caesar, Sallust, and Cicero. A systematic review of Latin grammar and syntax. Prerequisite: LAT 1302 or equivalent. Offered on demand.

## **LAT 2302 Latin IV**

Translation of passages through readings selected from Latin authors, such as Vergil, Ovid, Plautus, Horace, and Catullus. Prerequisite: LAT 2301 or equivalent. Offered on demand.



# LEGAL STUDIES (LS)

## **LS 1300 Introduction to Paralegalism I**

This course provides an overview of the paralegal profession. The course includes an introduction to legal terminology, the judicial system, legal ethics, legal research and writing, substantive law, and paralegal ethics. This course also provides an overview of job search skills specific to the paralegal profession. Students will be introduced to Westnext and CasemakerX for legal research. No prerequisites. Students enrolled in Fundamentals of Reading and Writing (EH 0301 or EH 0302) will not be allowed to take this class without the approval of the LS Director. LS 1300 is a prerequisite for all LS courses. Usually offered every fall and spring semester.

## **LS 1310 Introduction to Legal Research & Writing**

This course provides students with an introduction to legal resources and legal research using the book method and using computerized methods. Students continue to develop their legal citation skills and their ability to properly format various legal documents. LS1300 is a prerequisite for this course. Usually offered every fall and spring semester.

## **LS 1320 Law Office Management**

This course is to familiarize paralegal students with the working environment of the law office and ensure that students entering an internship or the workforce have the practical functional skills critical for working in an office environment. Students will be introduced to CLIO, Alacourt and Pacer to prepare them for working in an office environment. Prerequisites: LS 1300, LS 1310. Usually offered every spring and summer semester.

## **LS 2190 Paralegal Portfolio**

A purposeful collection of student work that is accumulated throughout the student's studies. Under the guidance of faculty, students must submit material that reveals the extent of student learning, achievement, and development. The paralegal portfolio is intended to assess acquired knowledge and competence in areas considered necessary to successfully work as a

paralegal/legal assistant. Prerequisites: LS 1300, LS 1310, LS 1320, LS 2335. This course is taken at the conclusion of the Legal Studies Program. Approval of Legal Studies Director required for enrollment. Usually offered every fall semester.

### **LS 2304 Paralegal Ethics**

This course will introduce students to the types of moral and ethical dilemmas encountered in the legal field: generally to the ethical rules developed by the American Bar Association, and specifically, to the rules adopted by the State of Alabama for the regulation of attorney and paralegal conduct and the model codes of paralegal associations. Prerequisite: LS 1300. Usually offered every fall and summer semester.

### **LS 2310 Family Law**

This course covers legal areas pertaining to the family: divorce, marital rights, property division, child custody, and alimony. Also includes an emphasis on practical skills and ethical considerations relative to the family law paralegal. Prerequisites: LS 1300, LS 1310. Usually offered odd spring semesters.

### **LS 2320 Real Property Law**

Covers the law and legal procedures peculiar to real property such as buying/selling real estate, abstracts of titles, deeds, leases, easements, legal descriptions, conveyances, and landlord-tenant relationships. Also includes an emphasis on practical skills and ethical considerations relative to the family law paralegal. Prerequisites: LS 1300, LS 1310. Usually offered even spring semesters.

### **LS 2330 Probate, Wills, Estates and Trusts**

Covers the process of estate planning and probate, with emphasis on will drafting, creation of trusts, probate administration, guardianships, and conservatorships. Includes an emphasis on practical skills and ethical considerations relative to the probate law paralegal. Prerequisites: LS 1300, LS 1310. Usually offered even fall semesters.

### **LS 2335 Computer-based Legal Research**

This course provides a hands-on computer oriented course to familiarize students with commercial software packages used in law offices. Particular emphasis is on the use of Westlaw, Lexis, and the Internet. The course also includes an emphasis on advanced legal research and writing projects. Prerequisites: LS 1300, LS 1310, EH 1301, EH 1302, CIS 1302. Usually offered every spring and summer semester.

### **LS 2340 Civil Procedure**

Provides an analysis of the litigation process covering discovery methods, rules of evidence, court systems, settlement and post litigation procedures. Also includes an emphasis on practical civil procedure skills and ethical considerations relative to the paralegal. Prerequisites: LS 1300, LS 1310. Usually offered every fall semester.

#### **LS 2341 Evidence for Paralegals**

A study of the rules of evidence applicable to admissibility requirements, burden of proof, testimonial privileges, hearsay rule, opinion testimony, documentary and real evidence. Also provides an overview of the typical responsibilities of the paralegal in the collection and presentation of evidence. Prerequisites: LS 1300, LS 1310. Usually offered every spring semester.

#### **LS 2346 Criminal Law and Procedure**

This course provides an introduction and analysis of applicable substantive criminal law and criminal procedure. This course also provides an emphasis on practical paralegal skills and ethical guidelines for the criminal law paralegal. Prerequisites: LS 1300, LS 1310. 443 Usually offered even spring semesters.

#### **LS 2350/4350 Legal Studies Directed Study**

This course includes an advanced independent preparation for the Certified Legal Assistant Examination (CLA Exam) under faculty direction. Prerequisites: LS 1300, LS 1310. Approval of Legal Studies Director is required for enrollment. Usually offered every fall semester.

#### **LS 2360/4360 Legal Studies Internship**

This course offers the student a supervised work experience as a public or private sector paralegal. This course also emphasizes an understanding of the legal office work culture, job search skills, and oral communication skills. Prerequisites: LS 1300, LS 1310. Usually offered every summer and fall semester.

#### **LS 2370 Tort Law**

This course provides insight into the legal system through the study of tort law and the progression of a civil complaint. It also emphasizes practical paralegal skills and ethical guidelines associated with the civil litigation paralegal. Prerequisites: LS 1300, LS 1310. Usually offered every fall and even summer semesters.

#### **LS 3340 Principles of Litigation**

This course provides an analysis of the litigation process covering discovery methods, rules of evidence, court systems, settlement and post-litigation procedures. Also includes an emphasis

on practical civil litigation skills and ethical considerations relative to the paralegal.  
Prerequisites: LS 1300, LS 1310, EH 1301, EH 1302. Usually offered every spring semester.

### **LS 3341 Evidence for Paralegals**

This course is a study of the rules of evidence applicable to admissibility requirements, burden of proof, testimonial privileges, hearsay rule, opinion testimony, documentary and real evidence. This course provides an in depth analysis of the Federal Rules of Evidence and an analysis of the case law applicable to the rules. This course also provides an overview of the typical responsibilities of the paralegal in the collection and presentation of evidence.

Prerequisites: LS 1300, LS 1310. Usually offered every spring semester.

### **LS 3350 Advanced Legal Writing**

This course is designed to enhance the foundation of paralegal competencies developed in the student's introductory and elective course work. Through study of advanced legal specialty subjects, students will gain additional experience and skill in critical analysis of legal issues, locating and evaluating appropriate legal authority, and the application of such authority to the resolution of hypothetical factual situations. The student will also consider advanced legal writing strategies applicable to successful litigation and appellate practice. Prerequisites: LS 1300, LS 1310, LS 1320, LS 2335, LS 3340, LS 3341. This course is taken at the conclusion of the Legal Studies Program. Approval of Legal Studies Director is required for enrollment. Usually offered every fall semester.

### **LS 3360 Administrative Law**

This course is designed to instruct the students on the creation, scope and limitations of Administrative Law through historical review, case law analysis, policy decisions and current events. Students will also be able to draft memorandum that could serve as valid Executive Orders and utilize resources to learn more about agencies. During the first four classes, there will be a discussion about Sinclair's "The Jungle" and the debate about the clash between government and corporations regarding regulation. Prerequisites: Completion of EH 1301, LS 1300, LS 1310. Usually offered odd fall semesters.

### **LS 4190 Paralegal Portfolio**

A purposeful collection of student work that is accumulated throughout the student's studies. Under the guidance of the Legal Studies Program Director, students must submit material that reveals the extent of student learning, achievement, and development. The paralegal portfolio is intended to assess acquired knowledge and competence in areas considered necessary to successfully work as a paralegal/legal assistant. Prerequisites: LS 1300, LS 1310, LS 1320, LS

2335, LS 3340, LS 3341. This course is taken at the conclusion of the Legal Studies Program. Approval of Legal Studies Director required for enrollment. Usually offered every fall semester.

### **LS 4380 Business Organizations**

This course provides an introduction and examination of various business entities and business law concepts, including construction and interpretation of contracts. This course also provides an emphasis on practical skills and ethical guidelines essential for the legal assistant and other business professionals. Prerequisites: LS 1300, LS 1310. Usually offered even spring and odd summer semesters.

## **MATHEMATICS (MH)**

### **MH 0305 Fundamentals of Algebra**

This course is designed to prepare students for MH 1335 or MH 1338. It includes a review of fractions, decimals and percent, operations of real numbers, linear equations and inequalities, graphs of linear equations and inequalities, and writing linear equations. Prerequisite: ACT (Math Component) 17, SAT (Math Component) 430 or appropriate placement test score. This course will be used as institutional credit only. Offered every fall and spring semester.

### **MH 1300 College Mathematics**

A course designed for the executive and professional student to develop problem solving skills and present an overview of many of the concepts of mathematics. Topics include set theory, probability, statistics, sets of real numbers, and consumer math. This course is not designed to prepare students for any other mathematics course. This course will not satisfy the Math requirement in any traditional program. Offered every semester both on campus and online.

### **MH 1311 Mathematics**

This course is designed specifically for students enrolled in the online B.A. degree in Humanities. It includes an examination of key issues in mathematical studies through the use of Great Books readings. Readings may include, but are not limited to, works from Apollonius, Euclid, Archimedes, Nicomachus, Newton, Euler, Hogben, and Hardy. Prerequisite: ACT (Math Component) 20, SAT (Math Component) 1020, or a passing grade (P) in MH 0305. Offered on demand.

### **MH 1335 Intermediate Algebra**

This course is designed to provide the development of basic algebra skills necessary for success in Pre-Calculus Algebra. Topics include factoring, rational expressions, roots and radicals, exponents and polynomials, and quadratic equations. Prerequisite: ACT (Math Component) 18, SAT (Math Component) 940, or a passing grade (P) in MH 0305. This course will not satisfy core curriculum degree requirements. Offered every fall and spring semester.

### **MH 1338 Finite Mathematics**

This course is designed primarily for students not intending to pursue further study in any mathematics or science related field. Topics include linear functions, systems of equations,



linear programming, mathematics of finance, sets and counting, probability and statistics. Prerequisite: ACT (Math Component) 20, SAT (Math Component) 1020, or a passing grade (P) in MH 0305. Offered on campus every fall and spring semester, online every fall semester.

### **MH 1340 Pre-Calculus Algebra**

This course emphasizes the algebra of functions, including polynomial, rational, exponential and logarithmic functions; systems of equations and inequalities; the binomial theorem; and quadratic inequalities. Additional topics may include matrices, Cramer's Rule, and mathematical induction. Prerequisite: ACT (Math Component) 20, SAT (Math Component) 1020, or a grade of C or better in MH 1335. Offered on campus every fall and spring semester, online every spring semester.

### **MH 1342 Pre-Calculus Trigonometry**

A course designed to provide adequate trigonometric background for the calculus sequence. Topics include analytic and geometric properties of trigonometric and inverse trigonometric functions, graphs, identities, equations, sum and difference formulas, laws of sines and cosines, polar coordinates, vectors and other topics as time permits. Prerequisite: MH 1340 or equivalent. Offered on demand.

### **MH 1451 Calculus I**

A course covering limits, continuity, the derivative, computation and applications of the derivative, the definite and indefinite integral. Prerequisite: ACT (Math Component) 24, SAT (Math Component) 1160, or minimal grade of C in MH 1340. Offered every fall and spring semester.

### **MH 2305 Elementary Math I**

A course designed specifically and exclusively for Elementary Education majors. Topics include critical thinking, set theory, numeration, number theory and sets of real numbers including ratio, proportions, and percents. Neither MH 1335 nor MH 1338 will substitute for MH 2305. Prerequisite: MH 1340 or higher and sophomore standing. Offered every fall semester.

### **MH 2306 Elementary Math II**

This course is a continuation of Elementary Math I (MH 2305) designed specifically and exclusively for Elementary Education majors. Topics include geometry, U.S. measurement, probability, statistics, and history of relevant math ideas. Prerequisite: MH 2305. Offered every spring semester and must be taken directly following MH 2305.

### **MH 2340 Statistics**

A course providing a statistical background including probability, frequency distributions, sampling, hypotheses testing, correlation, and regression. Prerequisite: MH 1340 or higher. Offered every fall semester.

### **MH 2390 Transition to Advanced Mathematics**

This course provides an introduction into topics covered in upper division courses including sets, logic, methods of proof, functions, and proofs from advanced mathematics. Prerequisite: MH 2453. Offered every spring semester.

### **MH 2452 Calculus II**

This course is a continuation of Calculus I. Topics include applications of integrals, techniques of integration, infinite sequences, and series. Prerequisite: Minimal grade of C in MH 1451 or departmental approval. Offered every spring semester.

### **MH 2453 Calculus III**

This course is a continuation of Calculus II. Topics include polar coordinates, vector calculus, partial derivatives, multiple integrals, and line integrals. Prerequisite: Minimal grade of C in MH 2452 or departmental approval. Offered every fall semester.

### **MH 3310 Linear Algebra**

This course includes the analysis of matrices, the four fundamental subspaces (row space, column space, null space, null space of the transpose), factorization, complete solution to a system, least squares, Gram Schmidt process, orthogonal matrices, determinants, eigenvalues, eigenvectors, symmetric matrices, and similar matrices. Prerequisite: MH 1340 or higher. Offered even fall semesters.

