



# Catalog 2020 - 2021





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**Welcome to the 2020-2021 Caldwell University Catalog.**

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# The University

## The Campus

### A SAFE, SECURE AND BEAUTIFUL CAMPUS

Located on 70 acres, Caldwell University offers a beautiful and safe campus. Over the years, our track record proves that we are committed to providing our students with the comfort of a secure environment to live and learn.

The campus offers well-lit walking paths, ample parking and easy access to buildings. Security personnel are on duty 24-hours-a-day, 7-days-a-week to provide campus safety and access control. Through the Freshman Orientation program, students are taught about crime awareness on campus and in the residence halls.

### LOCATED IN ONE OF THE BEST TOWNS IN NEW JERSEY: CALDWELL

Caldwell, New Jersey, has seen many changes over the years and was recently ranked by NJ Monthly Magazine as one of the best places to live in all of New Jersey. A short walk brings students to the revitalized center of town, where shops, a movie theater, wi-fi hot spots and lots of tasty restaurants provide great options for fun. Many shops participate in a discount program for Caldwell University students, making the town affordable on student budgets.

### Benefits to you: Location, Location, Location

- 20 miles from New York City
  - job and internship opportunities
  - access to the world's largest financial markets
  - cultural and entertainment capital of the world
- Caldwell University is close to all that Washington, DC, Baltimore, MD and Boston, MA have to offer. They are all easily accessible by car, bus or train in a few short hours.

## Admissions

Caldwell University does not discriminate against applicants or students in programs, facilities or scholarships on the basis of race, color, creed, age, national or ethnic origin or handicap.

### Admission Requirements

Candidates for adult undergraduate admissions (typically 23 years or older) see pages 68-70. Candidates for the freshman class at Caldwell University are selected based on the following criteria:

1. An official high school transcript, including class rank, if available.
2. Completion of sixteen units of work in college preparatory courses. These should include successful completion of four units of English, two units of modern language, two units of college preparatory mathematics, two units of science (at least one of which must be laboratory science), one unit of history, and other college preparatory courses. A student who has sixteen units but has not satisfied all the prerequisites may be admitted on the recommendation of the Committee on Admissions provided evidence is given of ability to pursue college work.
3. At least two written recommendations from the candidate's high school guidance counselor or teachers.
4. Satisfactory performance on the SAT or ACT.
5. An essay on one of the topics on the application or a graded paper.
6. Freshman Nursing applicants must complete four units of college preparatory mathematics and three units of laboratory science that include biology and chemistry. Scores of 1080 or higher on the math and critical reading sections of the SAT are recommended.
7. The Admissions Committee of the university reserves the right to waive some of the above criteria provided evidence is given of ability to complete college level work

### Admission Procedures

An application for freshmen admission should be submitted early in the senior year of high school. Caldwell University has an early action deadline of December 1, and a rolling admissions policy that allows the candidate to apply throughout the year, and be reviewed for admission provided space is available. Initial steps in the admissions process follow:

1. Complete and submit the Caldwell University application for admission or the Common Application along with a non-refundable \$50 application fee to the Office of Admissions.
2. Take the SAT or ACT and have official scores reported to Caldwell University (Caldwell University code 2072).
3. Have an official high school transcript sent to Caldwell University.
4. Arrange to have two letters of recommendation sent from high school guidance counselor or teachers to the Office of Admissions.
5. Submit an essay on one of the topics on the application.

The candidate will be notified by mail of the action taken on the application after the transcripts, test scores, essay, and recommendations have been received and evaluated by the Office of Admissions.

The final admission of freshmen accepted before the completion of secondary school preparation is contingent upon receipt of a final transcript, indicating successful completion of secondary school requirements and achieving at the level that has enabled Caldwell University to provide the candidate an offer of admission.

After notification of admission to Caldwell University, should the candidate wish to deposit to be a member of the class, an initial deposit of \$250 for a commuter and \$450 for a resident student must be sent to the Office of Admissions.

The deposit is refundable until May 1, after which it becomes nonrefundable. The health forms completed by a licensed physician must also be returned. A physical examination form, including immunization records, must be completed by a licensed physician.

There is no portfolio review required for students applying for admission into the Art Department, though candidates for the B.F.A. degree are required to submit a portfolio. However, students wishing to qualify for scholarship must arrange to submit a portfolio to the Art Department.

Students applying for admission as Music majors must make arrangements for an interview and/or audition with the Music Department following receipt of application. Audition guidelines are available from the Music Department.

### **College Entrance Examinations**

The SAT or ACT must be taken by all domestic applicants for admission to the freshman class. These aptitude tests may be taken as early as the junior year

Students wishing consideration for competitive scholarships must take the SAT or ACT. It is the responsibility of the applicant to make the necessary arrangements for taking the standardized tests and for having the scores of all such tests reported to the university

### **Credit by Standardized Examination**

Caldwell University offers advanced placement and/or credits to students who qualify by earning scores of 3 or higher on the Advanced Placement (AP) tests administered by the College Board.

Caldwell University offers possible college credit for scores of 4 or higher on most higher-level International Baccalaureate (IB) examinations and on some standard-level IB examinations. The final decision always rests with the Department Chairs. Caldwell University accepts only IB scores sent directly from IB.

The university recognizes CLEP credit for both general and subject tests which evaluate achievement at the college level in areas of the liberal arts education. Caldwell University also accepts DANTEs, TECEP, ACT-PEP, NY Foreign Language Proficiency Exam, and selected other standardized examination scores. Credit awarded toward the major field of study is dependent upon departmental approval. CLEP credits are not accepted for duplicated course work.

A maximum of 30 credits will be accepted through all combined options of testing. Credit by examination will only be awarded within the first 60 credits of matriculation. Students are reminded that the last 30 and at least half of the major courses credits must be taken at Caldwell University.

### **Admission of Transfer Students**

Students applying to Caldwell University from a two-year or four-year institution must send the following to the university: (1) an official transcript or record from the college(s) attended; (2) a personal statement giving the reason for wishing a transfer; and (3) students completing less than 30 credits, must also provide an official high school transcript and official SAT or ACT scores

### **Transfer Policy**

Transfer credit may be granted for coursework at other institutions. The following criteria are used to determine when awarding credit is appropriate:

- The institution must be accredited by an accrediting body recognized by the U.S. Department of Education or officially recognized by the appropriate government agency/ ministry of education for foreign institutions.
- Transcripts from foreign institutions must be evaluated by World Education Services.
- Credit may be granted for military education experiences based upon American Council on Education (ACE) recommendations.
- Credit may be granted for other educational experiences, such as professional police and fire training, upon individual review.
- Grades of C or better may be accepted. Grades of P (passing) or S (satisfactory) may only be considered if it is the policy of the transferring institution that these grades are equivalent to a C or better and may only be used for elective credit.
- A cumulative maximum of 90 semester hours may be transferred and used toward an undergraduate degree. The final 30 credits and at least one-half of the major requirements must be taken at Caldwell University.
- Credit may only be awarded for coursework that is similar to Caldwell University coursework and is appropriate to the chosen curriculum.
- Transfer credit is initially reviewed by the Office of Admissions, but the ultimate authority on the equivalency of credits to Caldwell University courses lies with the Academic Departments or Division for the particular discipline of the individual course.
- Transfer credit awarded may not exceed the maximum credits offered for an equivalent course in the Caldwell University curriculum.
- Students who have received an Associate of Arts (A.A.) degree from a New Jersey community/ county college will have satisfied, as a block, the Caldwell University core requirements, except for 3 credits in theology, 3 credits in philosophy and 3 credits in the Catholic and Dominican tradition and any course or courses in which a C or better was not achieved.
- In most cases, courses from other institutions will not be equivalent to TH 102 Theology due to the focus on Catholic theology

### **Skill Evaluation and Placement**

Caldwell University administers a placement test to all incoming freshmen and transfers; where appropriate, the university will also use the writing section of the SAT or ACT, in concordance with the student's admissions essay as well as grades in individual high school courses to determine placement. The Placement Test evaluates skill levels in mathematics and computer proficiency. Test performance is one factor

in assigning students to courses that are appropriate to their skill level. Students who are skill-deficient in any of these areas may be placed into one or more of the following courses:

MA 085 Basic Math Techniques (3 non-degree credits)

MA 090 Basic Algebraic Skills (3 non-degree credits)

EN 101 The Process of Writing (3 credits)

LA 101 Foundations of Learning I (3 credits) (See course description on page 45.)

English requirements must be completed by the end of the second semester. Math requirements must be met by the end of the fourth semester. Grades received in these courses are calculated into the GPA. Students may not withdraw from these courses

## International Admissions

In addition to traditional admissions standards, students educated outside the United States must demonstrate their qualifications for baccalaureate study in their respective country by submission of secondary school transcripts and college transcripts, if any. Students wishing to demonstrate the equivalency of a United States High School Diploma must have their transcripts evaluated in certified English translation from any NACES accredited agency. Other NACES accredited evaluations may be submitted at the discretion of the Assistant Vice President, Enrollment Management.

For international applicants who have earned college credits from foreign educational institutions, a World Education Services ([www.wes.org](http://www.wes.org)) course by course evaluation must be completed prior to enrolling at Caldwell University to be able to apply any transfer credit.

SAT or ACT is required for admission for students who have been educated in English and also required for any international student wishing to receive an academic scholarship.

Students educated in languages other than English must demonstrate their current level of English language proficiency through submission of transcripts showing English language study and/or score of 70 on the Test of English as a Foreign Language (TOEFL), certificate showing completion of Level 112 from an ELS program, or a score of 6.0 on the International English Language Testing System (IELTS). Upon entry to Caldwell University, these students will be tested for English language reading, writing, and oral proficiency.

Students should e-mail [intadmissions@caldwell.edu](mailto:intadmissions@caldwell.edu) and request information specifically intended for International Student Admission

## Student Expenses

### Payment Procedures

Approximately six weeks before the start of each semester, all registered students will be mailed a billing statement. The statement will be accompanied by a detailed letter of instruction for payment. The statement is also available online through the student portal. Payment is due approximately two weeks before the start of classes. Payment is accepted in person, by direct wire transfer, by mail in the form of check or online by electronic check or credit card.

For those who prefer to pay their educational expenses in convenient monthly installments, a commercial tuition plan is available. Detailed information along with an application is mailed in late spring with the bill. Proof of participation must be presented to the billing office by the payment due date.

Students anticipating grants, scholarships, or loans may defer payment for the anticipated amount in the following manner:

1. Recipients of scholarships from private organizations and loans from lending institutions must present proof of these scholarships and loans and return the bursar worksheet by the payment due date.
2. Recipients of financial aid must have filed a FAFSA and received an award letter. The aid will then be shown on the billing statement as "unapplied aid," and subtracted from the balance due.

Traditional students will be billed at a flat tuition rate for fall and spring semesters. Students with permission to take less than 12 credits will be billed at an adjusted per credit rate. Students with permission to take more than 18 credits will be charged flat tuition plus an additional per-credit charge. Summer session and winter session will be billed at a per-credit rate

Tuition for courses dropped within the change-in-program period is handled as follows: For those courses within the flat fee range, there is no adjustment to tuition; For those courses that have been charged as an overload, refunds will be handled according to the refund calendar

### Senior Citizens

Senior citizens 62 years of age or older may take their first Caldwell University undergraduate degree courses for credit at \$700 per course plus the comprehensive fee and any course fee. They may audit any two courses for \$75 plus the comprehensive fee. For a third course or more, there is an additional \$75 fee. This discount only applies for the first undergraduate degree. Any degrees beyond the first Caldwell University undergraduate degree will be charged the regular tuition rate.

## Fees

<b>Fees: 2019 – 2020</b>	
Application Fee (non-refundable)	\$50
Tuition (per credit) Continuing Education	\$725

Tuition (per credit) Graduate & ABA Doctoral Program	\$1,175
Tuition Traditional Undergraduate Program Tuition (per year) Full-Time Flat Rate (12–18 credits per semester)	\$33,990
Tuition (per credit) Part-Time (1–11 credits per semester or additional credits above 18 credits per semester)	\$950
Auditing (per lecture course).	50% of course cost
Room and Board (based on room assignment)	.\$12,025–\$14,750
Room Deposit (non-refundable) Upperclassmen—payable by April 1	\$200
Room Deposit New Students Only	\$200
Tuition Deposit New Students Only	.\$250

#### SPECIAL FEES

Applied Music Fee	\$100–\$780
Art Studio Fee	\$75
Bad Check Fee	\$40
Commencement	\$200
*Comprehensive Fee (traditional undergraduate)	\$1,750
*Comprehensive Fee (part-time and graduate)	\$235 per semester
Online Course Fee	\$30 per course
Freshman Orientation	\$280
Instrumental Techniques Courses Rental Fee	\$75
International Student Orientation	\$60 per course
Late Fee Student Teaching Form	\$25
Late Payment Fee	\$100
Live Text	\$131.25
Nursing Student Clinical Fee	\$465 per semester
Outcomes Assessment Education Fee	\$25 per course
PLA Application Fee	\$125
PLA Course Fee	25% of current tuition
Project Excel	\$725
School Nurse/Teacher of Health Field Experience Fee	\$170–\$415
Senior Citizen Audit Fee (2 courses)	\$75
Student Teaching Field Experience Fee	\$440–\$1,010
Technology Fee (per year)	\$200
Technology Fee (per year)	\$200
Theatre Courses	\$40–\$60
Transcript	\$7.25 (\$12.25 Rush)

\*Comprehensive Fee does not apply to online degree students.

(All tuition costs and fees are subject to change without prior notice.)