### **MH 3320 Discrete Mathematics**

This course is an introduction to Discrete Math covering propositional logic, set operations, growth of functions, algorithms and their complexities, number theory, integer representations, mathematical induction, strong induction, proof techniques, counting, pigeon-hole principle, combinatorics, probability, graph theory and trees. Prerequisite: Junior standing or departmental approval. Offered every fall semester.

### **MH 3340 Number Theory**

This course includes divisibility, primes, congruence, Diophantine problems, number theoretic functions, primitive roots, quadratic reciprocity, and cryptography. Prerequisite: Junior standing or departmental approval. Offered on demand.

### **MH 3370 Differential Equations**

Topics for this course include solution techniques for first-order differential equations, higher-order linear differential equations, Laplace transforms, systems of linear differential equations, and applications. Prerequisite: MH 2453. Offered every spring semester.

### **MH 4300 Numerical Analysis and Scientific Computing**

This course deals with mathematical techniques for solving difficult mathematical problems and the implementation of these techniques on a modern computing system. Topics include floating-point representations and precision, linear systems, and non-linear equations, interpolation, and numerical integration. Solutions to problems will usually be approximated

using scientific computing methods. Applications are found in physics, engineering, economics and other disciplines. Prerequisites: completion of calculus sequence as well as completion of CS 1305. Offered even spring semesters.

### **MH 4310 Mathematical Statistics**

Topics for this course include random variables, discrete, continuous and joint probability distributions, parameter estimation, maximum likelihood estimation, sufficient statistics, confidence intervals, hypothesis testing, type I and type II, errors, distributions such as the normal, Poisson, gamma, beta, chi-squared, Student's t- and F- distributions, and inferences based upon the normal distribution. Students are expected to be able to reproduce and apply theoretical results and to carry out some standard statistical procedures on case studies. Prerequisites: MH 2340 and junior standing or departmental approval. Offered odd spring semesters.

### **MH 4330 History of Mathematics**

A course designed to provide students with a study of many famous mathematicians along with the historical development of key mathematical concepts. Prerequisite: Junior standing or departmental approval. Offered even fall semesters.

### **MH 4340 Abstract Algebra I**

This course is a study of integer and polynomial arithmetic and congruence, rings, ideals, and groups. Prerequisite: Junior standing or departmental approval. Offered even fall semesters.

### **MH 4345 Abstract Algebra II**

This course is a continuation of Abstract Algebra I (MH 4340). Additional topics include the Sylow theorems, simple groups, integral domain arithmetic, field extensions, Galois theory and geometric constructions. Prerequisite: MH 4340. Offered odd spring semesters.

### **MH 4350 Foundations of Plane Geometry**

Topics for this course include an axiomatic development of Euclidean geometry, non-Euclidean geometries, and three-dimensional geometry. Prerequisite: Junior standing or departmental approval. Offered even spring semesters.

### **MH 4360 Real Analysis I**

A course designed to study the properties of real numbers, sequences, limits of functions, continuity, differentiation, the Riemann integral, infinite series, and sequences and series of functions. Prerequisite: MH 2453 and MH 2390 departmental approval. Offered odd fall semesters.

### **MH 4370 Complex Variables**

Topics for this course include properties of complex numbers, complex functions, limits, continuity, analytic and harmonic functions, complex integration, Taylor series, Laurent series, residues, conformal mappings, Cauchy-Goursat and Liouville's theorems. Prerequisite: Junior standing or departmental approval. Offered even spring semesters.

### **MH 4390 Internship**

Supervised work experience in the field of mathematics at an appropriate local facility. Offered on demand.

### **Special Courses**

#### **MH 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as appropriate. MH 2099 is open only to sophomores; MH 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1- 3) will be set by department head and approved by the dean.



# MANAGEMENT INFORMATION SYSTEMS (MIS)

## **MIS 2300 Keyboarding/Word Processing**

An introduction to word processing techniques and concepts including familiarity and speed with the keyboard.

## **MIS 2376 BASIC Programming**

A detailed study of the BASIC language and the fundamental concepts of programming inclusive of system procedures, creating loops and controlling locations, nested loops, strings, arrays, subroutines, sequential files, random access files, and debugging. Focus on Microsoft Visual BASIC. Prerequisite: CA 1302 Computer Applications.

## **MIS 2378 Survey of Programming**

An overview of the “C” language with emphasis on structures, branching, and command operations. Prerequisite: MIS 2376 BASIC Programming.

## **MIS 2385 Introduction to Business Spreadsheets**

An introduction to microcomputer spreadsheets using the Windows XP and onward platforms. Prerequisite: CA 1302 Computer Applications.

## **MIS 2390 Introduction to Microcomputer Accounting**

An introduction and overview of accounting techniques using Windows XP and onward platforms. Prerequisites: CA 1302 Computer Applications, BA 2301 Principles of Accounting I.

## **MIS 2395 Introduction to Database**

An introduction to Microsoft Access for Windows XP and onward software packages with focus on entering, storing, revising, and retrieving data. Prerequisite: CA 1302 Computer Applications.

### **MIS 3300 Database Management (BA 3300)**

“Hands-on” database concepts using micro-computers. Learn to enter, store, retrieve, and revise information like purchase orders, financial statements, salespersons’ records, etc. Development of cross-reference skills by department or job or as the situation requires. Introduction to data relationships. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications.

### **MIS 3310 Principles of Information Systems & Technology**

An in-depth review of Information Systems from a technological perspective. Reflection upon the integration of Information Systems and Technology. An overview of Information Systems as it impacts the “human side of enterprise.”

### **MIS 3315 Network Management**

Configuration of small to medium sized networks, including PCs and Servers. Focus on operational aspects of existing networks for smooth functioning. Overview of wireless networks and network security. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications.

### **MIS 3320 Business Spreadsheets (BA 3320)**

Learn to access, analyze and modify voluminous financial, accounting and marketing data instantaneously and the use of the multiple variables like income statements, balance sheets, sales reports and projects. Graphic presentation of existing and projected data in multi-dimensional formats. Overview of financial and statistical functions. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications.

### **MIS 3340 Accounting Information Systems (ACF 3340)**

An introduction to automated accounting systems using Peachtree Accounting for Windows XP and onward, while applying skills attained in Principles of Accounting I and II. Specific emphasis on accounts receivable and payable, general ledger, and inventory control. Prerequisites: Grades of C or better in BA 2301 Principles of Accounting I and BA 2302 Principles of Accounting II; BA 2305 Business Mathematics, CA 1302 Computer Applications.

### **MIS 3345 E-Business and Web Analytics**

This course explores the managerial aspects of e-business, including on-line business models, infrastructure, web-analytics, marketing, security, and ethics. Prerequisites: BA 2305 Business Mathematics, CA 1302 Computer Applications, MN 3300 Database Management.

### **MIS 3386 Advanced Programming: Visual BASIC**

Survey of the Visual BASIC programming language inclusive of variables and operators, decision structures, loops and timers, object properties, preferred user interface, special effects, and use of modules and procedures. Prerequisites: Grades of C or better in CA 1302 Computer Applications and MIS 2376 BASIC Programming; MH 1338 Finite Math.

### **MIS 3387 Advanced Programming: JAVA**

A study of the JAVA programming language using methods, classes, and objects. Focus on object concepts, input, selection, repetition, arrays and strings, and applets. Prerequisite: Grade of C or better in MIS 2376 BASIC Programming; MH 1338 Finite Math.

### **MIS 3388 Database Programming**

A problem solving approach to learning advanced database skills. Covers automating forms with Visual Basic and VB applications to Access 2007 (and later versions) and connecting databases to the web. Prerequisites: Grades of C or better in MIS 3300 Database Management, MIS 2376 BASIC Programming.

### **MIS 4320 Systems Analysis and Design**

The study of the elements of systems analysis with emphasis on structure design, information system life cycle phases, feasibility analysis, file design, and project management tools. Prerequisites: Grades of C or better in MIS 3300 Database Management, MIS 3320 Business Spreadsheets.

### **MIS 4340 Web Page Architecture**

Planning and creating web sites, navigation techniques, hyperlinks, multimedia and themes, bookmarks and forms, and search engines. Use of Dreamweaver software. Prerequisites: Grade of C or better in MIS 3386 Advanced Programming: Visual BASIC; MH 1338 Finite Math or higher.

### **MIS 4345 Advanced Programming: HTML**

An in-depth reviewing of HTML with emphasis on creating web documents using HTML. Emphasis on web design. Prerequisites: Grades of C or better in MIS 2376 BASIC Programming, MIS 4340 Web Page Architecture.

### **MIS 4380 Internship/Project in MIS**

Supervised work experience in the field of management information systems and/or project as assigned. Prerequisites: Grades of C or better in MIS 3300 Database Management, MIS 3320 Business Spreadsheets, MIS 4345 Advanced Programming: HTML and permission of instructor.

**MIS 4390 Seminar in Information Systems**

An overview of current trends in Management Information Systems. A forum for discussion and presentation of current issues in Information Systems. Prerequisites: Grades of C or better in MIS 2376 BASIC Programming, MIS 3300 Database Management, MIS 3320 Business Spreadsheets, MIS 3340 Microcomputer Accounting, MIS 3386 Advanced Programming: Visual BASIC, MIS 4340 Web Page Architecture and permission of instructor.

**MIS 4396 Seminar in E-Commerce**

An overview of current concepts, principles, and topics pertaining to e-commerce that include e-marketing, e-management, etc. Prerequisites: Grades of C or better in MIS 3386 Advanced Programming: Visual BASIC, MIS 4340 Web Page Architecture, MIS 4345 Advanced Programming: HTML, MIS 4390 Seminar in Information Systems.





# MARKETING (MKT)

## **MKT 3310 Principles of Marketing**

A general study of marketing procedures including evaluating target markets, consumer buying behavior, marketing research, product concepts, marketing channels, wholesaling, retailing, distributing, promotion, advertising, and pricing.

## **MKT 4320 Marketing Management (MN 4320)**

Study and overview of the strategic marketing process including planning, competitive marketing strategy, product life-cycle strategy, multi-dimensional product decisions, pricing, and advertising. Prerequisite: MKT 3310.



# MANAGEMENT (MN)

## **MN 3300 Principles of Management**

The functions of management and the applications of management principles in organization. Emphasis on planning, organization, implementation, and control. Study of strategic planning, portfolio strategy, group dynamics, motivation, leadership, ethics and management practice.

## **MN 3310 Small Business Management**

In-depth analysis of the key functional areas of a small business. Prerequisite: Grade of C or better in MN 3300 Principles of Management.

## **MN 3325 Human Resource Management**

Focus on human resource planning, job analysis, recruiting sources, selection devices, employee training, career development, performance appraisals, and compensation administration. Prerequisite: Grade of C or better in MN 3300 Principles of Management.

## **MN 4320 Marketing Management (MKT 4320)**

Study and overview of the strategic marketing process including planning, competitive marketing strategy, product life-cycle strategy, multi-dimensional product decisions, pricing, and advertising. Prerequisite: Grade of C or better in MKT 3310 Principles of Marketing.

## **MN 4360 Organizational Behavior**

Study of the mainsprings of motivation, social systems, work groups, and job satisfaction. Emphasis on leadership and supervision, group dynamics, organizational development, organizational structure and design, communicating relationships, incentive systems, and stress management. Prerequisite: Grade of C or better in MN 3300 Principles of Management.

## **MN 4390 Readings in Management**

Variable content in the management area. Survey and analysis of a multitude of leading articles in general business management. Prerequisite: Grade of C or better in MN 3300 Principles of Management; Senior status.

#### **MN 4394 International Management**

A survey of trends in International business management with a focus on international human resource management. An overview of the global economy. Prerequisite: Grade of C or better in MN 3300 Principles of Management; Senior status.

#### **MN 4395 Seminar in Management**

A forum of discussion pertaining to current trends and issues in the management area including re-engineering, restructuring, revitalization, and studying paradigm shifts. Prerequisite: Grade of C or better in MN 3300 Principles of Management; Senior status.

#### **MN 4396 Seminar in E-Commerce**

An overview of current concepts, principles and topics pertaining to e-commerce that include e-marketing, e-finance, e-management, etc. Prerequisites: Grades of C or better in MIS 3386 Advanced Programming: Visual BASIC, MIS 4340 Web Page Architecture, MIS 4345 Advanced Programming: HTML, MIS 4390 Seminar in Information Systems.

#### **MN 4397 Internship in Management**

This course consists of a supervised internship designed to provide students the opportunity to gain practical experience in business or non-profit management. Prerequisites: MN3300 Principles of Management, and approval of supervising instructor and Department Chair.



# MUSIC (MU)

## **MU 1060/61-4060/61; MU 1160/61-4160/61 University Chorus**

The University's large choral ensemble. Members are selected by audition and commit to a demanding rehearsal and performance schedule that includes an annual spring tour. The group performs sacred, a cappella music by composers from many nations and representing historical periods from the Renaissance to the present day. 0-1 semester hour credit. Offered every semester.

## **MU 1064/65-4064/65; MU 1164/65-4164/65 Faulkner Singers**

A select, sixteen-voice chamber ensemble chosen from the ranks of the Faulkner University Chorus. The group prepares and performs music that demands the finesse and vocal agility of a highly-disciplined chamber ensemble. 0-1 semester hour credit. Offered every semester.

## **MU 1082/83-4082/83; MU 1182/83-4182/83 Faulkner Jazz Ensemble**

Faulkner Jazz Ensemble is a traditional jazz combo/big band that performs music from a variety of jazz eras including swing, bebop, funk and fusion. The group will meet twice weekly and give performances in the community and at least one on-campus concert per semester. While preparation for performances will be the main focus of the ensemble, emphasis will also be placed on studying the basic concepts in jazz harmony, as well as introducing the fundamental concepts of jazz improvisation. 0-1 semester hour credit. Offered every semester.

## **MU 1084/85-4084/85; MU 1184/85-4184/85 University Band**

The University's largest instrumental ensemble. Members are selected by audition and commit to a demanding rehearsal and performance schedule that includes marching band in the fall and concert band in the spring. 0-1 semester hour credit. Offered every semester.

## **MU 1111/12-2111/12; MU 3211/12-4211/12 Private Voice**

Private instruction in techniques of breath control, tone production, diction, phrasing, and interpretation. Lower division lessons meet ½ hour per week and upper division lessons meet 1

hour per week. 2 semesters of lower division credit and jury approval are required to enter upper level study. 1-2 semester hours credit. Offered every semester.

### **MU 1121/22-2121/22; MU 3221/22-4221/22 Private Piano**

Private instruction in the technical and musical skills associated with performing a wide variety of keyboard music from various genres and periods. Lower division lessons meet ½ hour per week and upper division lessons meet 1 hour per week. 2 semesters of lower division credit and jury approval are required to enter upper level study. Prerequisite for lower division: MU 1253 or permission of instructor. 1-2 semester hours credit. Offered every semester.

### **MU 1151 Sight-Singing & Ear-Training I**

Focused study of the tonal and rhythmic relationships in music and how to sing these relationships at sight. Includes principles of basic theory. 1 semester hour credit. Offered every fall semester.

### **MU 1152 Sight-Singing & Ear-Training II**

A continuation of MU 1151. Prerequisite: MU 1151. 1 semester hour credit. Offered every spring semester.

### **MU 1153 Class Piano I**

Group instruction in basic techniques of playing the piano. Includes elementary note reading and fingering skills. Intended for the student with little or no previous knowledge of the piano. 1 semester hour credit. Offered every fall semester.

### **MU 1154 Class Piano II**

Group instruction in basic techniques of playing the piano. Includes elementary note reading and fingering skills. 1 semester hour credit. Offered every spring semester.

### **MU 1173 Choral Sight-Singing**

A study of basic rudiments of music and sight singing skills needed for participation in the university choral program. May be required before or during the beginning semester of a student's participation in the University Chorus or Faulkner Singers. 1 semester hour credit. Offered every fall semester.

### **MU 1191/92-2191/92; 3291/92-4291/92 Private Brass, Woodwinds, Percussion**

Private instruction in the technical and musical skills associated with performing a wide variety of instrumental music from various genres and periods. Lower division lessons meet ½ hour per week and upper division lessons meet 1 hour per week. Recital attendance is also required. 2

semesters of lower division credit and jury approval are required to enter upper level study. 1-2 semester hours credit. Offered every semester.

### **MU 1193/94-2193/94; 3293/94-4293/94 Private Strings**

Private instruction in the technical and musical skills associated with performing a wide variety of string music from various genres and periods. Lower division lessons meet ½ hour per week and upper division lessons meet 1 hour per week. Weekly recital attendance is also required. 2 semesters of lower division credit and jury approval are required to enter upper level study. 1-2 semester hours credit. Offered every semester.

### **MU 1195/96-2195/96; 3295/96-4295/96 Private Guitar**

Private instruction in the technical and musical skills associated with performing a wide variety of guitar music from various genres and periods. Lower division lessons meet ½ hour per week and upper division lessons meet 1 hour per week. Recital attendance is also required. 2 semesters of lower division credit and jury approval are required to enter upper level study. 1-2 semester hours credit. Offered every semester.

### **MU 2151 Sight-Singing & Ear-Training III**

A continuation of MU 1152. Prerequisite: MU 1152. 1 semester hour credit. Offered every fall semester.

### **MU 2152 Sight-Singing & Ear-Training IV**

A continuation of MU 2151. Prerequisite: MU 2151. 1 semester hour credit. Offered every spring semester.

### **MU 2223 Introduction to Strings, Woodwinds, Brass, and Percussion**

A study of basic techniques for string, wind, brass, and percussion instruments. Designed for vocal/choral music education majors. 1 semester hour credit. Offered odd spring semesters.

### **MU 2231 Music Literature**

A historical and geographical survey of music around the world. Focuses on the cultivation of critical listening skills, an understanding of musical styles and structures, and the ability to listen perceptively to music. Prerequisite: MU 2342. 2 semester hours credit. Offered odd fall semesters.

### **MU 2341 Music Theory I**

The study of music notation, scales, intervals, part-writing and performance styles. Co-requisite: MU 1151. 3 semester hours credit. Offered every fall semester.

### **MU 2342 Music Theory II**

A continuation of MU 2341. Prerequisite: MU 2341. Co-requisite: MU 1152. 3 semester hours credit. Offered every spring semester.

### **MU 3010 Piano Proficiency Exam**

A basic skills assessment in piano techniques for music majors. 0 semesters hours credit. Offered every semester.

### **MU 3243 Orchestration and Arranging**

A study of instrumentation with emphasis on learning to arrange for combinations of instruments and voices including small chamber groups, chorus, orchestra, and concert band. 2 semester hours credit. Offered odd fall semesters.

### **MU 3331 Music History I**

An in-depth study of the history of music from ancient times to 1750. Prerequisite: MU 2331. 3 semester hours credit. Offered even spring semesters.

### **MU 3332 Music History II**

An in-depth study of the history of music from the end of the Baroque Period to the present. Prerequisite: MU 2331. 3 semester hours credit. Offered even fall semesters.

### **MU 3341 Music Theory III**

A continuation of MU 2342, with the addition of chromatic idioms. Prerequisite: MU 2342. Co-requisite: MU 2151. 3 semester hours credit. Offered every fall semester.

### **MU 3342 Music Theory IV**

A continuation of MU 3341. Prerequisite: MU 3341. Co-requisite: MU 2152. 3 semester hours credit. Offered every spring semester.

### **MU 3351 Choral Conducting**

An introduction to basic choral conducting skills, including beat patterns, baton technique, cueing, non-verbal communication, score reading, and leadership. Prerequisites: MU 2342 and permission of the instructor. 3 semester hours credit. Offered odd spring semesters.

### **MU 3373 Vocal Pedagogy**

A study of vocal production techniques for private voice teachers and choral conductors. Includes an introduction to the physiology of the voice. 3 semester hours credit. Offered odd fall semesters.

#### **MU 4010 Senior Recital**

The preparation and performance of a 45-minute recital on a student's primary instrument. Required for all music majors. 0 semester hours credit. Offered every semester.

#### **MU 4327 Choral Materials and Methods**

This course is designed to provide students with the knowledge, skills, and instructional strategies needed to successfully teach choral music. The course will focus on the development, organization, and maintenance of a choral program. 3 semester hours credit. Offered even spring semesters.

#### **MU 4329 Elementary Materials and Methods**

This course is designed to provide students with the knowledge, skills, and instructional strategies needed to successfully teach music to elementary children. The course will focus on the development, organization, and maintenance of an elementary music program. 3 semester hours credit. Offered even fall semesters.

#### **MU 4331 Christian Aesthetics and Philosophies of Fine Arts**

Utilizing the discussion approach, this course explores writings in Christian aesthetics and in Christian philosophies of art, dance, music, and theatre. 3 semester hours credit. Offered odd fall semesters.

#### **MU 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences or tutoring may be required, but no formal lectures or recitation. Quizzes, tests, and examination as appropriate. MU 2099 is open only to sophomores; MU 3099 is open to juniors and seniors. Number of credit hours awarded (1-3) will be set by the department head and approved by the dean.

#### **MU 4360 Music Internship**

Supervised work experience in a professional, regional, community, or educational music environment. Required for all BA and BME majors. Prerequisite: MU 3341 and departmental approval. 3 semester hours credit. Offered as needed.





# PHYSICAL EDUCATION (PE)

## **PE 1300 Principles of Lifetime Fitness**

A survey of the components of fitness including types of exercise, cardiovascular fitness, nutrition and diet, stress and mental health, flexibility, and low back injury. Offered every semester.

## **Activity Courses**

### **PE 1102 Softball**

An introduction to the basic elements of softball, practice in the fundamentals, and actual game experience.

### **PE 1104 Weight Training**

Introduction to the skills and benefits of weight training with particular emphasis on safety factors.

### **PE 1105 Jogging**

Emphasis on the value of jogging in maintaining lifetime fitness through the use of appropriate techniques and safety precautions.

### **PE 1106 Bowling**

Introduction and practice in the fundamentals of bowling, including score keeping. Fee required.

### **PE 1107 Cycling**

The teaching of bicycle riding as a sport, a fitness tool, and as a means of transportation.

### **PE 1108 Aerobics**

An indoor aerobic activity designed to develop cardiovascular fitness while exercising to music.

**PE 1109 Archery**

Introduction to the skills, equipment, history, and safety considerations of archery.

**PE 1110 Beginning Basketball**

Basic introduction to the game of basketball, including skills, rules, and strategy.

**PE 1112 Introduction to Fitness**

This class is designed for the beginning exerciser, for the student that is interested in weight loss. The primary mode of exercise will be walking.

**PE 1119 Badminton**

An introduction to the skills, rules, and benefits of the game of badminton.

**PE 1121 Golf**

Basic instruction in the game of golf, including stroke skills, club selection, and etiquette. Fee required.

**PE 1122 Volleyball**

Instruction in the basic skills, rules, and strategies, and safety precautions of volleyball.

**PE 1123 Tennis**

A beginning class in tennis, featuring basic skills, scoring, strategy, and court etiquette.

**PE 1125 Soccer**

An introduction to the history, rules, skills, and team play which characterize the world's most popular game.

**PE 1126 Orienteering**

Basic introduction to the sport of orienteering, which requires knowledge of the use of map and compass to complete a preset course in minimum time.

**PE 1127 Backpacking**

Designed to provide the student with an introduction to the sport of backpacking. Fee required. The following courses are intended for students who wish to expand their knowledge and skill in a specific activity. The student must have completed the beginning level activity class or have the instructor's approval to take these classes.

### **PE 2121 Intermediate Golf**

Fee required.

### **PE 2122 Intermediate Volleyball**

### **PE 2123 Intermediate Tennis**

## **Courses Primarily for Majors in PE/Sports Management**

### **PE 1317 Foundations of Physical Education**

An introductory course to orient the major to the field of physical education. Includes an overview of the history, philosophy, and sociological implications of the profession. Offered every spring. (Class designated for Honors Program.)

### **PE 2301 Individual and Dual Sports**

Basic rules, field dimensions, skills, strategies, and safety considerations specific to the following sports: golf, archery, gymnastics, swimming, tennis, badminton, wrestling, weight lifting, and track and field. Includes a study of various teaching methods, classroom organization and management, and tournament setup and execution. Offered every spring.

### **PE 2303 Team and Recreational Sports**

Basic rules, field dimensions, skills, strategies, and safety considerations specific to the following sports: football, soccer, volleyball, softball, basketball, field hockey, camping, table tennis, cycling, and aerobics. Offered every fall.

### **PE 2315 First Aid**

The American Red Cross Standard and Advanced First Aid Courses are covered. Offered on demand.

### **PE 3303 Kinesiology**

A study of the interaction of muscles and bones to facilitate movement. Includes the study of leverage, muscle action, kinesthesia, and current methods of studying the science of movement. Prerequisites: BIO 2393/2193, PE 1317. Offered every spring. (Class designated for Honors Program.)

### **PE 3315 Advanced First Aid**

The American Red Cross Standard and Advanced First Aid Courses are covered. Offered every spring. Prerequisite: PE 1317.

### **PE 3331 Health Education**

A general study of health facts, attitudes, and practices with emphasis on personal hygiene. Offered every spring. Prerequisite: PE 1317.

### **PE 3333 Physical Education for the Elementary School**

Techniques of teaching physical education and health at the elementary level including appropriate games and activities, developmental processes, and program development. Prerequisite: PE 1317. Offered every fall.

### **PE 3334 Motor Learning**

A study of learning theory and the developmental process as they relate to the acquisition of motor skills. Other topics include perception, kinesthesia, growth, and motivation. Prerequisites: BIO 2193, BIO 2393, PE 1317. Offered every spring.

### **PE 3360 Physiology of Exercise**

A course involving the basic physiological aspects of the human body as they relate specifically to exercise, including evaluation of immediate and long term adaptations which result from varying levels of activity. Prerequisites: BIO 2493, PE 1317. Offered every fall.

### **PE 4303 Organization and Administration of Physical Education and Athletics**

A presentation of the various organizational and administrative structures, principles, and philosophies in physical education and athletics. Prerequisite: PE 1317. Offered every fall.

### **PE 4304 Developing Fitness Programs**

Practical information for the Sports Management major on the design and use of the physical plant, exercise testing and prescription budgeting, equipment, and liability. Prerequisites: PE 1317, PE 3360. Offered every fall.

### **PE 4311 Prevention and Treatment of Athletic Injuries I**

A study of the care and prevention of athletic injuries and different forms of therapy in the treatment of such injuries. Prerequisites: PE 1317, PE 3303. Offered every fall.

### **PE 4329 Materials and Methods of Teaching Physical Education**

Teaching methods, selection, organization, and use of physical education materials in junior and senior high schools. Prerequisite: PE 1317. Offered every fall.

### **PE 4361 Physical Education for the Exceptional Child**

A study of the total special physical education program including consideration of approaches unique to physically and/or mentally handicapped students. Prerequisite: PE 1317. Offered every fall.

**PE 4495 Sports Management Internship**

Supervised field experience in Sports Management. Offered on demand.

**Physical Education Internship (P-12)**

See College of Education course descriptions: ED 4998.

**Special Courses**

**PE 2099/3900 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as appropriate. PE 2099 is open only to sophomores; PE 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by the Dean.