#### Refunds

Students who withdraw from Caldwell University because of prolonged illness or other legitimate reasons beyond their control are granted a refund of board and tuition according to the schedule on page 20 (Institution Tuition Refund Policy).

## **Financial Aid**

Approximately 90% of the students attending Caldwell University receive some form of financial aid. Any student whose family resources cannot meet the cost of his/her education should apply for financial aid from among the variety of grant, loan, employment, or other programs available:

University Scholarships and Gift Aid  
Federal Pell Grants  
Federal Supplemental Educational Opportunity Grants  
New Jersey Tuition Aid Grants and Scholarships  
New Jersey Educational Opportunity Fund Grants  
Federal Work Study and Campus Employment  
Federal Stafford Loan Program (Subsidized and Unsubsidized)  
Federal PLUS Loan Program  
Private Educational Loans  
Veterans Administration  
ROTC

### **Responsibilities of Financial Assistance Recipients**

Students receiving financial assistance have the following responsibilities:

1. To complete an annual FAFSA application for financial assistance by the recommended April 15 deadline.
2. To meet the requirements of good academic standing.
3. To maintain satisfactory academic progress toward the baccalaureate. A chart outlining the requirements for Satisfactory Academic Progress can be found on page 20 of this Catalog.
4. To report to the Office of Financial Aid any changes in enrollment status, changes of name or address, and receipt of any additional internal or external financial assistance.

Caldwell University reserves the right to make adjustments in financial assistance packages because of changes in the recipient's enrollment or residency status, income discrepancies, or financial circumstances.

The university further reserves the right to make proportionate adjustments in campus-administered financial assistance if federal, state, or private funding changes.

Students who withdraw from the university before the end of an academic term may be required to repay a portion of their financial assistance.

### **Application Procedures**

Students applying for financial assistance must complete the Free Application for Federal Student Aid (FAFSA). The completed FAFSA must be filed with the federal government as soon after January 1 as possible at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Once freshmen and transfer students are accepted to the university by the Office of Admissions, they will be notified of their financial assistance eligibility approximately four weeks after the Office of Financial Aid has received their processed FAFSA. Although award decisions will not be made until an applicant has been officially accepted by the Office of Admissions, it is important to note that financial assistance applications should be completed prior to admission acceptance.

### **Application Deadlines**

Applications for all financial assistance programs should be made by all new and continuing students as soon after January 1 as possible. The various state and federal programs have deadline dates that extend throughout the academic year. Consult the Office of Financial Aid for specific dates that may affect applications for these programs.

Complete the FAFSA online as soon after January 1 as possible. Filing by April 15, the recommended deadline, will maximize access to the various financial assistance programs. Applications made after April 15 will only be considered if funds remain available.

### **COST OF EDUCATION**

Typically the student budget is comprised of tuition, fees, and room and board for resident students. These would be considered direct costs to the student. There are indirect costs that also go into a student budget, such as personal items, books, supplies, transportation and a home maintenance allowance for commuting students. Additionally, there may be a one-time cost for a computer not to exceed \$1,000 and childcare-associated cost built into the student's budget on a case-by-case basis.

### **TYPES OF FINANCIAL ASSISTANCE**

Caldwell University offers financial aid to students in the form of merit aid, need-based aid and talent-aid. Academic scholarships are available to incoming students based on their high school grade point average and SAT or ACT scores or university grade point average for transfer students. Academic Scholarships range from \$6,000 to full tuition.

Talent awards are offered to students who demonstrate high levels of ability in the areas of art, music, athletics and leadership and community service. Awards can range from \$1,000 to full tuition.

Need based grants are awarded to students who have filed the Free Application for Federal Student Aid (FAFSA) with the Federal government and demonstrate financial need. Awards can range up to \$13,500

## FEDERAL AND STATE GRANTS

**A Federal Pell Grant** is awarded to students who qualify, based on your family's income, assets and other data you provided when filing the FAFSA. Federal Pell Grants range up to a maximum of \$5,730 per year

**The Federal Supplemental Educational Opportunity Grant (SEOG)** is a supplemental grant for students with exceptional financial need to assist them with the costs of education. These grants are very limited and are awarded out to students on a first come first serve basis until the fund is depleted. This grant is only available to students who are eligible to receive a Pell Grant. SEOG awards range up to \$700 per year.

## NEW JERSEY STATE FINANCIAL AID PROGRAMS

Students who are residents of the State of New Jersey for a minimum of 12 consecutive months may be eligible for Tuition Aid Grants (**TAG**) or Educational Opportunity Fund Grants (**EOF**) based on need as determined by filing the FAFSA. **If a student receives a New Jersey Tuition Aid Grant (TAG) and any other source of tuition grant or tuition remission, the net result will not exceed the cost of full tuition.**

## EMPLOYMENT OPPORTUNITIES

### Student Employment

Students may work in a variety of campus jobs under Federal Work Study:

- This program allows eligible students to earn funds to help to defray educational expenses. The program is financed chiefly by the federal government and administered by Caldwell University. Federal Work Study funds are awarded on a first come first serve basis for eligible students. Work study dollars as part of the financial aid package does not guarantee a position. Position availability is determined by individual offices and the student will earn the funds monthly if hired by the individual office.

## LOANS

### Federal Subsidized Stafford Loan

Under this program, eligible students may borrow for educational expenses based on need. Students have between 10 and 25 years to repay Stafford Loans depending on amount owed and type of repayment plan selected. Interest rate as of July 1, 2015 to June 30, 2016, for undergraduate students is 4.29%. Since July 1, 2012, graduate students working on a master's degree do not qualify for subsidized loans.

### Federal Unsubsidized Stafford Loans

These loans are available to those who do not qualify for federal interest subsidies under the Federal Stafford Subsidized Loan Program. The combination of subsidized and unsubsidized Stafford loans for a borrower may not exceed the annual and aggregate limits for loans under the Federal Stafford Loan Program. Interest rates as of July 1, 2015 to June 30, 2016, for undergraduate level is 4.29% and for graduate level is 5.84%.

**Note:** First-time recipients of Stafford Loans are required to complete an entrance interview and master promissory note online at [www.Studentloans.gov](http://www.Studentloans.gov). At this time, they will receive information on default, deferment, debt management and repayment schedules. Loan recipients are also required to complete an exit interview at the time they leave school online at [www.Studentloans.gov](http://www.Studentloans.gov). During your online counseling session repayment procedures, deferments and cancellation information will again be detailed. The seriousness of undertaking a loan obligation and responsibility for repayment is stressed during both sessions

### Federal PLUS Loan

Parents of undergraduate students may borrow the cost of education minus any estimated financial aid. Payments begin within 60 days after second loan disbursement or may be deferred while the student is enrolled at least half time or until graduation. The interest rate as of July 1, 2015 to June 30, 2016, is 6.84%.

### Future Interest Rates

Interest rates for the 2016/2017 academic year will be set for all Direct Loan Programs after July 1, 2016. The financial aid web page will be updated with the most current interest rates once they are set by the Department of Education.

### Private Educational Loans

After exhausting all opportunities available from the federal and state aid programs, many parents and students will consider private loan programs as a source of funding. As always, taking on debt for any reason should be done deliberately and only for the amounts needed. If you plan to take a Private Educational Loan, you will need to select a lender. The lender is the institution from which the money is actually borrowed. All lenders are not the same. It pays to make an informed decision when selecting a lender. You will be entering in a long-term relationship with the institution. Reasons for selecting a particular lender vary from person to person. Some choose based on name or brand recognition or reputation. Others prefer the immediate benefit of below-market processing fees. Still others are interested in borrower benefits in repayment, like an interest rate reduction as a reward for making consecutive on-time payments. We encourage families to use the lender and the loan product that best meets their needs

### Federal Loan Consolidation

Students entering repayment may consolidate their loans. Programs that may be considered for consolidation are:

Federal Stafford Loans

Federal PLUS Loans

The Annual Percentage Rate (APR) is determined by calculating the "weighted average" of the interest rates of your consolidation loans. Go to [www.loanconsolidation.ed.gov](http://www.loanconsolidation.ed.gov) for more detailed information

### **Ombudsman's Office**

The Student Loan Ombudsman's office works with student loan borrowers to resolve loan disputes and problems. The role of the Ombudsman is to help borrowers who have problems with Federal Loans.

**The Ombudsman's Web site can be accessed at:** [www.ombudsman.ed.gov](http://www.ombudsman.ed.gov)

**Mailing address:** Office of the Ombudsman • Student Financial Assistance • U.S. Department of Education • FSA Ombudsman • 830 First Street, NE • Fourth Floor • Washington, DC 20202-5144

**Toll-Free Telephone:** 1-877-557-2575

**Fax Number:** 202-275-0549

### **OTHER SCHOLARSHIPS**

Scholarships for full-time students are based on academic achievement at Caldwell University and participation in the university community in student life activities. These scholarships are funded through a variety of philanthropic sources.

#### **Additional Scholarship Opportunities**

The Office of Financial Aid has a scholarship coordinator that narrows down the search of qualified students for specific scholarships and will reach out to those who qualify to apply for a specific scholarship. The following are examples of some private scholarship opportunities offered at Caldwell University.

ADP Science Scholarship

Fava Scholarship

Georgia Dragoo Scholarship

Johnson and Johnson Scholarship

Peggy Harris Scholarship

The Hearst Foundation

UPS Scholarship

Wayne Russo Scholarship

#### **The Friends of Caldwell University Scholarship**

A scholarship has been established by the Friends of Caldwell University, an organization comprised of parents, alumni, parents of alumni and benefactors. The Friends have supported the university for almost 50 years.

The scholarship is open to full-time students who have completed their freshman year. To be eligible, students must have financial need, achieved at least a 3.0 GPA and have demonstrated leadership through volunteering on the campus and in the community. Additional information is available from the Office of Financial Aid.

#### **Alumni Scholarships and Grants**

Grants are open to the children, grandchildren, nieces, nephews and siblings of alumni who wish to complete the requirements for a bachelor's degree. Scholarships are limited to incoming freshmen who apply through the admissions process.

Letters of application must be submitted by the student as well as by the sponsoring alumna or alumnus. Letters should be sent to the Office of Admissions in care of the university, postmarked by April 15 for consideration the following year. The FAFSA must be completed in time for the results to be received by the university before March 15.

#### **Family Reduction**

Students whose siblings are concurrently enrolled as a full-time traditional undergraduate degree seeking student receive a 10% reduction in tuition

#### **Veterans Administration**

Caldwell University is approved by the State Approving Agency for the education of veterans and their eligible dependents. Veterans may receive assistance in financial planning through the Office of Financial Aid.

To determine eligibility for Veterans' Educational Benefits, War Orphans' Benefits, the Post 9-11 GI Bill and Yellow Ribbon Program contact the local Veterans Administration office.

For additional information please consult the Caldwell University Web site at [caldwell.edu](http://caldwell.edu).

#### **Other Sources**

Privately-sponsored scholarship programs are often available in local areas. Such information may be obtained from high school guidance officers. Handicapped students may be eligible for educational assistance through the New Jersey Vocational Rehabilitation Commission or the New Jersey Commission for the Blind.

Note: The Office of Financial Aid receives many opportunities from outside sources of aid and regularly posts these notices in the Office of Financial Aid.

### **ACADEMIC REQUIREMENTS TO MAINTAIN FINANCIAL ASSISTANCE**

Financial assistance recipients must be in good academic standing and must be making satisfactory academic progress. Failure to meet established criteria will result in the loss of financial assistance. Details concerning established criteria are available in the Office of Financial Aid and on the university Web site at [caldwell.edu](http://caldwell.edu).

It is important to be aware that academic progress is both qualitative and quantitative. The table below provides guidelines for academic progress for full-time traditional undergraduate students.

*\*Academic Progress for adult undergraduate students is included in the Academic Policy section of this Catalog.*

<b>Academic Standing</b>	1st year	2nd year	3rd year	4th year	5th year	6th year
<b>Quantitative:</b> The maximum credits a student can attempt to stay eligible for financial aid cannot exceed 180. The student must earn a minimum of 67% of the attempted credits after the 1st semester, in order to meet the graduation requirements <b>Qualitative:</b> The students must meet the following GPA requirements on a 4.0 scale in order to stay aid-eligible						
Minimum cumulative GPA	2	2	2	2	2	2

*\*Minimum credits earned each year includes summer semester*

#### **INSTITUTION TUITION REFUND POLICY**

If a student files an official withdrawal or add/drop form with the Registrar, they will be entitled to a refund according to the following schedule:

##### **Fall/Spring Semesters:**

Within the first week of class	80%
Within the second week of class	60%
Within the third week of class	40%
Within the fourth week of class	25%
After four weeks	<b>NO REFUND</b>

##### **Summer Semester:**

After the first class session	80%
After the second class session	60%
After the third class session	<b>NO REFUND</b>

If a student fails to drop or withdraw from a course within the published time periods, they are not entitled to a refund of charges incurred, unless compelling circumstances precluded the student from taking appropriate actions. Failure to attend a course does not constitute a formal drop or withdrawal and a student will not be automatically dropped from a course due to nonattendance. Exceptions to this policy must be appealed to and approved by the Vice President for Academic Affairs in order for action to be taken by the Office of the Registrar. Adjustments are made by the Student Accounts Manager in the Bursar's Office (973-618-3926).