# PHYSICAL SCIENCE (PHY)

Modern society is inundated with electrical and mechanical systems. These not only increase the comforts of existence but also are greatly utilized in scientific research. To be truly proficient in any scientific field a basic understanding of the principles of physics is necessary. Physics covers not only the areas of electricity and mechanics, but also weather, astronomy, acoustics, nuclear energy, etc. As is the case in Chemistry, the Department of Natural and Physical Sciences does not presently offer a major in Physics and the following courses are offered to primarily support other degree offerings. The Department does, however, offer the bachelor's degree in Biology that leads to certification to teach secondary school General Science (including physical science, earth science and physics) in Alabama. See the foot note at the bottom of the B.S. degree in General Biology for further information.

## **PHY 1304 Principles of Physical Science I**

The emphasis of this course is on the principles of physics and the principles of chemistry. It is designed primarily for students who need additional background prior to taking more advanced courses in physics and/or chemistry or for students who need a basic course in preparation for allied health fields. Prerequisites: None, however students enrolled in Fundamentals of Reading and Writing (EH 0301) and/or Basic Math will not be allowed to take this class. Helpful: MH 1320 or higher. Lab required. Offered every fall semester.

## **PHY 1104 Principles of Physical Science I Lab**

Lab complementary to PHY 1304. Taken concurrently or with consent of instructor. Prerequisites: see PHY 1304. Offered every fall semester.

## **PHY 1305 Principles of Physical Science II**

The content of this course includes the areas of astronomy, meteorology, and geology. The course is designed primarily for education majors. Prerequisites: None, however students enrolled in Fundamentals of Reading and Writing (EH 0301) will not be allowed to take this class. Lab required. Offered every spring semester.

### **PHY 1105 Principles of Physical Science II Lab**

Lab complementary to PHY 1305. Taken concurrently or with consent of instructor.

Prerequisites: see PHY 1305. Offered every spring semester.

### **PHY 2311 University Physics I**

Kinematics, Newton's laws, energy conservation, momentum and angular momentum, gravitation, fluids, wave motion, and heat and thermodynamics. Prerequisite: MH 1451 or current enrollment. Lab required. Offered every fall semester.

### **PHY 2111 University Physics I Lab**

Lab complementary to PHY 2311. Taken concurrently or with consent of instructor.

Prerequisites: see PHY 2311. Offered every fall semester.

### **PHY 2312 University Physics II**

Continuation of PHY 2311/2111. Kinetic theory of gases and thermodynamics, electricity, DC circuits, magnetism, AC circuits, light and geometric optics, and special relativity. Prerequisites: PHY 2311/2111, MH 2452 or current enrollment or permission from the instructor. Lab required. Offered every spring semester.

### **PHY 2112 University Physics II Lab**

Lab complementary to PHY 2312. Taken concurrently or with consent of instructor.

Prerequisites: see PHY 2312. Offered every spring semester.

## **Special Courses**

### **PHY 2099/3099 Individual Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. PHY 2099 is open only to sophomores; PHY 3099 is open to juniors and seniors. May be repeated for credit. The number of hours awarded (1-3) will be set by department head and approved by the Dean.



# POLITICAL SCIENCE (PS)

## **PS 2308 Introduction to American Constitutional Government**

A survey of the structure, development, powers, and limits of the federal government. Offered on demand.

## **PS 2316 Introduction to State and Local Government**

An introductory study of the structures, development, powers, and limits of state and local government in the U.S. Offered on demand in the adult program.

## **PS 3308 American Constitutional Government**

An advanced study of the structure, development, powers, and limits of the federal government. Offered every summer and fall semester.

## **PS 3311 American Foreign Policy**

A survey of the diplomatic history of the United States and its domestic and foreign implications. Offered even summer and fall semesters.

## **PS 3312 Parties, Politics and Elections**

A survey of the theory and practice of the American political party system at the national, state, and local levels. Offered odd spring semesters.

## **PS 3316 State and Local Government**

An advanced study of the structures, development, powers, and limits of state and local government in the U.S. Offered odd fall semesters.

## **PS 4311 Readings and Analytical Writing in Political Science**

Readings and analytical historical writing covering selected topics in U.S. or World History. The major emphasis of this course is the mastery of analytical skills and writing techniques used by historians in pursuit of their craft. Offered every spring.



### **PS 4312 Comparative Government Institutions**

A thorough study of the world's major governmental systems. Prerequisite: PS 2308/3308. Offered even spring semesters.

### **PS 4350 Internship**

An extensive and detailed internship in Historical or Political Science Research with agencies such as the Alabama Archives, the Alabama Court System, or the Alabama Historical Commission. Offered every semester.

### **Special Courses**

#### **PS 2099/3099 Individualized Study**

The course may involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. PS 2099 is open to sophomores only; PS 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by Dean.



# PSYCHOLOGY (PY)

Courses in Psychology are offered in support of several majors and areas of concentration in the University.

## **PY 1310 Introduction to Psychology**

A survey of the scientific study of behavior and mental processes with specific reference to perception, physiology, learning, memory, language, development, abnormal behavior, and therapy. Offered every semester.

## **PY 2300 Introduction to Developmental Psychology**

A survey of the theories, principles, and research in lifespan development. The course provides an overview of the physical, psychological, social, emotional, familial, career, cognitive, moral, and spiritual aspects of development from conception to death. Prerequisite: PY 1310. Offered on demand.

## **PY 2340 Introduction to Personality Development**

An introductory critical analysis of the major theories of personality. This course is for non-psychology majors. Prerequisite: PY 1310 and sophomore or above. Offered on demand.

## **PY 3130 Behavioral Statistics Laboratory**

This laboratory applies computer and standard statistical analysis to Behavioral Science research. This laboratory is taught in conjunction with PY 3330. Offered every third semester.

## **PY 3300 Lifespan Development**

A study of the key theories, principles, and research in lifespan development. The course examines physical, psychological, social, emotional, familial, career, cognitive, intellectual, moral, and spiritual development from conception to death. The course examines the historical and contemporary diversity issues impacting lifespan development. Prerequisite: PY 1310 (excluding Education Majors). Offered every spring.

### **PY 3100 Seminar: Readings in Psychology**

This seminar will guide students through classic and contemporary readings and research in psychology. It includes reading, writing, critical thinking, analysis and discussion of selected topics related to the discipline of psychology.

### **PY 3310 Childhood and Adolescence Development**

A study of the key theories, principles, and research in childhood and adolescent development. The course examines physical, psychological, social, emotional, familial, career, cognitive, intellectual, moral, and spiritual development from birth through adolescence. The course examines the historical and contemporary diversity issues impacting childhood and adolescent development. Prerequisite: PY 1310 (excluding Education Majors). Offered every fall.

### **PY 3330 Behavioral Statistics**

The study of the statistical approach to behavior analysis and how it applies to the fields of behavioral science. To provide a working knowledge of descriptive and inferential statistics and probability theory. Prerequisites: Six semester hours of Psychology and instructor's consent. Offered every third semester.

### **PY 3340 Theories of Personality**

An advanced critical study of the major historical, contemporary, and emerging theories of personality. The course examines (a) the basic concepts and principles of each theoretical perspective; (b) the application of each theoretical perspective; and (c) research on each theoretical perspective. Prerequisites: PY 1310 and instructor's consent. Offered even spring semesters.

### **PY 3350 Research Methods in Psychology**

An introduction to research methods and strategies used to gather data for behavioral science research. Students will participate in the planning, collecting, and analysis of material. One main focus of the class is developing and writing research reports as required by the American Psychological Association. Prerequisite: PY 1310 and instructor's consent. Offered every third semester.

### **PY 3360 Social Psychology**

An examination of the behavioral consequences of group and individual interaction. Surveys such topics as attitude formation and change, group structure, media influence, and social interaction. Prerequisites: PY 1310, SY 2328 and instructor's consent. Offered even fall semesters.

### **PY 3380 Educational Psychology**

An introduction to the basic principles of psychology applied to the educational environment and the process of learning. Emphasis is on exploring the theoretical foundation and the pragmatic implications found in the psychology of learning. Prerequisites: PY 1310 (excluding Education Majors) and PY 3300 or PY 3310. Offered every spring.

### **PY 3385 Behavior Modification Theories**

A comprehensive and practical study of both the principles of behavior modification and guidelines for their application. The course will provide a balance between theories, research, and practice, including both applied research and intervention techniques. Prerequisites: 9 hours of Psychology including PY 1310. Offered odd fall semesters.

### **PY 4100 Seminar: Senior Seminar in Psychology**

This seminar will explore topics relevant to the study and practice of psychology. It is designed to better prepare students for a career and/or graduate studies in psychology, to integrate psychology with service to others, and to integrate a Christian world-view with the practice of psychology. Specific topics and focus may vary. Available to Juniors and Seniors only.

### **PY 4305 Motivational Aspects of Coaching Theory**

A survey of the research and literature related to modern coaching with particular emphasis on motivation and emotion as foundations of behavior along with whole-part learning, anxiety, attribution, social facilitation, and person-group perceptual processes. Prerequisite: instructor's consent. Offered even spring semesters.

### **PY 4306 Psychological Profiling**

An introduction to the field of psychological research that attempts to gain insight into criminal thought processes, motivations, and behavior. Prerequisites: PY 1310 and instructor's consent. Offered on demand.

### **PY 4310 Abnormal Psychology**

The study of behavior disorders as classified in the DSM IV. Focusing on the definition, diagnosis, causes, and treatment. Prerequisites: PY 1310 and instructor's consent. Offered odd fall semesters.

### **PY 4320 Psychological Assessment**

A survey of the theory and techniques of item construction in psychological testing. Selection, evaluation, administration, scoring, interpretation, and uses of tests of intelligence, interests,

personality aptitude and social adjustment. Prerequisites: PY 1310 and 9 additional hours in psychology or counseling. Offered every third semester.

#### **PY 4125 Experimental Psychology Lab**

This laboratory class seeks to assimilate experimental experiences in the behavioral and physiological aspects of psychology. This laboratory is normally taught in conjunction with PY 4325 or PY 4330. This laboratory may be repeated as needed. Prerequisites: PY 1310 and 9 hours in psychology or counseling. Offered every third semester.

#### **PY 4325 Experimental Psychology**

The study, design, and conduct of classic experimental approaches to gain a deeper understanding of psychological principles/theories. The conceptualization, formulation, and implementation of experimental investigative approaches to current avenues and considerations in psychological thought and theory. Prerequisites: PY 1310 and 9 hours in psychology or counseling. Offered every third semester.

#### **PY 4330 Physiological Psychology**

A study of the relationship of biological factors (mostly brain activity) and behavior featuring how aspects of the brain such as neurotransmitters and neuro-anatomy relate to “real” psychological topics such as language, learning, anxiety, aggression, depression, and schizophrenia. Prerequisites: PY 1310 and BIO 1300 or BIO 1301 and instructor’s consent. Offered every third semester.

#### **PY 4340 History and Systems**

An examination of the historical sources of psychology and the relationship to existing schools of thought. Prerequisites: PY 1310 and 9 hours in psychology. Offered every third semester.

#### **PY 4345 Professional Ethics in Behavioral, Family, & Social Sciences**

An in-depth study of the theories and principles of ethics and moral development and the impact of these upon individuals, families, communities, professional, and public decisions/policies. The study will also examine the relevant dilemmas faced in the delivery of professional behavioral, family, and social services to individuals, families, and groups in today’s health-care systems. Prerequisites: Classification as a junior or higher and instructor’s consent. Offered even spring semesters.

#### **PY 4350 Field Experience in Psychology**

Supervised experience or research for qualified juniors or seniors with a major or emphasis in Psychology. Prerequisite: Permission of the instructor. Offered every fall.

### **PY 4390 Internship and Pre-professional Seminar**

This course is a pre-professional course, designed to assist the student in exploring the discipline of counseling, psychology, and sociology through clinical and research experience under the supervision of an experienced professional. Prerequisite: instructor's consent. Offered every spring semester.

### **Special Courses**

#### **PY 2099/3099/4099 Individualized Study**

The course is for introductory level focused study in psychology. The course may involve a systematic reading program, library research, laboratory project, studio work, field study or creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. PY 2099 is open to sophomores only; PY 3099 is open to juniors and seniors only; PY 4099 is open to seniors only. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by Dean. Prerequisites: Instructor's consent, PY 1310. Offered on demand.

Courses in Sociology are offered in support of several majors and areas of concentration in Social and Behavioral Science.



# SPANISH (SP)

## **SP 1301 Spanish I**

An introduction to the basic skills of speaking, understanding, reading, and writing, enhanced by a study of the culture and geography of the Spanish-speaking world. Prerequisite: Eligibility for EH 1301. Offered every fall.

## **SP 1302 Spanish II**

A continuation of SP 1301. Prerequisite: SP 1301 or equivalent. Offered every spring.

## **SP 2301 Spanish III**

Intermediate-level study of Spanish continuing the emphasis of the basic skills of reading, listening, speaking, and writing, with special attention to oral communication. Prerequisite: SP 1302 or equivalent. Offered every fall.

## **SP 2302 Spanish IV**

A continuation of SP 2301 with grammar review, reading and composition. Prerequisite: SP 2301 or equivalent. Offered every spring.

## **SP 3301 Advanced Conversation**

Development of advanced conversation skills with emphasis on appropriate vocabulary, style, grammar and syntax, pursued through listening, speaking, reading and writing. Prerequisite: SP 2302 or equivalent. Offered on demand.

## **SP 3302 Spanish Culture and Civilization**

A cultural overview of Spain and its people, with attention to geography, history, food, festivals, art, architecture, music, and literature in their relation to Spain's national identity. Prerequisite: SP 3301 or equivalent. Offered on demand.