#### **RETURN OF FEDERAL TITLE IV FUNDS**

##### **Effective Fall 2000**

The 1992 reauthorization of Higher Education Act of 1965 imposed a federally mandated refund policy on colleges and universities for students who receive Title IV financial aid. Institutions were required to use various refund calculations to determine the amount that the institution earned while the student was in attendance. The calculations varied according to the student's status, first-time student or continuing student. There was considerable confusion in the financial aid community with regard to the amount that the institution would be eligible to retain and that a student would be required to "repay" if he or she withdrew from a semester. The 1998 reauthorization of the Higher Education Act of 1964 simplified this calculation by replacing the current calculations with a single pro rata formula. It also shifted the focus from institution to the student. The student is only eligible for the amount that is earned at the time he or she ceases attendance. It no longer has a relationship to the student's institutional charges.

##### **EFFECTIVE FOR PERIODS OF ENROLLMENT BEGINNING ON OR AFTER 8/28/2000**

The policy shall apply to all students who withdraw, drop out or are expelled from Caldwell University and receive financial aid from Title IV Funds:

1. The term "Title IV Funds" refers to the Federal financial aid programs authorized under the Higher Education Act of 1965 (as amended) and includes the following programs:
  - a. Unsubsidized FFEL/Direct loans, subsidized FFEL/Direct loans, Federal Pell Grants, Federal SEOG.
2. A student's withdrawal date is:
  - a. The date the student began the institution's withdrawal process or officially notified the institution of intent to withdraw; or
  - b. The midpoint of the period for a student who leaves unofficially without notifying the institution; or
  - c. The student's last date of attendance at a documented academically related activity.
3. Refunds on all institutional charges, including tuition and fees, will be calculated using the Caldwell University refund policy published in the Catalog and class schedule and will be calculated and determined by the Bursars Office.

4. Title IV aid is earned in a prorated manner on a per diem basis up to and including the 60% point in the semester. 60% is approximately 9.6 weeks of a 16-week semester or 4.8 weeks of an 8-week summer session. Title IV aid and all other aid is viewed as 100% earned after that point in time.
5. The percentage of Title IV aid earned shall be calculated as follows:
  - a. Number of days completed by student ÷ Total number of days in term\* = Percent of term completed.
  - b. The percent of term completed shall be the percentage of Title IV aid earned by the student.
  - c. The total number of calendar days in a term of enrollment shall exclude any scheduled breaks of more than five days.\*
6. The percentage of Title IV aid unearned (i/e., to be returned to the appropriate aid program) shall be 100% minus the percent earned.
7. Unearned aid shall be returned first from the student's account calculated as follows:
  - a. Total institutional charges (x) percent of unearned aid = amount returned to programs.
  - b. Unearned Title IV aid shall be returned to the following programs in the following order:
    - Unsubsidized Federal Stafford Loan
    - Subsidized Federal Stafford Loan
    - Federal Pell Grant
    - Federal SEOG Grant
    - Other Title IV grant programs

*Exception: no program can receive a refund if the student did not receive aid from that program.*

8. When the total amount of unearned aid is greater than the amount returned from the student's account, the student is responsible for returning unearned aid to the appropriate program(s) as follows:
  - a. Unsubsidized Federal Stafford Loan\*
  - b. Subsidized Federal Stafford Loan\*
  - c. Federal Pell Grant\*\*
  - d. Federal SEOG Grant\*\*
  - e. Other Title IV grant programs\*\*

*\*Loan amounts are returned in accordance with the terms of the promissory note signed by the student.*

*\*\*Amounts to be returned by the student to federal grant programs will receive a 50% discount.*

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

The following procedures should be followed when the Office of Financial Aid receives notification that a student, who is receiving financial aid, has withdrawn from the university

- **Official Withdrawal:** Caldwell University will apply the official withdrawal date as recorded by the Office of the Registrar in determining the return of funds due by the student and/or institution. Caldwell University will consider the student's official withdrawal date to be the date the student submits his/her written withdrawal request, to the Registrar.
- **Unofficial Withdrawal:** Caldwell University will contact the student's instructors to verify that the student attended "at least half-time." If the instructor/s cannot verify the student's attendance "at least half-time," the student must return all financial aid funds. If the instructor/s verifies the student did attend "at least half-time," the Office of Financial Aid will apply the 50% point of the semester to be the withdrawal date. If Caldwell University determines that a student did not begin the institution's withdrawal process or otherwise provide official notification (including notice from an individual acting on the student's behalf) to Caldwell University of his/her intent to withdraw because of illness, accident, grievous personal loss, or other such circumstances beyond the student's control, Caldwell University may assign a withdrawal date that is related to that circumstance.
- **Calculations:** Caldwell University will use the Return of Financial Aid – Refund Policy federal software program to determine the amount the student and /or institution must refund to the appropriate program. The Office of Financial Aid and Student Accounts will work cooperatively to verify the accuracy of each refund calculation.
- **Institution's Return of Funds:** Once the institution's portion of the return of funds has been calculated, the Office of Financial Aid will reduce the student's original financial award and return the funds within 30 days to the appropriate program/s in the order specified. If this creates a "charge" on the student's account in Student Accounts, the student will be responsible for paying the debt to Student Accounts immediately. The student will not be allowed to register, receive an official transcript, and/or receive future financial aid until the debt to Caldwell University has been paid in full.
- **Student's Return of Funds:** Once the student's portion of the return of funds has been calculated, the Office of Financial Aid will notify the student of the amount he/she must repay. The student may select one of the following repayment options: – The student may pay Caldwell University the full amount of his/her debt, and the university will return the funds to the appropriate programs; or – The student may contact the Department of Education to establish a repayment plan.

The student will remain eligible for Title IV Funds for 45 days from the date the institution sends a notice to the student of the overpayment. To continue eligibility past 45 days, the student must pay the overpayment in full to Caldwell University or make

satisfactory arrangements to repay with the Department of Education. On the 46th day, the institution will report the student's overpayment to the Department of Education, and if the student must return federal loan funds, the student's lender will be notified of the amount owed by the student. The student is responsible for repayment of any loan debt to his/her lender.

- **Return of Unearned Funds:** Unearned funds must be returned in the following order: Unsubsidized Federal Stafford Loan, Subsidized Federal PLUS Loan, Federal Pell Grant, Federal SEOG, other grant, scholarship, or loan assistance. If there is a return for a loan fund that was originally received by EFT, the Office of Financial Aid will be responsible for the return of these funds. If the loan funds were originally received by "paper check" from the lender, Student Accounts will be responsible for return of these funds to the lender.
- **Post-Withdrawal Funds:** If the amount disbursed to the student is less than the amount the student earned, the amount is considered to be post-withdrawal disbursement. Postwithdrawal eligibility can be used to credit outstanding charges on the student's tuition account. Caldwell University has 30 days, from the date of the institution's determination that the student withdrew, to offer any amount of the post-withdrawal disbursement to the student (or parent for PLUS loans). The student (or parent) may accept or decline some or all of the post-withdrawal disbursement that is not credited to the student's account. The student or parent must respond within 14 days of the date that the institution sends the notification to be eligible to receive the post-withdrawal disbursement. If the post-withdrawal disbursement is accepted, Caldwell University must make payment within 90 days of the date of the institution's determination that the student withdrew. If the student (or parent) does not respond to the institution's notice, no portion of the post-withdrawal disbursement that is not credited to the student's account may be disbursed.

**LEAVE OF ABSENCE**

Caldwell University may grant a student a leave of absence of up to 180 days in any 12-month period during which the student is not considered withdrawn and no refund calculation is required. NOTE: International students on a leave of absence cannot stay in the United States.

If a student does not return to the school at the end of an approved leave of absence, the school is required to calculate the refund based on the date the student initiated the leave of absence.

Leave of absence requests for the current semester must be received before the last day to withdraw

**MEDICAL LEAVE OF ABSENCE**

Medical leave of absence is an option available to students who must interrupt study temporarily because of physical or psychological illness. A Medical Leave of Absence may be granted contingent upon the submission of documentation from a health care professional. The student must provide documentation from a health care professional confirming that the student is unable to engage in collegiate study.

Medical leaves initiated by a student may be for one semester and up to two years. Although medical leave may be initiated by a student, in certain cases, the university may require a medical leave. In cases where a student poses a significant risk of harm to the community, the Student Life Office, in consultation with appropriate parties, may require the student to take a medical leave.

Students are urged to use their time on leave to obtain treatment as recommended for the physical/mental health issues or life events that precipitated their leave and to develop their independence and stability.

A student who wishes to apply for return to campus after a medical leave of absence must submit a return/readmit form. In addition, the student must provide documentation to Caldwell University Wellness Center, Health Services Office pertaining to his or her treatment and ability to resume academic/social obligations and responsibilities. Other additional requirements may be requested.

Students should allow the university appropriate time to evaluate the request to return and allow for additional evaluations as determined by the university

**TUITION REMISSION INFORMATION**

There are different types of tuition remissions available for members of the Dominican order. Additionally, lay persons who work full time as teachers in Catholic schools or as diocesan employees, when presenting supporting documentation, are entitled to a tuition remission. Members of religious orders other than Dominican should also contact the university to determine if there could be a remission and what application procedure to follow

<b>Remissions as of Fall 2019</b>	<b>UG</b>	<b>Eligibility requirements, proof must be submitted to the Bursar's Office for discounts.</b>
ABA Graduate Assistantship		Scholarship assigned to a student from ABA department chair. It can be for either the 1st or 2nd graduate degree.
Alumni Remission	25%	Tuition remission is extended to students who have earned a degree from Caldwell University and are pursuing another degree or certificate, the discount is applied by division not by the classes one is taking.
Archdiocese Discount	20%	Tuition remission is extended to students working or volunteering for the Archdiocese of Newark. Only for adult undergraduate theology majors and graduate pastoral ministry majors

Associates Degree with 2.75 GPA	15%	Adult undergraduate students who graduate with an associate's degree and a cumulative GPA above a 2.75 (A.A. or A.S.).
Caldwell Family/Sibling Discount	10%	Tuition discount for students whose spouse, child or sibling are concurrently enrolled at Caldwell University as a full-time traditional undergraduate. This can be applied to the undergraduate or graduate student.
Caldwell FT Employee Dependent, TR	100%	Tuition remission for dependents of full-time employees of Caldwell University.
Caldwell FT Employee Spouse, TR	100%	Tuition remission for spouse of full-time employees of Caldwell University
Caldwell FT Employee, TR	100%	Tuition remission for full-time employee of Caldwell University
Caldwell PT Employee. TR	50%	Tuition remission for part-time employees of Caldwell University. <b>Dependents and spouse of part-time employees do not qualify.</b>
College of Independent College – Tuition Exchange (CIC/TE), TR	100%	College of Independent College Tuition Exchange program.
Criminal Justice Discount	25%	Tuition discount for adult undergraduate and graduate students working as a paid police officer, firefighter or EMT.
Dominican Sister – Caldwell	100%	Tuition remissions for Caldwell Dominican Sisters.
Dominican Sister Niece/Nephew	50%	Tuition discount for full-time traditional undergraduate students with direct Caldwell Dominican Sister relationship (i.e. sisters/brothers/nieces/nephews, grandnieces/grandnephews).
Dominican Sister – Non Caldwell	50%	Tuition remission for non-Caldwell Dominican Sisters.
Essex County Discount	10%	Tuition discount for new adult undergraduate students starting fall of 2013 and beyond, residing in Essex County.
Graduate Assistantship	X	Assistantship assigned to a student from individual department chairs, the work the student is doing must be relevant to their studies.
Mount Saint Dominic Remission	10%	Tuition discount extended to students who have graduated from Mount Saint Dominic Academy or who are dependents of a full-time employee of Mount Saint Dominic Academy
Parish Volunteer Discount	20%	Tuition discount for adult undergraduate students who are at least part-time volunteers (min. 10 hours a week) at a parish enrolled as a full-time adult undergraduate (12 credits or more) or graduate (9 credits or more) student at Caldwell University
Parochial Teacher	25%	Tuition discount for full-time teachers, principals, nurses, librarians whose positions require state certification at a Catholic school.
Phi Theta Kappa – Adult Undergraduate	25%	Tuition discount for adult undergraduate students who have reached the distinguished honor from a community college
Project Excel – High School Students	67%	Reduced rate for those students taking Caldwell University classes while still enrolled in high school.
Religious Discount	25%	Adult undergraduates or graduates who are members of religious orders

		other than Dominican, who are matriculating and are actively involved in the work of pastoral ministry on a paid or volunteer basis in a church related institution.
Senior Citizen Discount	67%	Tuition discount for students over the age of 62 pursuing their first undergraduate degree from Caldwell University.
Teacher Cohort Discount	X	Tuition discount for teachers in the off-site education cohort programs taking graduate coursework.
VA CH33 Non Yellow Ribbon – Determined by FA VA rep	25%	Tuition discount awarded to students who are not 100% Post 9/11 eligible.

*Students who qualify for multiple discounts will receive the largest discount. If the student is also eligible for institutional money the combination of the discount and institutional monies cannot exceed the **Cost of Tuition**.*

**Division Title:** UG = Undergraduate Degree

**Remissions labeled TR must apply through Human Resources.**

# Student Services

## Student Services

In support of the university's mission, vision, and CORE values, the Student Life Office provides services and resources to meet the needs of students enrolled at the university. The Vice President for Student Life oversees student life programs and staff on campus and serves as student advocate in partnership with faculty, staff and departments to continuously enhance the student experience. The following are offices within the Student Life Cluster:

### International Student Services

The Mission of the Office of International Student Services (OISS) is to advance Caldwell University's commitment to a holistic education by providing immigration expertise and services to the international community at Caldwell University. The OISS advises international students on compliance with immigration laws and regulations, provides support to international students in cultural and social adjustment, and assists student, administrative, and academic groups in their initiatives to nurture and grow international programs.

The Director of International Student Services serves as the Principal Designated School Official (immigration compliance officer) to the Department of Homeland Security in all international student immigration-related matters, including the issuing of I-20 documents and maintenance of SEVIS records. International students can access relevant academic information about immigration regulations through the international page on the Caldwell University Student Portal.

### Residence Life

The residence halls are operated by the Director of Residence Life with the support of the Assistant Director, Graduate Resident Directors, and student Resident Assistants. The Residence Life team is committed to fostering a vibrant living environment that is inclusive, safe, and fun! The Office of Residence Life collaborates with its residents to plan activities that are focused on student needs and the Catholic Dominican mission.

### Student Engagement

The Office of Student Engagement is a student-centered department dedicated to providing opportunities for individual, organizational, and professional growth and success. We work not only as the primary source of programming for students, as well as advisors to all student clubs and organizations, Greek life, and the Student Government Association. Additionally, we coordinate volunteer opportunities for students to get involved and give back to Caldwell University as well as the surrounding community. It is our mission to ensure that each student has access to a plethora of opportunities that will allow them to excel both in and out of the classroom; and develop the skills necessary to succeed as a member of society

### The Wellness Center

The Wellness Center is devoted to the mission of the university by joining the mind, body, and spirit in promoting the well being of our students. The Offices of Campus Ministry, Counseling, and Health Services are housed within the Wellness Center in an effort to provide comprehensive, holistic care to students. The Center is located in the George R. Newman Center on the second floor.

### Campus Ministry

The Campus Ministry Office serves all members of the university community; one does not have to be a Catholic or a Christian in order to benefit from or participate in the programs this office sponsors. Campus Ministry promotes the Catholic and Dominican identity of all aspects of life on campus. All are invited to join Campus Ministry in the planning and celebrating of occasions that enrich the religious and spiritual life of the entire university. Campus Ministry encourages young people to talk about their faith openly and practice it with enthusiasm. Therefore, we provide opportunities for all students to come together as a community and live the Gospel command "Whatsoever you do to the least of my people, that you do unto me." (Mt. 25:40) We are called to respond to those in need with love and compassion. The Office of Campus Ministry gives students, faculty, and staff an opportunity to put their faith into action while deepening their relationship with Jesus through prayer and service. All students are encouraged to preach in action by volunteering their time and talents to our brothers and sisters most in need. The Office of Campus Ministry serves as a resource to students, faculty and staff seeking to deepen their spiritual lives through programming that enables the spiritual growth and well-being of the individual.

### Counseling Services

Counseling Services supports the academic mission of the university by providing services and programs that help students maintain their emotional well-being in order to achieve their academic goals. Professional counselors assist students in understanding their abilities and potential, guide students through changing circumstances, and help students grow in the midst of personal difficulty. This office sponsors special programs and workshops and offers short term individual and group counseling by appointment and on a drop-in basis.

The office also offers counseling, education, and referrals to anyone experiencing problems with alcohol or other drugs, or to those who may be concerned about a friend or family member's substance use. Programs are designed to assist students in making safe and informed choices concerning alcohol and other drugs.

Counseling Services also houses a self-help library that contains a wide selection of books, audio-visual materials, and pamphlets on topics that are relevant to students' emotional and personal needs. The office also sponsors C.A.T.S. (Caldwell Advocates Teaching Students), a peer-led group that provides education and outreach to students about wellness issues.

All counseling services are free and confidential. For further information about Counseling Services, log onto our Web site at [caldwell.edu/counseling](http://caldwell.edu/counseling).

### Health Services

The Office of Health Services is dedicated to supporting the educational process by modifying or removing health-related barriers to

learning and promoting optimal wellness. The goal is to educate students to make informed decisions about health-related concerns and empower students to be self-directed and well-informed consumers of healthcare.

The office is located on the first floor of the Mother Joseph Residence Hall. A wide range of primary care and referral services are available to all Caldwell University students. The office is staffed with a full-time registered nurse and a part-time physician. There are no fees for the services provided at the Office of Health Services. Students are encouraged to schedule appointments, however, walk-ins are welcome.

Health Services is also responsible for the public health of the campus and the university's compliance with New Jersey laws concerning immunizations. All required health documentation must be received and verified. Failure to comply with the requirements will affect a student's registration status.

All records and visits to the Office of Health Services are confidential.

## **Athletics**

The Athletic Department provides both intercollegiate and recreational sports programs. Caldwell University is a member of the National Collegiate Athletic Association (NCAA) Division II, and the Eastern College Athletic Conference (ECAC). The Cougars compete in the Central Atlantic Collegiate Conference (CACC), considered one of the most competitive small college conferences in the East Region. In the fall of 2014, Caldwell introduced three new intercollegiate programs: men's cross country, men's track and field, and women's bowling. The men's intercollegiate programs include soccer, basketball, tennis and baseball. Women's programs consist of cross country, soccer, tennis, volleyball, basketball, lacrosse, softball and track and field. Caldwell University offers athletic scholarships for all of its intercollegiate programs.

The recreational sports program at Caldwell University provides an opportunity for all Caldwell students, faculty, and staff to participate in sports at a recreational level and to maintain a healthy lifestyle. Recreational sports events include basketball, soccer, volleyball, dodgeball, tennis, ultimate frisbee, wiffleball, and flag football tournaments and leagues. Fitness classes such as kickboxing, Pilates, yoga, and Zumba are also offered.

Enhancing both the intercollegiate and recreational sports programs is the George R. Newman Recreation and Athletic Center. Officially opened in August of 2002, this 60,000-square foot facility features an 1,800-seat arena, locker rooms, suspended track, bookstore, meeting rooms, Athletic Department offices and the Athletics Hall of Fame and Welcome Center. The Newman Center also features an aerobics room and fitness center, featuring a full line of cardiovascular and strength training equipment.

The campus includes athletic fields for all types of sports and recreation, a second gymnasium, and three tennis courts. The intercollegiate baseball team plays its home games at the Kiwanis Oval, located a few blocks west of campus. The women's lacrosse team plays their home games at Centennial Field, which is less than a mile east of campus.

A highly-qualified coaching staff is committed to the development of the total student-athlete through a balance of excellence in both academics and athletics. Consequently, success has reached the Caldwell University teams in the classroom, as well as on the courts and fields. A departmental academic advisement and monitoring program helps Caldwell University student-athletes earn recognition for academic and athletic achievement from regional and national organizations.

Along with academic and athletic success, Caldwell University student-athletes are committed to community engagement activities on campus and in the surrounding communities. All information regarding the intercollegiate and recreational sports programs at Caldwell University can be found on the athletics Web site: [www.caldwellathletics.com](http://www.caldwellathletics.com).

## **Campus Residence**

On-campus residence is available for students in Mother Joseph Residence Hall, Rosary Hall and Dominican Hall.

The Mother Joseph Residence Hall (MJRH) houses approximately 338 full-time students. Most of the rooms are double occupancy; a limited number of single, triple, and quadruple occupancy rooms are available. There is a university chapel that is located on the first floor. Each wing on the floor is equipped with a kitchenette outfitted with a stove, a microwave oven and refrigerator.

Rosary Hall houses approximately 77 full-time students on the third and fourth floor of the Administration Building. Students who choose to live in this building have chosen to live in a quieter environment. The floors each have a full kitchen, laundry room, and comfortable lounge. Many rooms are single occupancy.

Dominican Hall houses approximately 196 full-time students. This building has been designed as suite-style housing. Most suites consist of two double-occupancy bedrooms and a limited number of single-occupancy bedrooms. Each suite consists of two bathrooms, living room and either a half kitchen or a full kitchen. There are four lounges located throughout the building as well as two study lounges.

All residents participate in the campus food plan, which provides a continuous dining option where residents may visit the dining hall as often as they wish. Breakfast, lunch and dinner are available to both residents and commuters in the dining hall in the Student Center provided by Gourmet Dining.

All residence hall rooms are equipped with cable television service, data ports for high-speed Internet access and wireless internet. A fully equipped laundry room is provided in each residence hall for residents' use which is included in their housing fees.

## **Activities**

The Caldwell University community celebrates the relationships and events which are the hallmarks of its particular identity in a series of activities throughout the academic year. The university also provides its students with numerous activities including sports, clubs, publications, and student government.

## **Clubs & Organizations**

Accounting Club  
Anime Club  
Art Club  
Black Student Union (BSU)  
Caldwell University Cheerleaders  
Calyx  
Campus Ministry  
Criminal Justice Club  
CU Nurses Association  
Circle K  
Dance Club  
Delta Phi Epsilon Sorority  
Film Club  
French Club  
Gamer's Club  
Handmade for Hospitals  
Health Professions Club (HPC)  
H.O.P.E.  
International Student Organization (ISO)  
Italian Club  
League of Legends  
Kappa Beta Gamma Sorority  
Latin American Student Organization (LASO)  
Marketing Club  
Math Club  
Music Club  
Operation Smile  
Political Science Club  
Psi Sigma Phi Fraternity  
Sigma Alpha Pi  
Socio-Political Society  
Spanish Club  
Step Team  
Student Alumni Association  
Student Government Association (SGA)  
Students for Life  
Tennis Club

## **PUBLICATIONS**

*Calyx*  
*E-Insight*

## **Traditions of Caldwell University**

### **Academic Convocation**

A long-standing tradition at the beginning of each fall semester, Caldwell University formally receives and welcomes new undergraduate students into the academic community. The Academic Convocation ceremony is celebrated prior to the beginning of fall semester classes. Each new student receives a pendant featuring the university seal.

### **Mass of the Holy Spirit**

Early in the fall semester, the university community gathers for the Mass of the Holy Spirit to begin the academic year anew, rededicate ourselves to our purpose as a campus, to welcome new students, staff, and faculty to the community, and to ask for God's inspiration and spirit to fill all that we do. Special blessings of teams and/or student groups are often conducted. All are welcome to attend.

### **Caldwell Day of Service**

Caldwell University's Caldwell Day of Service, celebrating the life of St. Martin de Porres, is held each fall semester. St. Martin was a Dominican brother whose passionate love for God led him to serve the poor in Lima, Peru during the early 1600's. On Caldwell Day, classes are canceled and offices are closed to allow faculty, staff, students and alumni to serve the local Caldwell/Essex County area and to put into action our Catholic Dominican Mission as a university community.

### **Christmas Traditions**

The university commemorates the birth of Christ with a cluster of ceremonies and activities. Reminded of those who are less fortunate, the custom of a "Giving Tree" has been established, allowing members of the university community to share something of themselves with others. Members of the university community decorate a Christmas tree for the Student Center.

An Advent Liturgy is celebrated by the university community, the outdoor Crèche and tree are blessed and illuminated amongst Christmas carols and hymns. Afterward, faculty, staff, and students gather for an evening celebration

### **Saint Thomas Aquinas Celebration**

As a university community, we celebrate the Feast of Saint Thomas Aquinas, a Dominican philosopher and theologian who is the patron of Catholic education. Whereas the Feast of Saint Thomas Aquinas is January 28, we celebrate a campus-wide liturgy on the Wednesday closest to January 28 once spring semester classes are in session.

### **Founder's Day**

Each year, on the Wednesday closest to March 19 (the Feast of Saint Joseph), the university celebrates its founder, Mother Joseph Dunn, O.P., and the memory of the many women and men whose lives helped build the university. Following the Liturgy, years of service by faculty, staff and administration are recognized. The day is filled with spirit and pride; events also include the notable Founder's Day Lecture and community-building activities

### **Honors Convocation**

Toward the end of each spring semester, prior to commencement, the Caldwell University community gathers to recognize the outstanding academic achievements of its students. The honorees range from inductees into honor societies, to outstanding scholars in specific majors of study, to the Trustee Award. Faculty and staff are also recognized. This ceremony also highlights faculty who have newly earned a Ph.D., the Excellence in Teaching Award, the Mission in Action Award, and the Caldwell Cup.

### **Lady Lane Tree Dedication Ceremony**

Each year since 1943, graduating students dedicate a tree to be planted at Lady Lane to cement the relationship between Caldwell University and its alumni. This tradition unites alumni tangibly to the institution and provides them with a physical memorial for their time spent at Caldwell.

### **Commencement Liturgy**

Prior to Commencement, graduates and their guests, faculty, staff, and students gather for the Eucharistic liturgy celebrating our graduates and giving thanks and praise for gifts given and received as a Caldwell University student. We ask a blessing for our graduates that they may continue to follow the mission and core values of the university as they begin a new chapter in their lives.

### **Commencement**

Bachelor's, master's, and doctoral recipients who participate in the commencement ceremony are individually announced as they cross the stage to be recognized for their degree awarded.

## **Student Conduct Standards**

### **CALDWELL UNIVERSITY STUDENT CONDUCT STANDARDS**

#### **Statement of Personal Rights and Responsibilities**

Caldwell University has the right and the responsibility to set standards of conduct in order to safeguard the freedom to learn and to provide for the safety of persons on the campus. The university reserves the right to request at any time the withdrawal of a student who cannot or does not maintain the required standard of scholarship, whose conduct is not satisfactory to the authorities of the university, or whose conduct violates any of the university's policies or rules of conduct.

#### **These rights and standards of conduct include:**

1. The right to be free from discrimination, to be treated equally and as an individual without regard to sex (including pregnancy and sexual harassment), race, color, age, national origin, disability, handicap, religion, status as a veteran, affectional or sexual orientation, gender identity or expression, marital status, domestic partnership or civil union status, or on the basis of any other characteristic protected by applicable federal, state or local law(s).
2. The freedom to express one's views in a manner consistent with the university's mission; the freedom to meet peaceably on university property with other members of the university community; freedom of religion and political beliefs; and freedom from unreasonable search and seizure of one's person, possessions, or residence by university officials or personnel.
3. The right to assemble with others, to move about freely, and to join and organize associations for educational, political, social, religious, and/or cultural purposes.
4. The right to be treated fairly and to have access to a process through which a deprivation of rights can be resolved.