# SPEECH LANGUAGE PATHOLOGY (SLP)

## **SLP2300 Introduction to Communication Disorders**

Overview of the field of communication disorders and sciences, credentials required for licensing and certification as an SLP or audiologist, scope of practice, laws governing practice, ethical principles, and multicultural considerations. Common types of speech, language, and hearing disorders and their respective treatment processes. Basics of the clinical process and decision-making.

## **SLP2310 Language Development**

This course is a thorough study of language development from birth through adulthood. First, the cognitive, motor, perceptual, and social bases of language, and how development in these domains influences language development will be covered, followed by how these domains interrelate to form a complete language system. Language development through school-age, adolescence and adulthood will be covered, including literacy development.

## **SLP3310 Phonetics**

This course is designed to introduce students to the study of phonetics. Students will become fluent in the International Phonetic Alphabet and learn to transcribe speech using IPA symbols and diacritics.

## **SLP3320 Anatomy and Physiology of the Speech and Hearing Mechanism**

This course introduces students to the anatomy and physiology relevant to the production of speech, perception of sound, and swallowing process. Students will learn the structures, muscles and functions of respiration, phonation, articulation, sound perception, and swallowing. This knowledge of normal human anatomy and physiology contributes to the foundation upon which the study of speech, hearing and swallowing disorders is built.

## **SLP4310 Language Disorders Across the Lifespan**



Introduction to screening, evaluating, diagnosing, and treating common language disorders across the lifespan. Ethical, multicultural, and contemporary professional issues will be discussed.

#### **SLP4320 Speech Sound Development and Disorders**

Introduction to the development and acquisition of speech sounds in early childhood. Screening, evaluating, diagnosing, and treating common speech sound disorders across the lifespan. Ethical, multicultural, and contemporary professional issues will be discussed.

#### **SLP4330 Voice and Fluency Disorders**

Introduction to the causes, types, assessment, and treatment of voice disorders. Introduction to the nature, assessment and treatment of fluency disorders. Ethical, multicultural, and contemporary professional issues will be discussed.

#### **SLP4340 Speech and Hearing Science**

Introduction to the normal aspects of speech, language, and hearing, including physiological aspects of speech, acoustics of speech sounds, and speech production and perception, as well as the tools used in speech and hearing science research.



# SOCIOLOGY (SY)

Courses in Sociology are offered in support of several majors and areas of concentration in Social and Behavioral Science.

## **SY 2328 Introduction to Sociology**

An introduction to the field, including a study of social groups, culture, community, and family. Offered every fall.

## **SY 2390 Introduction to Interpersonal and Family Conflict and Violence**

This course will provide an introductory study of the problems and the effects of family violence and examine current societal responses to this increasing problem. It is designed to dispel the many myths that surround the various types of family violence. Offered on demand.

## **SY 3311 Sociological Concepts of the Family**

A sociologically-based course to provide understanding of the nature and influence of marriage and family relations in various cultures. Offered every semester.

## **SY 3312 Marital and Family Theory**

Introduction to systems, social learning, and psychodynamic marital theory. Attention given to dysfunctional manifestations within family systems and factors related to family strengths. Prerequisite: Permission of the instructor. Offered odd fall semesters.

## **SY 3329 Sociological Theory**

A study of the major contributions to the foundations and theories of the discipline of sociology. Prerequisite: SY 2328. Offered every fall.

## **SY 3330 Introduction to Social Work**

An introduction to the philosophy and practice of social work. Offered every spring.

### **SY 3331 Social Welfare and Social Problems**

A social work course emphasizing social welfare programs and the major social problems of contemporary America. Offered every spring.

### **SY 3360 Social Psychology**

An examination of the behavioral consequences of group and individual interaction.

Prerequisite: PY 1310 or SY 2328. Offered even fall semesters.

### **SY 3390 Interpersonal and Family Conflict and Violence**

This course will provide students with an in-depth study of the problems of violence in families including spouse abuse, child abuse, elder abuse, as well as the dynamics and dangers of violent relationships. The study will examine the root causes of family violence and the devastation, multigenerational effects of violence on its victims and society. Students will study current societal responses to family violence including protection services, treatment programs, legal defense strategies, and current legislation. Offered even spring semesters.

### **SY 4345 Professional Ethics in Behavioral, Family, & Social Sciences**

An in-depth study of the theories and principles of ethics and moral development and the impact of these upon individuals, families, communities, professional, and public decisions/policies. The study will also examine the relevant dilemmas faced in the delivery of professional behavioral, family, and social services to individuals, families, and groups in today's health-care systems. Prerequisite: Classification as a junior or higher. Offered even spring semesters.

### **SY 4350 Field Experience in Marriage and Family Therapy**

Supervised experience or research for qualified juniors or seniors with a major or emphasis in Marriage and Family Therapy. Prerequisite: Permission of the instructor. Offered every fall semester.

### **SY 4390 Internship and Pre-professional Seminar**

This course is a Pre-professional course, designed to assist the student in exploring the discipline of counseling, psychology, and sociology through clinical experience under the supervision of an experienced professional. Offered every spring semester.

## **Special Courses**

### **SY 2099/3099/4099 Individualized Study**

The course is for introductory level focused study in sociology. The course may involve a systematic reading program, library research, laboratory project, studio work, field study or

creative expression. Course includes conferences or tutoring as required, but no formal lectures or recitations. Quizzes, tests, and examinations as may be appropriate. SY 2099 is open to sophomores only; SY 3099 is open to juniors and seniors only; SY 4099 is open to seniors only. May be repeated for credit. Number of credit hours awarded (1-3) will be set by department head and approved by dean. Prerequisites: Instructor's consent, SY 2328. Offered on demand.



# THEATRE (TH)

## **TH 1007/08-2007/08; 1107/08-2107/08**

This course is a performance troupe focusing primarily on musical theatre repertoire and performing throughout the community and the southeast. This course may substitute for Performance Workshop in the BA in Theatre (performance emphasis) and in the BA in Music Theatre. 0-1 semester hours credit. Offered every semester.

## **TH 1103/2103/3103/4103 Theatre Workshop (Performance)**

Credit is given for participation in major production. Prerequisite: permission of instructor. 1 semester hour credit. Offered every semester.

## **TH 1104/2104/3104/4104 Theatre Workshop (Technical)**

This is a practical course in the technical aspects of production. Credit is given for technical participation in theatre productions. Prerequisite: permission of instructor. 1 semester hour credit. Offered every semester.

## **TH 2330 Acting I**

Basic rules of acting and practical training emphasized through rhythmic pantomime, scene performance, and varied roles. 3 semester hours credit. Offered every fall semester.

## **TH 2331 Acting II**

Continuation of Acting I with an emphasis on characterization. Prerequisite: TH 2330. 3 semester hours credit. Offered every spring semester.

## **TH 2340 Technical Theatre I**

Basic theory and practice in areas of technical production; the use of tools and stage equipment in construction of scenery, properties, lighting, costume, make-up, and sound. 3 semester hours credit. Offered every fall semester.

### **TH 2341 Technical Theatre II**

A continuation of study in the theory and practice of technical production including stage management, scenic construction, maintenance and fabrication of properties and costumes, and maintaining and running lighting and sound effects. Prerequisite: TH 2340. 3 semester hours credit. Offered every spring semester.

### **TH 3203 Stage Movement and Choreography I**

A survey of choreography forms used in stage productions. An activities-based approach to increasing individual physical theatrical performance skills. The methodology of the course varies by semester. Exercises will be given to strengthen and stretch the body. No previous movement experience required. Prerequisite: TH 2330. 2 semester hours credit. Offered even fall semesters.

### **TH 3204 Stage Movement and Choreography II**

An activities-based approach to increasing individual physical theatrical performance skills. The methodology of the course varies by semester. Exercises will be given to strengthen and stretch the body. Prerequisite: TH 3203. 2 semester hours credit. Offered odd spring semesters.

### **TH 3300 History of American Musical Theatre**

An in-depth study of the inception, styles, and trends of the American Musical. 3 semester hours credit. Offered odd fall semesters.

### **TH 3301 Theatre History**

General study of rise and development of Western theatre, from the classical period to contemporary theatre through reading and study of representative plays in conjunction with historical studies. 3 semester hours credit. Offered even spring semesters.

### **TH 3302 Dramatic Literature**

A historical survey of dramatic works that have influenced Western culture. 3 semester hours credit. Offered odd fall semesters.

### **TH 3303 Modern American Drama**

A study of the plays and texts that have shaped American drama in the twentieth century. 3 semester hours credit. Offered odd spring semesters.

### **TH 3304 Fundamentals of Make-up**

A study of how various aspects of a character are communicated to an audience through the use of makeup. Students learn basics of stage makeup, including aging techniques, character

analysis, corrective makeup, use of color, use of simple modeling materials, crepe hair, and beginning special effects. Students work as part of the makeup crew for at least one main season show. Prerequisite: TH 2340. 3 semester hours credit. Offered odd spring semesters.

### **TH 3305 Voice and Diction**

An introductory course to interpretation and techniques of oral reading using the International Phonetic Alphabet to study dialects and proper stage diction. 3 semester hours credit. Offered even spring semesters.

### **TH 3314 History of Costume**

A historical survey of costumes from biblical times to the present. Cultural customs are discussed as they relate to the costume of the day. 3 semester hours credit. Offered odd spring semesters.

### **TH 3330 Acting III**

Extensive scene work supervised by a faculty member. Designed to allow the student to experiment with styles of his/her own choosing. The course leads to a major presentation by the acting student. Prerequisite: TH 2331. 3 semester hours credit. Offered odd fall semesters.

### **TH 3331 Acting IV**

This course will examine the different responsibilities, problems, and opportunities an actor is likely to encounter in commercial, community, and educational theatre work. This class will contain lecture, audition preparation, and a showcase performance. Prerequisite: TH 3330. 3 semester hours credit. Offered even spring semesters.

### **TH 3340 Technical Theatre III**

A study of the materials and procedures used to create desired theatrical effects. Prerequisite: TH 2341. 3 semester hours credit. Offered odd fall semesters.

### **TH 3341 Technical Theatre IV**

An advanced practical application class for the study of a variety of theatrical effects, including lighting, sound, costumes, props, and set designs. Prerequisite: TH 3340. 3 semester hours credit. Offered even spring semesters.

### **TH 4129 Materials and Methods in Theatre**

The course focuses on the materials and methods of teaching as related to the field of theatre and the purposes of education and characteristics of adolescents. Prerequisites: Admission into

the teacher education program and concurrent enrollment in ED 4229. 1 semester hour credit. Offered even fall semesters.

### **TH 4301 Stage Management**

This course will examine the challenges and responsibilities often faced by a stage manager when working in commercial, community, and educational theatre. This course contains both lecture and hands-on training. Prerequisite: TH 2340. 3 semester hours credit. Offered even fall semesters.

### **TH 4302 Play Directing**

A lecture and workshop-based course about selecting, analyzing, staging and producing plays. Includes student directing of short plays. Prerequisite: TH 2340. 3 semester hours credit. Offered even fall semesters.

### **TH 4332 Christian Aesthetics and Philosophies of Theatre**

This course explores the nature of theatre from a Christian perspective with special emphasis on how Christian theatre artists can work while maintaining their faith. 3 semester hours credit. Offered even spring semesters.

### **TH 4360 Theatre Internship**

Supervised work experience in a professional, regional, community, or educational theatre environment. Prerequisite: departmental approval. 3 semester hours credit. Offered on demand.

## **Special Courses**

### **TH 2099/3099 Individualized Study**

May involve a systematic reading program, library research, laboratory project, studio work, field study, or creative expression. Conferences on tutoring may be required, but not formal lectures or recitation. Quizzes, tests, and examination as appropriate. TH 2099 is open only to sophomores; TH 3099 is open to juniors and seniors. May be repeated for credit. Number of credit hours (1-3) will be set by the department chair and approved by the dean.





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## INTERCOLLEGIATE ATHLETICS

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Jake Mitchell, Women's Assistant Coach

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Zach Langford, Offensive Line Coach

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**Camp, William F.** Adjunct (HRM) B.S., Faulkner University; M.B.A., Auburn University Montgomery.

**Campbell, Charles B.** Associate Dean of Academic Affairs, Associate Professor of Law. B.S., Auburn University; J.D., University of Virginia School of Law.

**Cantlay, Kimberly** Instructor (Birmingham). B.S., M.Ed., University of Alabama Birmingham.

**Cantrell, Tiffany** Instructor, Faulkner Online Director. B.A., Howard Payne University, M.A., Texas Tech University.

**Carswell, Thomas W.** Adjunct (CJ). B.S., M.S., Faulkner University; M.S., Columbus State University.

**Carter, Emily** Assistant Professor (Huntsville). B.S., Faulkner University; M.A., University of North Alabama; Ph.D., Alabama A&M University.

**Casimir-Patton, Belinda** Adjunct (Computer Science). B.S., State University of New York; M.S., Troy University.

**Cates, Paul L.** Adjunct (Counseling). B.A., M.A., Abilene Christian University; M.Ed., Ed.D., Auburn University.

**Champion, Michael B.** Assistant Professor of Math, B.S., University of Alabama; M.A., Faulkner University

**Chapman, Jonas** Adjunct (BBA). B.S., M.B.A., Auburn University Montgomery.

**Chapman, Dawn** Adjunct (Math) B.S., Ohio University Athens; M.S., Alabama State University

**Cheatham, Candy N.** Adjunct (CJ, Huntsville). B.S., University of North Alabama; M.S., Auburn University Montgomery.

**Cheng, William** Adjunct (HRM, BBA). B.A., M.A., National Cheng Chi University; Ph.D., State University of New York Binghamton.