#### **These responsibilities include:**

1. The responsibility to refrain from discriminating, harassing, or treating individuals unequally on the basis of sex (including pregnancy and sexual harassment), race, color, age, national origin, disability, religion, status as a veteran, affectional or sexual orientation, gender identity or expression, marital status, domestic partnership or civil union status, or on the basis of any other such characteristic protected by applicable federal, state or local law.
2. The responsibility to permit one another to express views consistent with the university's mission, to meet peacefully on the university property with other members of the university community, not to interfere with other members of the community's freedom of religion and political beliefs, and to respect the person, possessions, and residences of others.
3. The responsibility not to interfere with others' rights to assemble, move about freely, and join and organize associations for educational, political, religious, social, and/or cultural purposes.

4. The responsibility to treat others fairly. In the event of an emergency when it is necessary to protect the health or safety of the student or others, the university will notify the parents and/or guardians, regardless of the age of the student.

### **Statement of General University Regulations/Code of Student Conduct**

Students are subject, both on- and off-campus, to all federal, state, and local laws and ordinances, as well as university rules and regulations. Students are subject to such disciplinary action as deemed appropriate, including suspension and expulsion, for acts or omissions that are prohibited by federal, state, or local laws or university rules and regulations. A student is subject to disciplinary action by the university student conduct process whether or not civil/criminal proceedings have been initiated. University conduct proceedings and hearings are not criminal proceedings. This principle extends to conduct that is likely to have adverse effects on the university and its stated mission, on the educational process, or that indicates the individual who committed the violation is an irresponsible member of the university community.

Please see the C-Book on the Caldwell University Web page and portal for more information

### **Alumni Association**

Upon receiving a degree from Caldwell University, all graduates join the ranks of over 10,000 proud Caldwell University alumni

#### **Vision**

The Caldwell University Alumni Association is a dynamic organization dedicated to fostering opportunities, relationships and networks for all alumni that will allow them to cultivate an ongoing regard for each other, the unive

#### **Mission**

The Caldwell University Alumni Association stimulates academic and personal enrichment and provides social, cultural and professional opportunities for alumni and their families with the intention of creating an ongoing alumni presence on and off campus.

#### **History**

The Caldwell University Alumnae Association was established in 1943 (changed to Alumni Association in 1986 when the university became co-educational), and Betty Glenn Matuszak '43 served as the first president. The Association developed and displayed a tradition of service under the guidance and innovative thinking of Sister M. Joanna Tracy, O.P., who served as moderator for more than thirty years. The Alumni Association now comprises two chapters (Shore Chapter and NYC Chapter), two affinity groups (Art Therapy and Outdoor Enthusiasts), and multiple committees. As we continue to grow, we welcome new opportunities to build relationships among alumni and between alumni and the university.

In 2013, Caldwell University students formed the university's first Student Alumni Association, a group dedicated to building bridges between Caldwell University students and alumni to help foster lifelong connections from the moment students begin their lives on campus. Two student representatives serve on the Alumni Board.

#### **Alumni Board**

The officers of the Alumni Association are President, Vice President, Treasurer and Secretary. The Executive Board consists of the four officers, 10 to 15 members, the immediate pastPresident, a Board of Trustees Representative, and a maximum of two student representatives. Members of the Executive Board are appointed for a three-year term and may not serve more than two consecutive terms unless elected to serve as an officer.

The President of Caldwell University, Vice President for Development and Alumni Affairs and the Director of Alumni Affairs serve as ex-officio members of the Executive Board.

#### **Activities**

Alumni are invited to participate in a number of events throughout the year as a way to engage them in campus life as well as life beyond the campus. Some of these events include the annual Homecoming celebration, Commencement, various departmental events, Career Fairs, organized outdoor activities, athletics games, local chapter events, volunteer and networking events.

Awards include The Peggy Harris Alumna/us of the Year Award, Family Legacy Award, and the June Dwyer Castano Veritas Award.

#### **Services**

Alumni wishing to pursue additional courses at Caldwell University are eligible for a tuition discount. Immediate family members of alumni can also apply for an alumni scholarship for the next academic year by requesting a scholarship application from the Office of Financial Aid. The Alumni Association has awarded more than 125 scholarships to date.

Alumni are entitled to use Jennings Library and obtain a membership at the fitness center and track in the Newman Center. Contact the Office of Alumni Affairs for additional details.

For more information about alumni benefits and services, please visit [www.caldwell.edu/alumni](http://www.caldwell.edu/alumni).

# Academics

## Programs of Study

The university offers various programs of study in the liberal arts and sciences leading to the degree of Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Science, or Bachelor of Science in Nursing. Degree programs have been designed to provide students with a well-rounded general education, to prepare them for careers in the professional or business world and to enable them to gain admission to professional or graduate schools.

**Degree Requirements** To be eligible for graduation with a bachelor's degree, a student must satisfactorily complete a minimum of 120 credits. These credits must fulfill one of the curricular distributions catalogued by the university in the ensuing pages.

Further, students must fulfill the following conditions in order to be eligible for graduation:

1. A minimum overall grade point average of 2.0 (C) in courses completed at Caldwell University.
2. A minimum of 2.0 (C) in each course required in a student's major. A student must also satisfy all department requirements and successfully pass a form of outcomes assessment in the senior year.
3. A minimum of 30 credits taken at Caldwell University, with the last 30 credits of the 120 credit requirement completed at Caldwell University.
4. A minimum of half the total number of credits for a given major must be completed at Caldwell University by all transfer students

## CORE CURRICULUM

### Liberal Arts and Sciences Core Curriculum

At the core of a Caldwell University education is our liberal arts Core Curriculum. The learning objectives of the Core include "global objectives" that cut across different disciplines. The three global objectives articulate the expectation that upon completion of the core, Caldwell University students will be able to:

- communicate effectively in writing.
- demonstrate the ability to use logical reasoning to support conclusions.
- demonstrate competence in information literacy by selecting, utilizing and documenting appropriate sources.

All candidates for the Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Science, or Bachelor of Science in Nursing degree are required to complete this program of courses, described at length in the Core Curriculum Booklet.

### The Foundational Core

The purpose of the Foundational Core is to introduce students to the breadth of disciplines in the Liberal Arts tradition while developing the fundamental skills of writing, critical thinking, and information literacy

### THEOLOGY/PHILOSOPHY – 6 CREDITS

Students must complete TH 102 Introduction to Christian Theology and PH 102 Introduction to Philosophy.

### ENGLISH/WRITING – 6 CREDITS

Students are required to take EN 111 College Writing or, for non-native speakers of English, EN 120 (Advanced Composition 2) and one literature course. Students who show extraordinary writing proficiency will be placed in EN 320 Writing Power in lieu of EN 111.

### COMMUNICATION AND MEDIA STUDIES – 3 CREDITS

Students must complete CO 230 Communication Skills, EN 110 Speaking for Success (for non-native speakers of English) or a Drama in Performance course.

### FINE ARTS – 3 CREDITS

Students are required to take one course in fine arts. See Core Curriculum Booklet for options

### HISTORY – 3 CREDITS

Students are required to complete HI 101 Roots of the West or HI 102 The Shaping of the West

### MATHEMATICS AND COMPUTER SCIENCE – 6 CREDITS

Students are required to take one course in mathematics and one course in computer science from a departmental list of core courses found in the Core Curriculum Booklet.

### MODERN LANGUAGES – 3 CREDITS

Students are required to complete a language or culture course. Courses are available, upon sufficient enrollment, in French, Italian, Spanish, English for non-native speakers, and American Sign Language. Based on testing, for students whose native language is not English, EN 125 (Advanced Grammar 2) may fulfill the modern language requirement.

### NATURAL AND PHYSICAL SCIENCES – 3 CREDITS

Students are required to take a biological or physical science course.

### SOCIAL SCIENCES – 6 CREDITS

Students must complete two of the following courses: BU 101 Survey of Economics, PO 125 Understanding the Political World, PS 150 General Psychology, SO 101 Introduction to Sociology: Foundations, or AN 225 Cultural Anthropology. Course selection may vary, depending upon the major. Refer to the Core Curriculum Booklet.

### FRESHMAN SEMINAR – 1 CREDIT

(Not required for adult undergraduate students)

Although the Core Curriculum is intended as an educational experience common to all Caldwell University students, there are circumstances that allow for exemptions from certain courses or for substitutions of other acceptable courses. These circumstances are described in the Core Curriculum Booklet

### **The Enriched Core**

The purpose of the Enriched Core is to reinforce central elements of the Catholic and Dominican identity of the university while giving students choice and flexibility to pursue topics of interest. As a student, you will complete one course in each of the three clusters listed below (9 credits). The clusters will include courses from a broad range of disciplines.

#### **CATHOLIC AND DOMINICAN TRADITION – 3 CREDITS**

Courses in this cluster will create and deepen your connection to, and understanding of Roman Catholic and Dominican heritage.

#### **GLOBAL AWARENESS AND CULTURAL UNDERSTANDING – 3 CREDITS**

Courses in this cluster will enhance your understanding of the contemporary world through a focused examination of issues of current global concern and/or the development of characteristics of other societies and cultures.

#### **ETHICAL INQUIRY AND APPLICATIONS – 3 CREDITS**

Courses in this cluster will critically examine the rational foundations of ethics and/or focus on the application of ethical parameters to specific issues, themes or areas of inquiry.

Courses for the enriched core will change each semester. Academic advisors guide students through the selection of courses to meet students interests and the Core requirements.

### **Writing Across the Curriculum**

Traditional undergraduate students will be required to complete two Writing Intensive courses. The first Writing Intensive course will be EN 111 or for non-native speakers of English, EN 120 or, for those so placed, EN 320. The second will be a Writing Intensive (WI) course in a discipline. A Writing Intensive course is designed to foster excellence in writing and the development of critical thinking skills while improving comprehension of course material. Writing tasks will be significant and frequent, including opportunities for feedback and revision.

### **Majors**

Majors are offered in the following fields: Accounting, Art, Biology, Business Administration, Chemistry, Communication and Media Studies, Computer Information Systems, Criminal Justice, Education, English, Financial Economics, Fine Arts (in Art), Health Science, History, Marketing, Mathematics, Medical Technology, Music, Nursing, Political Science, Psychology, Social Studies, Sociology, Spanish, Theology, and an Individualized Major.

A minimum of ten semester courses in one department is usually prescribed for the major. The course requirements are outlined by each department in the following pages. All programs require that students successfully pass a form of outcomes assessment in the senior year

### **Double Major**

A student who has satisfied the requirements for more than one major leading to a baccalaureate degree as determined by the appropriate academic units may have both majors recorded on the degree and transcript upon written request to the Registrar. For a double major, one major must have at least eight courses (minimum of 24 credits), that are not shared with the requirements for the other major or core. A separate degree for each major is not awarded. The request must be made no later than the last date for submission of Declaration of Candidacy for the degree. Students cannot double major in Business Administration and another business major.

### **Minors**

[Details on our minors can be found here.](#)

### **Certification Programs**

Certification programs are valuable options for students who want a competitive edge in their careers. Certification programs may be taken by both matriculating and non-matriculating (non-degree) students. At least one-half of the credits for certification must be taken at Caldwell University. Students are referred to the individual department or program for the specific certification requirements.

### **Second Degree**

A candidate for a second degree, holding a prior Caldwell University degree, must complete a minimum of 30 credits Caldwell University credits above the number of credits needed for the first degree and which must include the requirements of the major other than those taken for the first bachelor's degree.

Second degree candidates are accepted on a space-available basis as determined by the appropriate department. Students accepted for this program register as undergraduates and are subject to the rules and regulations affecting undergraduates.

### **Degree Application**

All candidates are expected to submit an application for degree completion well in advance of their anticipated completion date. The last day to file for a degree is as follows:

EXPECTED DATE OF DEGREE COMPLETION	APPLICATION DATE
May	November 1
August	February 1
December	May 1

Failure to submit an application on time may result in re-application for the next diploma-award date.

## Minors

### Minors

Students who wish to may group a set of elective courses as a minor. Minors are noted on students' transcripts as a way of recognizing that they have, over and above their required major program, also concentrated to a lesser degree in one or more other areas. A minor is constituted by a group of courses (determined by each department) amounting to at least 18 credits in one of the following areas:

Accounting minor	Minor in criminal forensics	Minor in management information systems	Minor in theology and philosophy
Minor in american sign language	Minor in drama	Minor in marketing	Art/business minors
Minor in art	Minor in english	Minor in mathematics	Minor in pre-law
Minors in art history	Minor in finance	Minor in museum studies	Minor in copywriting
Minor in biology	Minor in global business	Minor in psychology	Minor in internet communications
Minor in business administration	Minor in graphic design	Minor in small business entrepreneurship	Minor in media production
Minor in chemistry	Minor in healthcare administration	Minors in spanish, italian and french	Minor in music industry
Minor in computer information systems	Minor in human resource management	Minor in sport management	
Minor in communication and media studies	Minor in management	Minor in sociology or criminal justice	

### INTERDISCIPLINARY MINORS

Caldwell University offers the following interdisciplinary minors: Pre-Law, Art Direction, Copywriting, Graphic Design, Internet Communications, Media Production and Music Industry.

### THE FOLLOWING CONDITIONS SHOULD BE NOTED:

1. At least nine credits to be used toward a minor must have been taken at Caldwell University.
2. At least 50% of the minor must be of unique credit, not used for any other major, core, minor, or concentration requirement. Effective Fall 2018.
3. Students are referred to the individual department or program for the specific requirements for that minor.

### ACCOUNTING MINOR

Students must receive a minimum grade of C in all courses applied to any of the business minor programs.

- BU 211 Accounting I
- BU 212 Accounting II
- BU 321 Intermediate Accounting I
- BU 322 Intermediate Accounting II
- BU 323 Cost Accounting
- BU 332 Federal Income Taxes

### MINOR IN AMERICAN SIGN LANGUAGE

The minor in American Sign Language (ASL) is designed to provide the student with an understanding of ASL and its application. The following courses are required:

- AS 101 American Sign Language I
- AS 102 American Sign Language II
- AS 103 American Sign Language III
- AS 201 Intermediate ASL I
- AS 202 Intermediate ASLII

- [AS 125 Introduction to the Deaf Community](#)

A grade of C or better is required in all courses

### **MINOR IN ART**

Students who wish to pursue a minor in are must complete 18 credits in studio art.

These must include:

- [AR 111 Drawing](#)
- [AR 113 2D Design](#)
- [AR 118 3D Design or AR 250 Sculpture I](#)
- [AR 280 Painting I](#)

and any two of the following

- [AR 204 Color Theory](#)
- [AR 220 Digital Art](#)
- [AR 229 Photography](#)
- [AR 243 Ceramics](#)

One AH art history may be substituted for an AR studio course.

### **MINORS IN ART HISTORY**

A minor consists of 18 credits (6 courses) in Art History. A maximum of nine credits (three courses) may be drawn from AH courses used to fulfill other core requirements. Students must obtain a C or better in all classes.

### **MINOR IN BIOLOGY**

Students may earn a biology minor by taking at least 18 credits of biology courses. These courses must include General Biology with Lab (BI 101, BI 101L, BI 102 and BI 102L), Physiology (BI 207), and one 300- or 400-level biology course.

All prerequisite requirements must be met. Students must achieve a minimum grade of C (2.0) in the courses applied to the biology minor program.

### **MINOR IN BUSINESS ADMINISTRATION**

Non-Business Majors Only

- [BU 101 Survey of Economics](#)
- [BU 105 Contemporary Business](#)
- [BU 211 Accounting I](#)
- [BU 221 Marketing](#)
- [BU 260 Principles of Management](#)
- [BU 350 Legal Environment of Business I](#)

### **MINOR IN CHEMISTRY**

Students may earn a minor in chemistry by taking at least 18 credits of chemistry courses. These courses must include General and Organic Chemistry with Lab (CH 111, CH 111L, CH 112, CH 112L, CH 203, CH 203L, CH 204, and CH 204L) and one 300- or 400-level chemistry course.

All prerequisite requirements must be met. Students must achieve a cumulative GPA of C (2.0) in the courses applied to the chemistry minor programs.

### **MINOR IN COMPUTER INFORMATION SYSTEMS**

Non-CIS Majors Only

- [CS 195 Computer Programming I](#)
- [CS 196 Computer Programming II](#)
- [CS 219 Business Spreadsheet Applications](#)
- [CS 225 Operating Systems](#)
- [CS 230 Web Page Design & Programming](#)

- [CS 260 Data Management Systems](#)
- [CS 320 Networking and Communications](#)

### **MINOR IN COMMUNICATION AND MEDIA STUDIES**

A total of 18 credits within the department is required for a Communication and Media Studies Minor. Students must take CO 201 Contemporary Mass Media, CO 275 Broadcast Journalism, CO 312/SO 312 Media and Society, and three other courses in communication and media studies. The department's two core courses CO 230 Communication Skills and CO 240 Media Literacy can count toward the minor.

Students must attain a minimum grade of C in all courses applied to the Communication and Media Studies Minor.

### **MINOR IN CRIMINAL FORENSICS**

The minor exposes students to diverse areas of forensic study, including forensic psychology, forensic anthropology, and criminalistics. Students will develop a basic familiarity with forensics and an appreciation for this field of study. As a result, they will be better prepared to make an informed decision about pursuing advanced coursework in forensics. Additionally, the minor provides students with a competitive edge in their careers, and accentuates the usefulness of the social, behavioral, and physical sciences in understanding and exploring criminal behavior, solving crimes, and answering legal questions.

Students are required to take SIX courses or 18 credits from the following nine courses:

- [AN/CJ 420 Forensic Anthropology](#)
- [CJ 228 Cybercrime](#)
- [CJ 250 Victimology](#)
- [CJ 410a Seminar: Profiling Serial and Mass Murderers](#)
- [CJ 425 Crime Scene Processing and Investigation](#)
- [CJ 428 Criminalistics](#)
- [PS 324 Forensic Psychology](#)
- [PS 309 Psychopathology \(prerequisite: PS 232 Psychology of Personality\)](#)
- [PS 330 Psychology of Addiction](#)

Students are allowed to cross-list up to two of these courses with another major, minor, or certificate program.

### **MINOR IN DRAMA**

Students may earn a minor in Drama by taking a total of 18 credits from the following requirements and electives:

#### **Required:**

- [DR 202 Great Drama in Performance](#)
- [DR 203 Modern Drama in Performance](#)
- [DR 204 Shakespeare in Performance](#)

#### **Electives (students may choose any three):**

- [EN 202 Introduction to Drama](#)
- [EN 307 Modern Drama](#)
- [EN 319 Writing the Self in Poetry & Prose](#)
- [EN 332 Modern Irish Drama](#)
- [EN 401 Shakespeare, Plays of Politics](#)
- [EN 417 Shakespeare, Plays of Love](#)
- [MU 212 Into the Woods: America's Musical Theatre](#)

### **MINOR IN ENGLISH**

A minor in English consists of 18 credits in elective courses beyond the 6 credit core requirement. These six courses must be upper division courses (300- or 400-level), or a 200-level course from the list above may be substituted. Students must attain a grade of C or better in all courses applied to the English minor.

### **MINOR IN FINANCE**

- [BU 212 Accounting II](#)
- [CS 219 Business Spreadsheet Applications](#)
- [BU 337 Finance](#)
- [BU 417 International Finance](#)

- BU 433 Financial Markets I
- BU 434 Financial Markets II

#### **MINOR IN GLOBAL BUSINESS**

- BU 105 Contemporary Business **OR**
- BU 110 Business Communications
- BU 210 Economics II (business majors) **OR**
- BU 101 Survey of Economics (non-business majors only)
- BU 208 Introduction to International Business

Select 3 Courses:

- BU 327 International Marketing
- BU 375 International Business Management
- BU 417 International Finance
- BU 487 Internship
- BU 491 International Travel Experience

#### **MINOR IN GRAPHIC DESIGN**

- AH 206 Design History
- AR 111 Drawing I or AR 113 2D Design
- AR 224 Graphic Design
- AR 248 Typography

Two additional studio courses from the following: AR 348 Graphic Design II, AR 350 Digital Art I, AR 357 Web Design, AR 358 Typography II, AR 339i Identity Design, AR 437 Advanced Portfolio Design, AR 456 Digital Imaging II, AR 489 Field Internship.

#### **MINOR IN HEALTHCARE ADMINISTRATION**

- BU 213 Introduction to Healthcare Administration
- BU 214 Ethical Issues in Healthcare Administration

Select 4 Courses:

- BU 217 Accounting for Healthcare Managers
- BU 223 Healthcare Marketing
- BU 260 Principles of Management
- BU 302 Budgeting, Finance & Healthcare Payments
- CS 310 Healthcare Information Systems
- BU 356 Healthcare Law & Regulation
- BU 371 Operations Management in Healthcare
- CS 405 Data Analysis in Healthcare
- BU 465 Managerial Epidemiology
- BU 470 Human Resource Management

#### **MINOR IN HUMAN RESOURCE MANAGEMENT**

- BU 105 Contemporary Business **OR**
- BU 110 Business Communications
- BU 210 Economics II (business majors) **OR**
- BU 101 Survey of Economics (non-business majors only)
- BU 260 Principles of Management

Select 3 Courses:

- BU 370 Organizational Behavior
- BU 470 Human Resource Management
- BU 472 Legal Aspects of Human Resource Management
- BU 487 Internship

#### **INTERDISCIPLINARY MINORS**

## ART/BUSINESS MINORS

The Art/Business minor will allow students to gain exposure and experience in highly practical skills both in business and art subjects. Students must complete the following courses in the concentration.

### MINOR IN ART DIRECTION

- [AH 206 Design History](#)
- [AR 111 Drawing I](#)
- [AR 224 Graphic Design I](#)
- [AR 248 Typography I](#)
- [BU 221 Marketing](#)
- [BU 347 Public Relations](#) or [BU 360 Advertising](#)

### MINOR IN GRAPHIC DESIGN

- [AH 206 Design History](#)
- [AR 113 2D Design](#)
- [AR 224 Graphic Design I](#)
- [AR 248 Typography I](#)
- [BU 221 Marketing](#)
- [BU 347 Public Relations](#) or [BU 360 Advertising](#)

## MINOR IN PRE-LAW

The pre-law minor at Caldwell University is designed to aid students who are planning on attending law school or are interested in a career in law. The course offerings in this 18-credit interdisciplinary minor focus on the skills that the American Bar Association identifies as important to success in the legal profession. These include the ability to think logically, to move beyond description and analyze the relationship between variables, comprehensive reading abilities, and concise writing skills. The minor is administered by the pre-law advisor.

To successfully complete the minor students can choose any six courses from the following list. Students must obtain a C or better in all courses applied to the pre-law minor.

- [PH 202 Logic](#)
- [EN 320 Writing Power](#)
- [PO 330 Introduction to the American Legal System](#)
- [BU 350 Legal Environment of Business I](#)
- [BU 355 Legal Environment of Business II](#) (prerequisite: [BU 350](#))
- [CO 230 Communication Skills](#)
- [CJ 201 Introduction to Criminal Justice](#)
- [CJ 390 US Courts: Structure and Functioning](#) (prerequisite: [CJ 201](#))
- [EN 222 Literature and the Law](#)
- [PH 318 Philosophy of Law and Society](#)
- [PO 225 American Government](#)
- [PO 370 International Law](#)
- [PY 109 Science within the Law](#)

## MINOR IN COPYWRITING

PREREQUISITES (REQUIRED BEFORE ANY OTHER COURSES ARE TAKEN):

- [BU 221 Marketing](#)
- [CO 201 Contemporary Mass Media](#)

AND ONE (1) OF THE FOLLOWING:

- [BU 347 Public Relations](#)
- [BU 360 Advertising](#)

AND ANY THREE (3) OF THE FOLLOWING:

- [CO 275 Broadcast Journalism](#)
- [CO 402 Dramatic Writing for TV & Film](#)
- [CO 325 TV & Digital Journalism](#)
- [EN 414 Journalism: Newswriting](#)

### MINOR IN INTERNET COMMUNICATIONS

PREREQUISITES (REQUIRED BEFORE ANY OTHER COURSES ARE TAKEN):

- BU 221 Marketing
- AR 220 Computer Art I

REQUIRED:

- CS 230 Web Design
- CS 238 E-Commerce
- BU 347 Public Relations or BU 360 Advertising

ANY ONE (1) OF THE FOLLOWING:

- AR 221 Computer Illustration
- AR 224 Computer Design I
- AR 229 Photography I
- AR 350 Digital Imaging

### MINOR IN MEDIA PRODUCTION

PREREQUISITES (REQUIRED BEFORE ANY OTHER COURSES ARE TAKEN):

- BU 221 Marketing
- CO 201 Contemporary Mass Media

REQUIRED:

- CO 210 TV Production
- CO 350 Radio Broadcasting and Podcasting
- BU 347 Public Relations or BU 360 Advertising

AND ANY ONE (1) OF THE FOLLOWING:

- AR 248 Typography/Layout
- AR 224 Graphic Design I
- CO 310 Video Editing
- CO 355 Digital Filmmaking

### MINOR IN MUSIC INDUSTRY

The Music Department offers a Minor in Music Industry for any major. If the student is majoring in Music, no more than two (2) of the courses from their major concentration may be included in the credits required for this minor.

REQUIRED:

- BU 110 Business Communications
- MU 260 Introduction to Music Industry (Prerequisite for BU 334)
- BU 221 Marketing
- BU 334 Facility Operations & Event Management (Prerequisite for BU 105 or MU 260)

AND THREE (3) OF THE FOLLOWING 3-CREDIT COURSES:

- MU 487 Field Internship I (3 credits) **Strongly Recommended**
- BU 101 Survey of Economics
- BU 105 Contemporary Business (non-Business majors only)
- BU 260 Principles of Management
- BU 343 Creativity, Innovation and the Competitive Edge
- CS 219 Business Spreadsheet Applications
- MU 220 Jazz: An American Story
- MU 221 Roots: The Origin of Rock, R&B and Hip-Hop
- MU 255 World Music
- CO 210 TV Production (Prerequisite CO 201)
- CO 350 Radio Broadcasting and Podcasting (Prerequisite CO 201)
- CO/SO 312 Media and Society (Prerequisite CO 201 and CO 275)

### MINOR IN MANAGEMENT

- BU 105 Contemporary Business **OR**

- BU 110 Business Communications
- BU 210 Economics II (business majors) **OR**
- BU 101 Survey of Economics (non-business majors only)
- BU 260 Principles of Management

**SELECT 3 COURSES**

- CS 219 Business Spreadsheet Applications
- BU 343 Creativity, Innovation & the Competitive Edge
- BU 370 Organizational Behavior
- BU 375 International Business Management
- BU 460 Entrepreneurship & Business Planning
- BU 470 Human Resource Management
- BU 487 Internship

**MINOR IN MANAGEMENT INFORMATION SYSTEMS**

Non CIS Majors Only

- CS 219 Business Spreadsheet Applications
- CS 285 Fundamentals of Management Information Systems

Select 4 Courses

- CS 230 Web Page Design & Programming
- CS 238 E-Commerce
- CS 260 Data Management Systems
- CS 315 Elements of Systems Analysis
- CS 348 Data Security & Disaster Recovery

**MINOR IN MARKETING**

- BU 105 Contemporary Business

OR

- BU 110 Business Communications
- BU 210 Economics II (Business majors)

OR

- BU 101 Survey of Economics
- BU 221 Marketing

Select 3 Courses:

- BU 327 International Marketing
- BU 343 Creativity, Innovation & the Competitive Edge
- BU 347 Public Relations
- BU 360 Advertising
- BU 416 Selling & Sales Management
- BU 427 Digital Marketing
- BU 487 Internship

**MINOR IN MATHEMATICS**

A total of at least 18 credits is required for a mathematics minor. No more than two courses from the student's major concentration requirements may be included in the minor. Students must attain a grade of C or better in all courses applied to the minor.