**Christoff, Joi Tatum** Assistant Professor of Law, Director of Legal Writing Program. B.S., Auburn University Montgomery; J.D., Thomas Goode Jones School of Law; LL.M. (Tax), University of Alabama.

**Clark, Eddie** Adjunct (MSC). B.A., Faulkner University, M.S., Troy University, Ph.D., Auburn University.

**Clark, Mark** Adjunct (Birmingham). B.A., M.B.A., University of Alabama

**Clements, P. Allen** Professor of Music; Director of Chorus. B.M.Ed., Harding University; M.M., University of Alabama; Ph.D. University of Missouri.

**Clemons, Donna** Associate Professor of Kinesiology and Exercise Science; Chair, Department of Kinesiology and Exercise Science. B.A., M.A., Missouri Baptist College; Ph.D., United States Sports Academy.

**Cobb, Tony** Adjunct (HRM). B.S., M.A., Jacksonville State University.

**Coker, Charles B.** Lecturer (Business, Mobile). B.S., M.S., University of South Alabama; M.S., Southern Methodist University.

**Coker, James** Adjunct (BCJ). B.A., University of Alabama; M.S., Faulkner University.

**Coker, Lynne** Adjunct (BCJ). B.A., Samford University; J.D., Cumberland School of Law.

**Cole, Kay** Adjunct (BBA). B.S., Faulkner University; M.S., Troy University.

**Collins, R. Bryan.** Instructor, Huntsville Campus Director, B.S. Lipscomb University; B.A., M.A. Heritage Christian University; M.S. Kennesaw State University; Ph.D. (Pending) Mercer University.

**Comer, Rodney** Adjunct (HRM, BBA). B.S., Alabama State University; M.S./P.G., Auburn University Montgomery.

**Conley, Matthew** Assistant Professor of Bible. B.A., Faulkner University; M.S., Amridge University.

**Conner, Tiffany** Adjunct (Birmingham). B.A., M.A., University of Alabama

**Conrad, Jody** Adjunct (Mobile) B.S., Miami University, M.A., University of Akron.

**Conwell, Wesley** Adjunct (BBA, HRM). B.S., University of Alabama; M.S., M.B.A., University of Alabama Birmingham.

**Copeland, Carla** Adjunct (BBA, BSB, HRM); B.B.A., Faulkner University; M.S., Troy University, M.B.A., Auburn University Montgomery.

**Cordle, Herbie** Adjunct (Adult Evening Program). B.S., M.S., Ed.S., Troy University.

**Cowell, Leslie** Associate Professor; Dean, College of Education. B.S., Auburn University; M.Ed., University of West Florida; Ph.D., Auburn University.

**Coyle, Rebecca** Lecturer (Counseling). B.A., Harding University; M.A., Northeast Louisiana University.

**Crabtree, James** Adjunct (HRM). B.S., Alabama Christian College; M.Ed., Abilene Christian University; Ed.D., Auburn University.

**Craft, John** Clinical Associate Professor of Law, Director of Clinics and Externships. B.A., Auburn University; J.D., Jones School of Law.

**Culbertson, Jerry** Adjunct (Birmingham). B.S., Central Michigan University; M.DIV, M.A., M.MIN, Harding University.

**Cunningham, Debra** Lecturer (Science). B.S., University of Northern Iowa, Ph.D., Auburn University.

**Cureton, Sharon** Adjunct (HRM). BS, University of South Alabama; MBA, Auburn University Montgomery.

**Dahle, Craig D.** Adjunct (BCJ, Mobile). B.A., University of Wisconsin Madison; J.D., John Marshall Law School, Chicago.

**Daly, Patrick** Assistant Professor; Director, HRM. B.A., Faulkner University; M.S., Troy State University.

**Dardeau, Genevieve M.** Adjunct (Speech, Mobile), B.A. Auburn University, M.A. Florida State University.

**Davis, Arlene** Adjunct (BBA, HRM). B.S., Troy University; M.S., University of West Alabama; M.B.A., Ph.D., Capella University.

**Davis, Cathy** Assistant Professor of Legal Studies; Chair, Department of Criminal Justice and Legal Studies; B.S., Faulkner University; M.S., Faulkner University; M.S., George Washington University.

**Davis Woodson, Angela** Adjunct (BBA, BSB, HRM). B.S., Virginia College Birmingham; M.A., Webster University.

**Davison, Tony** Lecturer (Theater). B.S., B.A., Faulkner University; M.F.A., Savannah College of Art and Design.

**DeBoer, Michael J.** Associate Professor of Law. B.A., Liberty University; M.A.R., Liberty Baptist Theological Seminary; M.Div., Southeastern Baptist Theological Seminary; J.D., Valparaiso University School of Law; LL.M., Indiana University School of Law.

**Dees, Alford Jerome** Professor of Law. B.A., Auburn University; J.D., Cumberland School of Law.

**DeRosa, Louis** Adjunct (Huntsville) B.S., Auburn University; M.B.A., Alabama A&M University.

**Dickson, Angela Allen** Associate Professor of Theatre; Co-Director of Theater. B.A., Faulkner University; M.F.A., University of Alabama.

**Dudley, April.** Adjunct, (Education) B.S., M.Ed., Ed.S., Auburn University Montgomery.

**Dutton, Ray B.** Adjunct (Bible). B.A., Alabama Christian School of Religion, M.A., Harding Graduate School of Religion.

**Edwards, Terry L.** Professor of Humanities and Bible; Director of Study Abroad. B.A., Harding University; M.A., Ph.D., Florida State University.

**Elders, Ron** Adjunct (BBA) B.B.A., University of Montevallo; M.B.A., Samford University.

**Eldridge, Allan** Adjunct (BBA, HRM). B.A., Harding University; M.Th., Harding Graduate School.

**Eldridge, Greg** Adjunct (BBA, BSB, HRM). B.S., University of Maryland University College; J.D., Thomas Goode Jones School of Law.

**Ellis, Kevin** Assistant Professor of Bible. B.A., Harding University; M.A., Abilene Christian University.

**English, Aubrey Brad** Adjunct (HRM). BS, Auburn University; MS, University of Alabama Birmingham

**Evans, Joseph Bryant Adjunct** (Mobile). B.A., Freed-Hardeman University, M.A. Southern Christian University.

**Felton, John Brad** Adjunct (BCJ, Birmingham). B.A., Samford University; J.D., Cumberland School of Law.

**Finch, Eddie** Adjunct (Military Education). B.A., Heritage Christian University; M.A., Liberty University.

**Fletcher, Lane** Adjunct (MSC) B.A., University of Louisiana at Monroe, M.E.D., William Carey University, Ph.D., Amridge University

**Flowers, Wanda** Adjunct (Military Education). B.S., M.B.A., Troy State University; Ed.D., University of Alabama.

**Ford, Therese** Lecturer (CJ, Legal Studies). B.A., Auburn University Montgomery; J.D., Thomas Goode Jones School of Law; M.P.A., Auburn University Montgomery.

**Foster, Stephen D.** Assistant Professor of Music. B.S., Middle Tennessee State University; M.M., Belmont University; E.D., Tennessee Technological University; E.D., Ed.S., Union University.

**Free, Christopher** Adjunct (BCJ). B.S., Athens State University; M.S., Faulkner University.

**Fullman, Josh** Associate Professor of English; Director, Faith and the Academy. B.A., California State University; M.S., University of Edinburgh; Ph.D., Southern Illinois University.

**Fullman, Leah** Instructor (Speech-Language Pathology). B.S., California State University, Fullerton; M.S. CCC-SLP, Southern Illinois University.

**Gaines, Cleophus (J.R.)**, Adjunct (CJ, Legal Studies) BS, Jackson State University; MS, Jackson State University; LLM, Georgetown University; JD, The University of Alabama.

**Garner, Donald W.** Professor of Law. B.A., University of Texas Arlington; J.D., University of Texas.

**Gee, James C.** Assistant Professor of Old Testament Studies. B.A., M.A.R., Lipscomb University, M.Div., Ph.D., Amridge University.

**Gentle, Mickey** Adjunct (CJ, Huntsville). B.A., University of Alabama Huntsville; J.D., Jones School of Law.

**Gibbs, Barbara** Lecturer (Mobile). B.A., University of Texas, M.S., University of South Alabama.

**Gladden, Curtis** Adjunct (BBA). B.S., Bemidji State College; M.S., New Mexico State University.



**Gleaves, G. Scott** Associate Professor of New Testament Studies and Christian Ministry; Dean, V. P. Black College of Biblical Studies and Kearley Graduate School of Theology. B.A., Lipscomb University; M.S., M.Div., Abilene Christian University; D.Min., Southern Christian University, Ph.D., Amridge University.

**Goosby, Linda Michelle** Adjunct (Military Education). B.S., Troy State University Dothan; M.S., Troy State University.

**Godby, Brionne** Adjunct B.S., Faulkner University; M.A., Brandeis University

**Gosselin, Karen** Adjunct (Music) Adjunct Music. BAED, Music, Southeastern Oklahoma State University; M.M., Music, Southwestern Baptist Theologic.

**Gray, John Philip** Professor of Criminal Justice and Legal Studies, Director of MCJ. B.S., University of North Alabama; B.A., Heritage Christian University; M.A., Lipscomb University; M.B.A., Samford University; J.D., Thomas Goode Jones School of Law; L.L.M. in Taxation, University of Alabama School of Law.

**Grissett, Jendia** Professor (Academic Affairs). B.S., Troy University; M.S.W., University of Alabama; M.S.Ed, Capella University; Ed.D., Alabama State University.

**Gunn, Duane** Adjunct (BBA, BSB). B.S., Florida State University; M.S.M., Lesley University; Ph.D., Capella University.

**Guy, James** Associate Professor of Behavioral Sciences, Chair, Department of Social and Behavioral Sciences, B.A., Heritage Christian University, M.A., Liberty University, Ph.D., Capella University

**Hails, LaShanda** Adjunct (BCJ). B.S., Alabama State University; M.S., Auburn University Montgomery; M.S., Troy University.

**Hall, Thea**, Adjunct (CJ, Hanceville). B.S., Jacksonville State University; M.S., Auburn University Montgomery; Ph.D., Walden University.

**Hamlett, Ashley H.**, Assistant Professor of Law, B.S., University of North Carolina-Chapel Hill; J.C., University of Alabama School of Law.

**Hammond, Jeff** Associate Professor of Law. B.A., Harding University; M.T.S., J.D., Emory University.

**Hammond, Susan** Assistant Professor of Computer Science. B.S., Freed-Hardeman University, M.B.A., Georgia State University, Ph.D. (ABD), Auburn University.

**Harper, Lois** Adjunct (Huntsville). B.S., University of New Mexico; M.S., Ph.D., University of Alabama Huntsville.

**Harris, Peggy** Adjunct (Criminal Justice), BS, Faulkner University; MS, Faulkner University

**Harris, Zollie W** Adjunct (CS) B.S. Tuskegee University; B.A. University of Colorado; M. Ed., Tuskegee University

**Harrison, Dennis** Academic Support Counselor and Adjunct Professor of Law, B.S., Auburn University; J.D., Thomas Goode Jones School of Law.

**Hatcher, Jeffery** Adjunct (Military Education). B.S., Embry Riddle University; J.D., Thomas Goode Jones School of Law.

**Haynes, David** Adjunct (Mobile). B.S., University of Mobile; M.S., University of South Alabama; M.S.W., University of Alabama.

**Haynes, Ronald** Adjunct (Mobile). B.S., M.A., University of Alabama.

**Haynes, William Kenneth** Adjunct (HRM). B.S., MBA, Auburn University.

**Heath, Oliver** Adjunct (Mobile). B.S. Auburn University, M.S. University of Mobile, MDIV. Golden Gate University.

**Hermeling, Keith** Adjunct (BBA). B.B.A., M.B.A., Troy University.

**Henegar, Brittany** Adjunct (Birmingham). B.S., M.S., Ed.S., Univeristy of Alabama at Birmingham.

**Herring-Cole, Deidre** Assistant Professor. B.S., Mercer University; M.S., University of Southern Mississippi.

**Hester, David W.** Lecturer (Bible). B.A., Freed-Hardeman University, M.A., Ph.D., Amridge University.

**Hicks, Dixie C.** Lecturer (History & Anthropology); B.A., California State University; M.A., Ph.D., Memphis State University.

**Hicks, Jean** Adjunct. B.A., College of Charleston; M.A.T.L., University of Southern Mississippi.

**Hicks, L. Edward** Professor of History and Political Science; B.A., Claremont Men's College; M.A., Claremont Graduate School; Ph.D., Memphis State University.

**Hightower, Charles** Adjunct (BBA). B.B.A, M.B.A., Auburn University Montgomery.

**Hill, John R.** Adjunct (HRM, BBA, Birmingham). B.A., Freed-Hardeman University; M.A., Memphis State University; Ph.D., University of Alabama.

**Holston, Richard** Adjunct (BBA). B.S., Troy State University; M.S., University of Alabama Huntsville.

**Homesley, Dennis** Adjunct (HRM, BBA, Huntsville). B.S., Auburn University; M.S., University of Alabama Huntsville; M.B.A., Vanderbilt University.

**Horn, Rebecca** Assistant Professor of Education, Director of Assessment and Graduate Advising; B.S., Faulkner University; MED, AUM; Ed.S., Auburn University.

**House, Audrey Minor** Assistant Professor of Counseling (Mobile). B.A., M.S. Auburn University.

**Howard, Stephanie R.** Adjunct (Counseling). B.A., Louisiana State University, M.Ed., Alabama State University, Ph.D., Auburn University.