**REQUIRED COURSES**

- MA 214 Linear Algebra
- MA 220 Calculus I
- MA 221 Calculus II
- MA 309 Foundations of Mathematics

and at least two additional mathematics courses at the 300-level or above.

**CORE REQUIREMENT**

The choice of course to meet the core requirement in mathematics depends on: a) results of a university-administered mathematics placement test; b) secondary school preparation; and c) potential major. Students are assigned to a developmental course, a 100-level

course or a 200-level course.

### **MINOR IN MUSEUM STUDIES**

Students who wish to pursue a minor in museum studies must complete 18 credits which includes one 3-credit internship. These must include:

- [AH 211 Introduction to Museology](#)
- [AH 360 Critical Issues in Museology](#)
- [HI 378 Public History](#)

One of the following:

- [AH 122 Language of World Art](#)
- [AH 212 World Art](#)
- [AH 214 Modern Art](#)
- [AH 215 World Art II](#)

One of the following:

- [AN 225 Cultural Anthropology](#)
- [AR 357 Web Design](#)
- [BU 221 Marketing](#)
- [BU 330 Principles of Management](#)
- [CO 230 Public Speaking](#)
- [CS 230 Emerging Technologies](#)

### **MINOR IN PSYCHOLOGY**

Students who minor in psychology must complete seven courses (18 credits towards the minor plus 3 credits towards the liberal arts core). Four courses are required and three courses are electives.

REQUIRED COURSES:

- [PS 150 General Psychology I](#)
- [PS 207 General Psychology II](#)
- [PS 232 Psychology of Personality](#)
- [PS 309 Psychopathology](#)

Students must attain a grade of C or better in all courses applied to the psychology minor.

### **MINOR IN SMALL BUSINESS ENTREPRENEURSHIP**

- [BU 105 Contemporary Business](#)

OR

- [BU 110 Business Communications](#)
- [BU 210 Economics II \(Business majors\)](#)

OR

- [BU 101 Survey of Economics \(non-business majors only\)](#)
- [BU 260 Principles of Management](#)
- [BU 460 Entrepreneurship & Business Planning](#)

Select 2 Courses:

- [BU 235 From Self-Management to Leader](#)
- [BU 343 Creativity, Innovation & the Competitive Edge](#)
- [BU 416 Selling & Sales Management](#)
- [BU 470 Human Resource Management](#)
- [BU 487 Internship](#)
- [BU 491 International Travel Experience](#)

### **MINORS IN SPANISH, ITALIAN AND FRENCH**

The minors in Spanish, Italian and French consist of 18 credits (6 courses) with a grade of C or better in all courses. Consult the Department Chair for help with course selection

## **MINOR IN SPORTS MANAGEMENT**

- BU 105 Contemporary Business
- OR
- BU 110 Business Communications
  - BU 210 Economics II (business majors )
- OR
- BU 101 Survey of Economics (non-business majors only)
  - BU 251 Introduction to Sport Management
- OR
- BU 260 Principles of Management
  - BU 333 Sport Marketing
  - BU 334 Facility Operations & Event Management

Select 1 Course:

- PS 311 Psychology of Sport
- BU 331 Sport Ethics
- BU 343 Creativity, Innovation & the Competitive Edge
- BU 347 Public Relations
- SO 360 Sociology of Sport
- BU 372 Sport Law & Risk Management
- BU 382 Sports Media
- BU 487 Internship
- BU 491 International Travel Experience

## **MINOR IN SOCIOLOGY or CRIMINAL JUSTICE**

Students who wish to pursue a minor in sociology must complete 18 credits or six courses. These must include: SO 101 Introduction to Sociology, plus any other five courses with an SO prefix.

Students who wish to pursue a minor in criminal justice must complete 18 credits or six courses. These must include CJ 201 Introduction to Criminal Justice, plus a minimum of three CJ courses required for the criminal justice major, and up to two elective courses from the designated list of CJ or SO cluster courses that fulfill requirements for the criminal justice major.

Students must attain a grade of "C" or better in all courses applied to the sociology or criminal justice major and minor programs.

Students majoring in both sociology AND criminal Justice may cross-list three courses. These are: SO 344, SO 346, and SO 335. For students with a major in sociology and a minor in criminal justice OR a major in criminal justice and a minor in sociology, only two courses may be cross-listed.

## **MINOR IN THEOLOGY AND PHILOSOPHY**

### **Requirements for a Theology or Philosophy Minor**

- Students who minor in theology must complete the required five courses, minus TH 495, and one additional theology course.
- Students who minor in philosophy must complete PH 102 plus any five other philosophy courses.
- Students must attain a grade of C or better in all courses applied to the theology or philosophy minor programs.

## **Special Programs**

### **Academic Internship Program**

Caldwell University recognizes the valuable role that work experience can play in helping students understand and integrate theoretical and practical knowledge. Students interested in pursuing an internship for academic credit work with an internship faculty advisor and the Office of Career Planning and Development. Students must receive approval for the proposed internship, develop learning objectives and goals in consultation with the internship faculty advisor, work under the supervision of the employer and complete related academic assignments.

All academic internships require departmental approval. To be eligible, students must have completed 30 credits and maintain an overall GPA of 2.5. Transfer students must complete at least one semester at Caldwell University to be eligible. Internships can be paid or non-paid. To earn credit for an internship, students must follow established policies and procedures, begin the process well before the semester for which they plan to register, and then register for the appropriate credit-bearing course by the appropriate semester deadlines.

Students are eligible to earn up to 3 credits per semester for an internship experience and a maximum of 9 credits, subject to departmental approval. For most academic departments, internships may fulfill elective credit. Students pursuing more than one semester with the same employer (to a maximum of two semesters for credit) must demonstrate increased level of responsibilities in their internship experience and develop substantive learning objectives, to be approved by the departmental chair. Students majoring in sociology and criminal justice are required to complete one 3-credit, 120 hour internship as part of their curriculum. Courses in the internship program include:

#### **Field Internship I: 2-3 credits**

A pre-professional, introductory experience in a career field. Internship responsibilities are entry-level in nature. The intern and internship faculty advisor develop related learning objectives. Course number: 487, preceded by departmental code.

#### **Field Internship II: 2-3 credits**

A second, pre-professional experience in a career field. Learning objectives and academic assignments should incorporate knowledge gained in Field Internship I and demonstrate new, substantive learning goals. Course number: 489, preceded by departmental code.

#### **Field Internship III: 2-3 credits**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and academic assignments must incorporate knowledge gained in Field Internships I & II and demonstrate new, substantive learning goals. Course number: 490, preceded by departmental code

### **Freshman Connect Program**

The Freshman Connect Program, coordinated by the Academic Success Center, is a two-semester success program offered, by invitation, to students who are selected by the Office of Admissions. Participation is determined by high school GPA and transcript, SAT scores and other criteria.

Structured on a learning community model, Freshman Connect provides students with a controlled learning experience in which they can strengthen their academic skills and realize their potential as successful students while involved in college-level work.

The values in the learning community experience are not only increased competency in highly transferable skills, but also connection to classmates, professors and the university. It is believed that such bonds provide a comfortable and nurturing environment that enables students to develop personally and academically.

## **PROGRAM DESCRIPTION**

### **Academic Services**

#### **Jennings Library**

Jennings Library, situated between the Student Center and the Residence Hall, is a wireless facility that contains over 144,133 books in print and access to 5,663 electronic books and chapters in books. The Library subscribes to 402 periodical titles in print and has access to more than 32,625 journals through 41 online databases. The audio-visual collection numbers over 3,214 items and contains video tapes, compact discs, DVDs, etc. The curriculum Library contains textbooks, and a wide variety of teaching-related materials. There is also a large collection of children's literature for use in the Education program courses. There are a number of databases for student use in doing research which cover the university's major curricular offerings at both undergraduate and graduate levels. There is full Internet access. Online access to the book and media collections is available through CALCAT, available on and off campus via the Internet. All of the online databases are available on the university network which also allows for access from both on and off campus sites. In order to access all databases a Caldwell University e-mail/network account is required. The collections are developed continuously to support the curricular needs of students and faculty.

The library staff provides orientations for all incoming students, as well as course-specific instruction as requested by faculty. Services, hours, policies, and other useful information are available on the Library's homepage, [www.caldwell.edu/library/](http://www.caldwell.edu/library/).

As a member of OCLC (Online Computer Library Center), the library provides access to over 30 million titles in over 5,000 national and international libraries. Inter-library loans may be transmitted electronically for items not owned by the Jennings Library, using OCLC and/or Jersey Cat, a state-wide database of books and media materials. The Jennings Library is a charter member of the New Jersey Library Network. The Library is also a member of the VALE reciprocal borrowing program for both graduate and undergraduate students.

A current, barcoded ID card is necessary to borrow materials

#### **Information Technology Resources**

Caldwell University's Office of Information Technology (IT) provides various computing services and facilities for students, including e-mail, online learning systems, online registration resources, computer labs equipped with specialized academic software, and wired and wireless

Internet connections in the residence halls, Jennings library and a few select areas on campus. Plans to expand the wireless network are underway.

All registered Caldwell University students are supplied with a NetID (network identification). The NetID is a personal and unique identifier that is used to access computing services.

IT manages the main computer lab on campus which is found in the Visceglia Arts Center, room 205. It is open to all students on Mondays through Thursdays from 8:00 a.m. to 9:30 p.m., Fridays from 10:00 a.m. to 4:00 p.m., Saturdays from 10:00 a.m. to 5:00 p.m. and Sundays from 2:00 p.m. to 8:00 p.m.

IT provides students with network specific support, such as anti-virus software requirements and network connection issues, through the Caldwell Connect program. They can be contacted at 973-618-3000, extension 4444.

Information about all our resources can be found by exploring the IT page on the Caldwell University Web site.

### **The Center for Advising, Records and Enrollment Services**

The Center for Advising, Records and Enrollment Services (CARES) is dedicated to the success of Caldwell University students. CARES is comprised of Academic Advising, the Bursar's Office, the Office of Financial Aid and the University Registrar's Office. These services exist in a single office space in Aquinas Hall to facilitate the student experience. The Center aspires to support and empower students from matriculation to graduation and beyond.

### **The Academic Success Center**

The Academic Success Center at Caldwell University offers academic support services through which students of all abilities can address their long and short-term learning needs in a supportive and relaxed environment. Individual and group tutoring in most academic subjects is available on a scheduled basis. Many drop-in sessions are also offered. Skill-specific workshops are presented regularly to help students develop and improve their study habits and writing techniques. The Writing Center, staffed by professional and peer tutors, has regular hours for scheduled and drop-in assistance. Students may be referred to the Academic Success Center by their professors for skill reinforcement, or they may arrange for their own tutoring by completing the form available in the Academic Success Center. Students who excel in a particular course and who have been recommended by their professor, may be invited to work as Academic Success Center tutors.

The Academic Success Center supports non-native speakers of English through a two-semester sequence of advanced level credit-bearing courses that develop academic language skills and cultural understanding, supplemented by tutoring and computer-assisted instruction.

The Academic Success Center encourages students to become independent and confident learners through academic counseling and the identification of learning styles

### **Academic Advisement**

Since competent advising is an important dimension of the educational experience, all freshmen are assigned faculty/staff advisors who provide their advisees with the guidance necessary to foster scholastic success. These advisors also act as mentors in the Freshman Seminar, an academic/personal life skills course required of all freshmen. The advisors assist their advisees in creating an academic program which will be in accord with each student's needs, interests and career goals.

After the freshman year, students are assigned to an advisor of the department in which they are majoring. Undeclared students are advised by the Advisement Office.

For more information, visit Advisement online at <http://www.caldwell.edu/student-success/advisement.aspx>.

### **Educational Opportunity Fund Program (EOF)**

The Educational Opportunity Fund Program (EOF) at Caldwell University is designed to provide an opportunity for higher education to disadvantaged New Jersey residents who would not be able to attend Caldwell University without the financial assistance and special services provided through the EOF Program.

In addition to a grant, the EOF Program provides academic and support services to assist students in the transition from secondary to post-secondary education. All freshmen who qualify for the EOF Program are required to attend a special summer program prior to their first semester at Caldwell University.

The summer program combines academic preparation with achievement motivation and evaluates the individual student's strengths and weaknesses prior to fall placement. The program also provides ongoing support services in tutoring, personal and academic counseling and achievement motivation.

The EOF Program aims to give the student demonstrating potential a chance for success.