**Howell, Shirley** Professor of Law. B.A., Huntingdon College; J.D., Thomas Goode Jones School of Law.

**Hudson, Wanda** Adjunct (BBA, BSB). B.S., University of Southern Mississippi; M.B.A., University of Mobile.

**Hughes, Fred** Adjunct (Birmingham, BBA). B.S., M.B.A., Jacksonville State University.

**Ingram, Michael D.** Adjunct (Military Education). B.A., M.A., University of Alabama Birmingham; Ed.D., Jacksonville State University.

**Isphording, Brian** Adjunct (BBA). B.S., University of South Alabama; J.D., Cumberland School of Law.

**Itson, Donna** Assistant Instructor (Library); B.A. Harding University; M.L.I.S., Valdosta State University

**Jackson, Diondra** Adjunct (BCJ). B.S., University of Alabama Birmingham; M.S., Capella University; Ph.D., Capella University.

**Jacobs, Andrew** Associate Professor of English; Director, Great Books Honors College. B.A., Faulkner University; M.L.A., Auburn University Montgomery; Ph.D., Faulkner University.

**Jayroe, Monica E.** Professor of Criminal Justice and Legal Studies. B.A., University of Alabama; M.S., University of Cincinnati; J.D., Jones School of Law.

**Jewell, Jason E.** Professor; Chair, Department of Humanities. B.A., Harding University; M.A., Pepperdine University; Ph.D., Florida State University.

**Jewell, Victoria L.** Adjunct (Music) Adjunct Music. B.A., Music, Harding University; M.M. MU PERF, University of Central Arkansas.

**Johnson, David M.** Professor of Finance. Associate Dean, College of Business; B.S., B.A., Harding College; M.B.A., Memphis State University; Ph.D., University of Cincinnati.

**Jones, Christi** Assistant Professor (MSC) B.S., Auburn University Montgomery, M.Ed., Ph.D., Auburn University.

**Jones, David Alan** Adjunct (HRM). B.A., M.Ed., Auburn University.

**Jones, Dennis** Adjunct (Huntsville). B.A. International Bible College. M.S. Murray State University.

**Jones, Gerald B. Jr.** Adjunct (Business); General Counsel; B.A., Faulkner University; M.S., Troy University Montgomery; J.D., University of Alabama School of Law.

**Jones, Jody Dustin** Adjunct (BBA). B.S., Faulkner University; M.B.A., Auburn University Montgomery.

**Kasarjian, Natasha** Lecturer (Computer Applications). B.S., Faulkner University; M.S., Troy State University.

**Kaye, Alan L.** Assistant Professor; Director, MSM; Associate Director, BBA and HRM. B.A., University of Georgia; M.L.S., Emory University; M.B.A., Georgia Southern University; S.L.S., Florida State University.

**Keele, Layne S.** Associate Professor of Law. B.B.A., Freed-Hardeman University; J.D., Indiana University.

**Kelly, Barbara** Professor; Director of Libraries. B.A., Faulkner University; M.L.I.S., University of Alabama.

**Kelly, Dean** Adjunct (English). B.S., Freed-Hardeman University; M.L.A., Auburn University Montgomery.

**Kendall, Tony** Adjunct, (Mobile). B.A., Lipscomb University; M.A., University of South Alabama.

**Kennedy, John Kirby** Adjunct (BBA). M.B.A., University of Alabama Birmingham; J.D., Birmingham School of Law.

**Khadanga, Dave** Professor of Business; Dean, College of Business. B. Commerce, M. Commerce, LL.B., Utkal University; India; M.B.A., Alabama A&M University; Ph.D. (Management), Utkal University, India.

**Khadanga, Rosie** Professor of Information Systems (MSM, MBA); B.A., Utkal University, India; M.B.A., Alabama A&M University; M.S., Troy State University; Ed.D., Auburn University.

**Kingsley, Andrew** Adjunct, (Bible). B.A., M.A., Faulkner University.

**Kinner, Toni** Adjunct (BBA). B.S.B.A., Auburn University Montgomery; M.B.A., J.D., Stetson University.

**Lackey, Melissa L.** Adjunct (CJ, Huntsville). B.A., University of Alabama; M.S., University of Cincinnati.

**Lambert, Ronald F.** Assistant Professor; Director, BBA Program. B.S., Auburn University; M.B.A., Auburn University Montgomery.

**Lampley-Moultrie, Colette.** Adjunct (Huntsville). B.S. Troy State University; M.Ed. Alabama A&M University.

**Lanza, Dianne.** Adjunct (Huntsville). B.A. Jacksonville State University; M.S., Ed.S. Alabama A&M University.

**Lavas, Nena** Adjunct (Birmingham). B.A., B.S.N., University of Alabama Birmingham; M.A., Middle Tennessee State University; R.T.C., Institute for Reality Therapy.

**Lawler, Johnny Charles** Adjunct (BBA). B.S., M.B.A., Troy University.

**Lawrence, Craig** Adjunct (Birmingham). B.S., Tennessee Temple University; M.A., Samford University; Ph.D., University of Alabama.

**Ledwell, Sandra.** Adjunct (Education) B.S., University of Montevallo; M.A., University of Alabama; Ed.D., Nova Southeastern University.

**Lee, Bruce** Adjunct (Mobile). B.A., University of South Alabama, M.S., St. Leo University.

**Lester, Joseph L.** Professor of Law; Director of Advocacy. B.A., Vanderbilt University; J.D., University of Kentucky School of Law.

**Levens, Dara** Adjunct (BBA). B.S., University of Alabama Birmingham; M.S., Troy University.

**Leverette, John Thomas** Adjunct (BBA). B.S., University of Alabama; J.D., Birmingham School of Law.

**Lindsay, Thomas** Adjunct (Humanities) Adjunct Humanities. P.h.D., SSPOLS, University of Chicago.

**Ling, Susan** Assistant Professor of Math. B.S., M.S., David Lipscomb University.

**Linville, Mark** Adjunct (Humanities). B.A., BI, Florida Christian College; M.A., PHIL, University of Wisconsin; P.h.D., PHIL, University of Wisconsin.

**Lockerd, Ben** Adjunct (Humanities). B.S., EH, University of Wyoming. M.A., EH, University of Toronto. P.h.D., EH, University of Connecticut.

**Lucas, Joy** Professor of Education and Physical Education. B.S., M.S., Indiana University; Ed.D., Montana State University.

**Luck, Carla** Adjunct (CACC). B.A., Rhodes College, M.A., University of Texas at Austin, Ph.D., Southern Illinois University Carbondale.

**Luster, Sandy** Assistant Professor, Director of Field and Clinical Experiences and Certification Officer College of Education. B.S., Auburn University Montgomery, M.Ed. Auburn University Montgomery.

**MacLeod, Adam** Associate Professor of Law. B.A., Gordon College; J.D., University of Notre Dame.

**Madu, Chikezie O.** Adjunct (Science). B.S., University of Uyo, Nigeria; M.Ed. Freed-hardeman University; Ph.D., University of Tennessee Health Science Center

**Mann, Patricia** Adjunct (CACC). B.A., Emmanuel College Georgia, M.A., Regent University.

**Marchelos, George** Adjunct (Huntsville). B.A., M.A., University of Florida.

**Martin, Greg** Adjunct (BBA, HRM). B.S., Faulkner University; M.S., Abilene Christian University.

**Martin, Mark** Adjunct (Bible). B.A., Alabama Christian College, M.A., Troy State University, M.A.R., Harding Graduate School of Religion.

**Mathews, Christopher** Adjunct (BCJ). B.S., Faulkner University; M.S., Auburn University Montgomery.

**May, Cecil R. Jr.** Dean Emeritus, V. P. Black College of Biblical Studies. B.A., Harding University; M.A., M.Th., Harding University Graduate School of Religion; LL.D., Freed-Hardeman University.

**McClellan, Emmett G. Jr.** Adjunct (HRM). B.S., University of Alabama; M.S., Pepperdine University.

**McCombs, Jennifer** Adjunct (Birmingham). B.S., Birmingham Southern College; M.S.W., University of Alabama

**McDaniel, John Mark** Adjunct (BBA). B.S., Athens State College; J.D. Birmingham School of Law.

**McFarland, Robert L.** Associate Professor of Law, Associate Dean of External Relations. B.A., Oklahoma Christian University; J.D., Pepperdine University School of Law.

**McGuire, Charles E. III** Adjunct (BCJ). B.S., University of South Alabama; J.D., University of Alabama School of Law.

**McLaney, Judy** Adjunct (BBA, BSB). B.S., Troy State University; M.S. University of Phoenix.

**McLemore, Thomas** Adjunct (BBA). B.A., Freed-Hardeman University; M.Div., Ph.D., Harding University.

**McLure, Tom** Adjunct (Birmingham). A.A., Freed Hardeman University; B.A., Harding University; M.A., Harding Graduate School of Religion; M.A., University of Alabama-Birmingham.

**McTear, Kelly**, Clinical Assistant Professor of Law, Director of Family Violence Clinic, B.A., Rhodes College; J.D., University of Alabama School of Law.

**Mease, Daniel** Instructor; Instructional Support Lab Coordinator; B.S. Faulkner University

**Mitchell, Anne Marie** Adjunct (CACC). B.S., M.S., Auburn University.

**Mitchell, Ronald Scott** Adjunct (COE) B.S., Texas Christian University; M.A., University of Northern Colorado; Ed.D., Lipscomb University.

**Mkpong-Ruffin, Idongesit** Professor; Chair, Department of Computer Sciences. B.S., Freed-Hardeman University; M.B.A., Tennessee State University; M.S., Troy State University; Ph.D., Auburn University.

**Moore, Angela** Professor; Public Services Librarian. B.S., University of Rio Grande; M.L.I.S., University of Alabama.

**Morris, Kelly** Professor of English; B.A., Harding College; M.A., Arkansas State University; Ph.D., University of Mississippi.

**Morris, Elyce C.** Clinical Assistant Professor of Law, Director of Mediation Clinic, A.B., The college of William and Mary; J.D., University of Southern California Gould School of Law; LL.M., in Dispute Resolution, Pepperdine University School of Law.

**Moretti, Joseph.** Adjunct (Huntsville). B.S., M.S. University of Alabama at Huntsville.

**Morton, Bruce** Assistant Professor of Bible. B.A., Freed-Hardeman University, M.A.R., Harding University.

**Mullen, Michael W.** Adjunct (Military Education). B.S., Athens State University; M.S., University of Arkansas; M.S., University of Alabama Huntsville.

**Murphy, James L.** Adjunct (Education). B.S., M.Ed., Ed.D., Mississippi State University.

**Murphy, Mary E.** Adjunct (English). B.A. University of South Alabama, M.A. University of Mississippi

**Murrell, David** Adjunct. (CS, BIS). B.S., University of Alabama; M.S., Purdue University.

**Myers, Robert Donald** Assistant Professor of Bible. B.S., M.S., University of Southern Mississippi; M.A., Amridge University.

**Nall, J. Benjamin** Assistant Professor; Adult Evening Program Director. B.A., M.Ed., Harding University.

**Nelson, Charles I.** Professor of Law; Dean, Thomas Goode Jones School of Law. B.S., Abilene Christian University; J.D., University of Texas.

**Newberry, Norman** Adjunct (BBA, HRM). B.A., Southwestern State College; M.S., Ed.D., University of Tennessee Knoxville.

**Newell, Cliff** Adjunct (Mobile, BBA). B.A., Southern Christian University, M.A., Southern Christian University, M.P.A., Kentucky State University, D.Min., Southern Christian University.

**Newell, Diane** Assistant Professor (BBA, HRM), Mobile Campus Director, B.B.A. King University, M.B.A. King University.

**Nichols, Cody** Assistant Professor of Computer Applications, Director, BSB. B.A., University of Alabama; M.B.A., Troy University.

**Noell, Jan** Adjunct (BBA). B.S., M.B.A., Jacksonville State University.

**Norris, Debbie E.** Adjunct (Adult Evening Program). B.A., M.P.A., Auburn University.

**Norvell, Jeanell J.** Adjunct. B.S., M.S., Troy University, Ph.D., Amridge University.

**Odum, Terry E.** Adjunct (CJ, Huntsville). B.P.A., National University LaJolla; M.S., Auburn University Montgomery.

**Oliver, Michael** Adjunct (BBA). B.S., Athens State University; M.B.A., Alabama A&M University.

**Oree, Andy** Professor of Law. B.B.A., Harding University; J.D., University of Chicago.

**Otey, Melvin** Associate Professor of Law, BSBA, Saint Louis University; B.A., Amridge University; M. Div., Amridge University; J.D., Howard University School of Law.

**Otwell, Michelle** Assistant Professor; Director of Student Success. B.S., Faulkner University; M.S., Amridge University.

**Ours, Christopher** Instructor, Faulkner Online; M.S. Faulkner University.

**Pace, Beverly Nall** Adjunct (English). A.A., Alabama Christian College; B.A., M.Ed., Harding University.

**Palmer, Mary** Lecturer (Mobile). B.A., M.A., University of South Alabama.

**Panagotacos, Gigi** B.S., Florida State University; J.D., Florida State University; M.L.S., Florida State University.

**Parker, Floyd O. Jr.** Professor of Greek and New Testament Studies. B.S., Faulkner University; M.A., M.Div., Amridge University; M.Phil., Ph.D., Drew University.

**Parker, Gary** Lecturer (Birmingham). B.S., University of Alabama Birmingham; M.A., University of Montevallo; MSCE, University of West Alabama.

**Patty, Rebecca** Adjunct (Legal Studies), BA, Jacksonville State University; JD, Samford University.



**Paul, Roy B.** Adjunct (HRM). B.S., Georgia Institute of Technology; M.B.A., Vanderbilt University.

**Paulk, Sharon M.** Associate Professor of Mathematics; Chair, Department of Mathematics. B.S., M.Ed., Auburn University Montgomery.

**Pence, Nannette Ella** Adjunct (Education). B.S. Athens State College, M.S., A & M University.

**Perry, E.L.** Lecturer (Mathematics and Computer Science). B.A., University of Texas; M.A., University of Illinois; Ph.D., Texas Christian University.

**Perry, Michelle** Adjunct (Mobile). B.S., M.Ed., University of South Alabama; J.D., Thomas Goode Jones School of Law.

**Perry, Phillip R.** Adjunct Music. A.A., AA, CCCC Ark City, KS. B.S., PY/COU, Troy University Montgomery. M.S., COU, Troy State University Montgomery. M.E.D., MED/EE, Auburn University Montgomery.

**Phares, Michael A.** Adjunct (Military Education). B.S., M.S., Troy State University.

**Phillips, Pat W.** Lecturer (Math). B.S., Lipscomb University; M.A., University of Tennessee Knoxville.

**Phillips, Steve** Associate Professor of Physical Education. B.S., Auburn University Montgomery; M.Ed., Alabama State University.

**Pittman, Teresa** Adjunct. B.A., University of Montevallo; M.Ed., University of Georgia.

**Plunkett, Grover** Assistant Professor of History and Political Science. B.S., University of Alabama; M.S., Troy University.

**Plunkett, Wendy** Assistant Professor, Student Success Advisor. B.S., Auburn University; M.S., University of Alabama.

**Poe, Beth** Adjunct (BBA). B.A., Vanderbilt University; J.D., University of Alabama Law School.

**Powell, David** Adjunct (BBA). B.A., David Lipscomb University; M.S., M.S., Southern Christian University.

**Powers, Margaret** Adjunct (Mobile). B.S. University of Southern Mississippi, M.B.A. William Carey University.

**Price, Elsa** Professor of Education and Biology B.S., Jacksonville State University; M.S., University of Alabama; Ed.D., Auburn University.

**Rampersad, Dave** Professor of Chemistry; Vice President, Academic Affairs. A.S., Alabama Christian College; B.A., Abilene Christian University; Ph.D., University of West Indies.

**Raza, Syea** Adjunct (Computer Science). B.S., State University of New York; M.S., Troy University Montgomery.

**Reinke, Gary** Adjunct (BBA, BSB). B.S., University of Wisconsin; M.S., Central Michigan University.

**Renehan, F. M. (Buddy)** Adjunct. B.S., Alabama Christian College; M.S.W., University of Georgia.



**Renfro, Guy** Assistant Professor of Behavioral Sciences; B.A., Lipscomb University, M.S., Auburn University, Ph.D., Auburn University

**Rester, Candi Lynn** Assistant Professor; Student Success Representative (Mobile). B.S., Faulkner University, M.S.C.E. University of West Alabama.

**Revels, Nicholas A** Adjunct (Computer Science). B.S., Faulkner University

**Reynolds, Donald R.** Instructor; University Registrar. B.S., Lubbock Christian University; M.S., Eastern New Mexico University; Ed.S., Missouri State University.

**Reynolds, Thurston H. II** Professor of Law. B.A., Abilene Christian University; J.D., University of Texas School of Law; L.L.M., New York University School of Law.

**Richard, Junie P.** Adjunct (CJ). B.A., M.S., University of Alabama Birmingham; J.D., Birmingham School of Law.

**Richardson, Sandra** Adjunct (BBA, HRM). B.S., Troy University; M.B.A., Spring Hill College.

**Roberson, Matt** Adjunct Humanities. B.A., MU, Harding University. M. M., MU CO, Florida State University. P.h.D., MU/CO, Florida State University.

**Roberts, Kenny** Assistant Professor of Business (BBA, MBA, MSM). B.A., M.B.A., National University; Ph.D., Walden University.

**Robinson, Earl, Jr.** Adjunct (BBA, HRM). B.A., University of Detroit; M.S. Troy State University; Ph.D., Old Dominion University.

**Rogers, Keith** Adjunct (BBA). B.A., M.A., Abilene Christian University.

**Roh, Joseph** Adjunct (Military Education). B.S., M.Ed., Auburn University.

**Russell, Carlotta** Adjunct (BBA, HRM). B.B.A., Faulkner University; M.B.A., William Carey College.

**Sabir, Theodore S** Professor of Natural and Physical Sciences ; B.S., Palm Beach Atlantic College; M.S., Florida Atlantic University; Ph.D., Loma Linda

**Schlundt, Al F.** Professor of Biology; B.A., University of California; M.S., University of Florida; Ph.D., Utah State University.

**Schneider, Cynthia** Adjunct (Mobile). B.A., University of Nebraska, M.A., University of Nebraska, PHD University of Nebraska.

**Schultz, Connie** Lecturer (Birmingham). B.S., David Lipscomb College; D.D.S., University of Tennessee.

**Schupp, John** Adjunct (CJ). B.A., Tulane University; M.S., Loyola University; J.D., Tulane University.

**Sfakianos, Constantine** Adjunct (BBA, BSB). B.S., Auburn University; M.B.A., Auburn University Montgomery; J.D., Jones School of Law.

**Shanks, Julius N.** Adjunct (Education). B.S., Tuskegee University, M.Ed., Alabama State University, Ed.D., Auburn University.

**Sherer, Ray** Adjunct (HRM, BBA). B.S., University of North Alabama; M.B.A., Auburn University Montgomery.

**Shirley, Taten C.** Assistant Professor Humanities. B.A., EH, Auburn University. MLA, Faulkner University.

**Simmons, Mary Beth** Adjunct (Criminal Justice) BS, Faulkner University; MS, Auburn University, Montgomery.

**Smith, Emily** Adjunct (BCJ). B.M., Defense Acquisition University; J.D., University of Alabama.

**Sokoloski, Matthew** Associate Professor of Humanities and Great Books. B.S., M.A.R., Freed-Hardeman University, M.A., University of Mississippi; Ph.D., University of Arkansas

**South, Jason Clark** Adjunct (Speech Communication). B.A., B.S., Freed-Hardeman University; M.P.A., Oklahoma City University.

**Spangler, Cynthia** Assistant Professor of English. B.S., Faulkner University; M.Ed., Auburn University-Montgomery.

**Spears, Donna** Associate Dean of Information Resources; Librarian, Jones School of Law, B.A., University of Louisiana at Lafayette; M.L.I.S., Louisiana State University; J.D., Loyola University College of Law.

**Spooner, Anne** Adjunct (COE) B.S., Auburn University; M.Ed., Texas State University.

**Still, Marie** Adjunct (Mobile) B.S. University of South Alabama, MEd., University South Alabama

**Stark, J. David** Associate Professor of Bible, Winnie and Cecil May Jr. Biblical Research Fellow; B.A., M.A., Faulkner University; Ph.D., Southeastern Baptist Theologic Seminary.

**Stonesifer, Shane** Adjunct (Business, BBA). B.S., U.S. Military Academy; M.S., Ed.D., University of Southern Mississippi.

**Stunda, Ronald** Adjunct (BBA). B.S., Pennsylvania State University; M.B.A., University of Alabama Birmingham; Ph.D., Florida State University.

**Swanner, Ned** Assistant Director, Electronic Services and Research, Jones School of Law, B.A., Randolph-Macon College; J.D., Campbell University, Norman Adrian Wiggins School of Law; LL.M., University of Missouri; M.A., University of Missouri

**Tanner, Alice** Adjunct (BBA, HRM). B.S., Auburn University Montgomery; M.S., Troy University Montgomery.

**Tanner, Ronald** Adjunct (BBA, HRM, Birmingham). B.S., M.B.A., M.S., University of South Alabama.

**Tarence, Paul** Professor of Bible and Speech. A.A., Alabama Christian College; B.A., M.A., Auburn University Montgomery; M.S., M.Div., Ambridge University; D. Min., Erskine Theological Seminary.

**Tarpley, Carol** Professor of Education; Department Chair; B.S., Lipscomb University, M.A., Austin Peay State University, Ph.D., Auburn University.

**Tarpley, James** Adjunct (Business). B.S., Lipscomb College, J.D., Birmingham School of Law.

**Taylor, Cassandra** Adjunct (HRM). B.S., Faulkner University; M.S., Troy University  
Montgomery.

**Theodore, Philip** Adjunct (Mobile). B.S., University of South Alabama, M.A. University of South  
Alabama, Med, University of South Alabama, PHD University of Alabama.

**Thetford, Robert T.** Lecturer (Criminal Justice). B.A., J.D., University of Alabama.

**Thomas, Edgar** Adjunct (BCJ). B.S., University of Alabama Birmingham; M.S., Jacksonville State  
University.

**Tidwell, Patrick** Adjunct (MSC). B.A., Faulkner University, M.S., Ph.D., Amridge University

**Tiner, Gary** Professor of Math. B.S., Pepperdine University; M.S., West Coast University; Ph.D.,  
University Rhode Island.

**Tippins, Stanley** Lecturer (Criminal Justice), B.S., M.S. Faulkner University; Ph.D., Capella  
University

**Tomme, Warren** Associate Professor (Huntsville). B.S., M.S., Ph.D., Texas A&M University.

**Torbert, Arlana** Adjunct (Birmingham). B.S., M.S., Faulkner University.

**Traw, Amber** Instructor of English. B.A., M.Ed., Faulkner University

**Turner, Brenda** Professor of Bible and Graduate Research, Director of Kearley Resource Center,  
Kearley Graduate School of Theology. B.S., University of Rio Grande; M.L.I.S., Indiana  
University; Ph.D., Florida State University.

**Turner, David P.** Professor of Mathematics. B.S., University of Rio Grande; M.A. Indiana  
University; M.S., Purdue University; Ph.D., Auburn University.

**Vickrey, Robert** Assistant Professor of Business Administration. B.B.A., M.B.A., M.A., New  
Mexico State University.

**Voigt, Eric** Associate Professor of Law. B.A., University of North Carolina; J.D., Indiana  
University, Maurer School of Law.

**Wages, Steven A.** Professor of Family Studies: Youth and Family Ministry, Director, Cloverdale  
Center for Youth & Family Ministry. B.S., University of Southern Mississippi; M.M.F.T.,  
Abilene Christian University; Ph.D., Florida State University.

**Wagner, William** Adjunct (Birmingham). B.A., Lipscomb University; M.A., University of Alabama.

**Waits, Angela** Adjunct (BBA). B.S., M.B.A., Jacksonville State University.

**Walcott, Michael** Assistant Professor of Economics (BBA). B.S., Tuskegee University; M.S.,  
Auburn University.

**Walker, Cynthia Crow** Professor of English and Education; Director of Quality Enhancement  
Program. A.A., Florida College; B.A., Faulkner University; M.Ed., Ph.D., Texas A&M University  
Commerce.

**Warmack, Wanda** Associate Professor. B.S., Faulkner University; M.Ed., Auburn University Montgomery; Ph.D., Auburn University.

**Washington, Roark.** Adjunct (Huntsville). B.S. University of Alabama; M.B.A. Alabama A&M University.

**Waters, Jo Ann** Lecturer (Psychology). B.A., Huntingdon College; M.S., Auburn University Montgomery; M.S., Troy State University.

**Webster, Charles** Adjunct (Birmingham). B.S. Freed-Hardeman University; M.A., University of Alabama.

**White-Evans, Tonya** Adjunct (Legal Studies). B.A., M.S., University of Alabama; Paralegal Certification, Auburn University Montgomery.

**Wilkinson, Morgan** Lecturer (Counseling). B.A., Auburn University, M.A., Richmond Graduate University, Ph.D. (ABD), Auburn University.

**Williams, Derrick** Adjunct (Mobile). B.S. Florida State University, J.D. University of Alabama.

**Williams, Douglas McArthur** Assistant Professor of Music. B.A., MU ED, Troy University. M.E.D., MU ED, Troy University. P.h.D., MU ED, Indiana University Bloomington.

**Willingham, Heath A.** Professor of Counseling; Director, M.S.C. Program. B.S., Auburn University; M.A.R., Lipscomb University; M.S., University of South Alabama; Ph.D., Auburn University.

**Willingham, Shanna** Assistant Instructor of Counseling. B.S., Lipscomb University, M.Ed., Auburn University.

**Willis, Jerry** Adjunct (BBA, BSB). B.S.B.A., M.B.A., Auburn University Montgomery.

**Wishum, Roxy** Adjunct. B.S., Faulkner University, M.S., Troy University.

**Womack, James** Professor; Collection Services Librarian. B.A.S., Southern Arkansas University; M.L.S., University of Southern Mississippi.

**Woodard, Heather** Adjunct (Birmingham). B.S., University of West Alabama; M.A., University of Alabama.

**Wood, Phillip** Adjunct (BCJ). B.S., Auburn University; J.D., University of Alabama.

**Woods, Robert M.** Professor of Great Books; Director, Honors College; B.A., Atlanta Christian College; M.A., Barry University; Ph.D., Florida State University.

**Worboys, Matthew** Adjunct (BCJ). B.A., University of South Florida; M.S., Mercyhurst College.

**Wright, Jonathan** Professor of English. Chair, Department of English; A.A., Faulkner University; B.S., Troy State University; M.L.A., Auburn University Montgomery; Ph.D., University of Alabama.

**Wright, William M.** Adjunct (Mobile, Military Education). B.S., M.Ed., University of South Alabama.

**Wynn, Rhea** Adjunct (English). B.A., Harding University, M.A., Auburn University.

**Yarbrough, Breanna** Assistant Professor of Interdisciplinary Studies; B.S., Auburn University; M.Ed., Auburn University.

**Yates, Sharon** Associate Professor of Law, B.S., University of Alabama; M.A., University of Alabama; J.D. University of Alabama School of Law

**Young, Michael R.** Professor of Humanities. B.S., M.S., M.Div., Abilene Christian University; M.A., Ph.D., University of Dallas.