### **Career Planning and Development**

The Career Planning and Development Office provides students with the necessary tools training to prepare for their professional futures. Career Planning and Development offers programs, workshops and individual appointments counseling sessions to assist students with career planning, self-assessment, deciding on a major, and writing resumes and cover letters. The Career and Internship Fair is held each spring, and participating employers offer a variety of positions for undergraduate and graduate students.

Career Planning and Development also oversees the academic internship program (see the Special Programs section of this catalog for a full description of the academic internship program). Career Planning and Development counselors help students identify and secure appropriate internship experiences. The office maintains an online job board, C-Jobs, which lists part-time jobs (on- and off-campus), internships, and full-time opportunities. Career Planning assists students with all aspects of their job and internship searches. For more information, visit the Career Planning and Development Web site at [www.caldwell.edu/career](http://www.caldwell.edu/career)

## **Accessibility Services**

The Office of Accessibility Services (OAS) is a dedicated office for students with disabilities that arranges for reasonable and appropriate accommodations for eligible students. Caldwell University ensures that all students will have equal access to all services, programs and activities to ensure compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA, ADAA). The OAS seeks to foster independence and to develop the self-advocacy of students with disabilities. In addition, the OAS serves as a liaison and resource to members of the Caldwell University community. The Office of Accessibility Services is located in the Student Center. For further information about eligibility, rights and responsibilities, log onto the Accessibility Services web page at <https://www.caldwell.edu/student-success/office-of-accessibility-services/>

## **Academic Policies**

**Registration** Students are expected to register for all courses online through the university portal at <https://mycaldwell.caldwell.edu> at the time indicated on the university calendar. Each student at Caldwell University receives an ID number and password for login to the portal. Students needing assistance should contact the Office of the Registrar. A schedule of courses and specific registration procedures are available prior to each registration period. Students who have not met their financial obligations to the university will be unable to enroll into courses until the hold has been resolved. See "Course Changes" for policies regarding adding, dropping, and withdrawing from classes.

### **Academic Credit**

Matriculated students may earn academic credit toward a degree program offered by Caldwell University. Academic credit may be earned by satisfactory completion of an approved course or special program in the Caldwell University curriculum with a passing grade as evaluated by the instructor.

Students may also earn academic credit through credit by examination (see page 10 for more information) within the first 60 credits of matriculation and with the approval of the academic department.

A matriculated student may receive academic credit for courses completed at another institution that are equivalent in content and credit to courses in the Caldwell University curriculum as evaluated by the appropriate academic department. Transfer credit awarded may not exceed the maximum credits offered for an equivalent course in the Caldwell University curriculum.

### **Course Load**

A normal course load for a traditional student is five or six three-credit hour courses in any one semester. Online students may enroll in a maximum of 12 credits per semester or a maximum of 6 credits in each accelerated online session.

In most majors, the required four-year program totals 120 credit hours. Some science courses and additional prescribed courses necessary for completion of degree requirements in some concentrations may result in a four-year accumulation in excess of the usual 120 credit hours.

### **Course Overload**

Students who have a sufficient GPA (3.0) and wish to take more than 18 credits must have the written permission of the Department Chair and their advisor. Online students in good academic standing who wish to take more than 12 credits must have written permission from their advisor.

### **Course Changes**

Courses may be dropped or added with the consent of the academic advisor. Drop/Add Forms may be secured in the Center for Advising, Records, and Enrollment Services. No student will be permitted to add a course or transfer from one section to another after the first week of the semester. Failure to attend class does not constitute an official withdrawal. Failure to withdraw officially by the deadline date will result in the grade of "F" for the course.

### **Repeating a Course**

A student may repeat a course once without appeal. If after 3 attempts without passing, a student must obtain written permission from their Department Chair or Associate Dean to repeat the course. When a course is repeated, the higher grade will be used in determining the cumulative Grade Point Average. Both grades, however, are shown/recorded on the transcript.

### **Tutorials**

When a course which a student needs to complete degree requirements is genuinely unavailable, (i.e., a legitimate academic or personal problem has prevented the student from taking a regularly scheduled course) permission may be granted to take it as a tutorial. Applications, which may be obtained from the Center for Advising, Records and Enrollment Services, require the approval of the instructor, the department chair and the academic advisor, and the Vice President for Academic Affairs.

### **Independent Study**

Independent study courses consist of student-designed, faculty-approved, in-depth programs of study outside of the university's regular course offerings. Such courses may be pursued only by upper division students with a cumulative index of 3.0 or higher, for a letter grade, after a proposal has been approved by the faculty advisor and the chair of the department of the respective discipline.

### **Attendance**

The faculty have immediate jurisdiction over all student attendance regulation, and therefore the individual policies identified by the specific faculty member for the course will be the standard for student attendance in that course. In the absence of such rules, the policy below will apply.

Regular and punctual attendance is an essential part of the educational program. Students are expected to be earnest about their scholastic work and to be absent only for serious reasons. Each instructor determines the course attendance policy and students should

receive a policy statement at the beginning of the course in the syllabus. Students are expected to attend each class session in accordance with each instructor's or department's attendance policy. The responsibility for any work missed because of an absence rests entirely with the student.

Students requesting an excused absence must provide documentation to the instructor at least two weeks prior to the scheduled excused absence or as soon as possible when not known in advance.

Students may be required to account for irregularity in attendance, either by oral or written explanation to their instructor. Students absent from classes more than two consecutive classes for illness should provide medical documentation to the Health Services office.

Students who expect to be absent from class for five days overall should notify their professor and the Student Life Office promptly.

Any student who has been excessively absent (4 or more course meetings) from a course may be required to withdraw from that course without credit. Unless otherwise noted in the course syllabus, students who have missed 40 percent of the coursework without documentation and have not withdrawn will receive an F for the course.

Students who fail to attend class by the first meeting after the add/drop period should officially withdraw from the course through the Registrar's office to avoid receiving an F.

Students must be registered and in class prior to the start of the second week of classes. **If a student has not been in attendance by the first class of the second week**, the student will need faculty, department chair, and the Vice President of Academic Affairs approval to enter the class. Instructors retain the right to deny admission to a course to any student who wishes to enroll after the add/drop period has ended.

### Delayed Opening/Emergency Closing

If a class is canceled for illness or personal emergency of the professor, every effort will be made to notify students by phone. The university's Emergency Closing telephone number is 973-618-3100. In the event of inclement weather, students and faculty should call this number or go to the university Web site for information regarding classes. Students should keep in mind that late afternoon and evening classes are not necessarily canceled if day classes are.

Should the weather improve, these classes may be held. Therefore, this number or Web site should be checked any time after 6:30 a.m. for information regarding day classes and again after 3:00 p.m. for a final decision on evening class cancellations

### Academic Standing

The scholastic standing of a student is determined by the quality of work in class and semester examinations. It is expressed in terms of the scholastic index also known as the Grade Point Average (GPA). The scholastic index is computed by dividing the total number of quality points earned by the total number of semester hours attempted. For example, a student who has earned 30 quality points for 15 semester hours has a scholastic index of 2.0. Only course work taken at Caldwell University or in an approved affiliation program is included in the computation of the GPA.

Quality points are the numerical values assigned to the various grades as shown in the following table. For example, the grade "A" translates into 4 quality points per semester hour.

The cumulative index will determine the academic standing of a student at every point. A student is in good academic standing if the cumulative index is 1.8 at the end of the first semester and 2.0 at the end of every semester thereafter.

GRADE	QUALITY POINTS	INTERPRETATION
A	4.0	Highest level of achievement
A-	3.75	Exemplary achievement
B+	3.5	Consistently superior achievement
B	3.0	Very good
B-	2.75	Good
C+	2.5	Above average
C	2.0	Satisfactory work. Minimum grade for major field.
D+	1.5	Unsatisfactory
D	1.0	Poor performance. Minimum passing grade.
F	0.0	Failure
IN	0.0	A temporary grade given at the discretion of the instructor, provided the student has satisfactorily completed a minimum of 80% of the course work. Grades of Incomplete that are not resolved by the conclusion of the following semester will automatically be changed to an F. Students are eligible for ONE semester extension with approval from the instructor and the Department Chair. Incompletes

		may not exceed a total of 2 semesters. Incompletes must be filed with the Office of the Registrar one week before the beginning of examination week.
W		Authorized Withdrawal
AU		Audit. Based on permission of professor and availability of seating.
NG		No Grade. Issued when an instructor has not provided a grade in a course
P/F		Pass/Fail. Students may elect to take a course for pass/fail under the following conditions:

- a. They must have junior or senior class standing;
- b. Courses taken for pass/fail cannot be courses counted in the major nor courses used to fulfill the core requirements;
- c. A maximum of two courses can be taken pass/fail and cannot be taken at the same time; d. Students must declare officially with the Registrar's Office before the end of the add/drop period, their intent to take a course pass/fail.

**Academic Progress**

Full-time students (defined as students taking 12 or more credits per semester) are required to demonstrate progress toward a degree according to the following conditions:

1. The attainment of a degree within a maximum of six academic years, fulfilling degree requirements as described in the university catalog for the year in which the student entered the university. The university cannot assure students that requirements and courses will be applicable for more than six years. Students in teacher education programs or other programs subject to professional licensing may be required to take additional courses in order to secure certification. (See also section on Interruptions of Registration, page 58.)
2. The successful completion of at least one-sixth of the credits required for graduation at the end of the first academic year, including summer school, and an additional one-sixth increment at the end of each successive academic year.
3. The maintenance of a minimum GPA of 1.8 during any one semester, a minimum cumulative average of 2.0 after two semesters, and a minimum of 2.0 in major courses during the junior and senior years.
4. Students who have not accumulated the minimum credits and/or the minimum cumulative average at the end of each academic year will be evaluated by the Vice President for Academic Affairs to determine if the student has the potential to complete the degree requirements within the maximum years allowed. A positive determination will indicate satisfactory progress

The progress of part-time students (defined as students taking fewer than 12 credits in a semester) will be periodically reviewed by the Center for Advising, Records and Enrollment Services. Ordinarily, a student should be able to attain a degree within a maximum of ten academic years. After ten years, a re-evaluation of the student's record will be necessary. Students who take more than ten years to complete a degree run the risk of having to repeat or add courses in the major field in order to keep their education current.

A student who has been academically dismissed and then reinstated must show evidence of improved academic progress since dismissal in order to receive financial aid.

Students will not be funded with any financial aid past completion of 150% of their educational degree requirement (i.e., 120 credits to graduate cannot exceed 180 credits).

**Class Standing**

To be classified as a sophomore, a student must have earned at least 30 credit hours; as a junior, the student must have earned at least 60 credit hours; as a senior, at least 90 credit hours.

**Grade Reports**

At the close of each semester, grade reports will be available online. Report cards will only be generated if requested.

Mid-semester grades for students with freshman status will be available on the web. Upperclass students whose mid-semester grades are below C will be sent a warning letter.

**Change of Grade**

A final grade may be changed for reasons of error in computation or in transcribing or in exceptional circumstances with written approval of the Vice President for Academic Affairs. Any such changes must be made within six months of the posting of the initial grade.

**Appeal of Final Grade**

In exceptional circumstances, if a student believes that a grade is unjustified, the following appeal process can be followed. An attempt must be made to resolve the matter in a face-to-face meeting with the faculty member. If the student believes that the situation has not been resolved, the student may meet with the Department Chair (or the Vice President for Academic Affairs if the faculty member is also the Department Chair.) If the student continues to believe that the resolution is not satisfactory, he/she may appeal in writing to the Vice President for Academic Affairs using the designated Student Appeal form on the Caldwell Portal. The appeal will then be heard by the Academic Foundations Committee which may request oral testimony from the parties involved. The final decision will then be made by the faculty members of the Academic Foundations Committee. If the faculty member is not available to participate in the appeal process, the department chair shall act as surrogate for the faculty member in the appeal process. At all times, the burden of proof is on the student to demonstrate that the final grade does not accurately reflect the student's performance in the course.

**When supported by sufficient evidence, any of the following reasons may constitute cause for challenging a final grade:**

1. The grade was the result of an error on the part of the instructor in calculating, recording, or reporting a final grade.
2. The grade was awarded in an arbitrary or capricious manner.
3. The grade was the result of unfair discrimination. The student must provide evidence that the instructor did not apply a consistent grading standard to all students in the course.

**None of the following shall be considered cause for appealing a final grade:**

1. Disagreement with the course requirements established by the professor.
2. Disagreement with the grading standards established by the professor.
3. Disagreement with the instructor's judgment when applying grading standards, assuming that the instructor has made a reasonable effort to be fair and consistent in exercising that judgment.
4. The desire or need of the student to attain a particular grade.
5. Consequences that a student might face as the result of a grade award.

**An appeal of a final grade must be made within four months of the posting of the initial grade.**

*\*Adapted from Shepherd University*

**Academic Recovery**

**Academic Standing Summary:**

- **Good Academic Standing:** Cumulative and major GPA is 2.0 or above.
- **Academic Warning:** Any student whose term GPA is below a 2.0.
- **Academic Probation:** Any student whose cumulative GPA falls below a 2.0
  - **Re-admit Probation:** Returning students who have a cumulative GPA below 2.0
  - **Continued Probation:** Second semester probation students whose GPA remains below 2.0 but have shown improvement by raising their cumulative GPA or achieve a term GPA of 2.0 or above.
- **Academic Suspension:** Any student who has failed to improve cumulative GPA or who has not achieve a term GPA of 2.0 or above after one semester on Academic Probation.
- **Academic Dismissal:** Any student who has failed to improve cumulative GPA after returning from Academic suspension and has put little to no effort in achieving academic goals will face academic dismissal from the University

**Academic Warning:**

Students on academic warning are in danger of meeting academic requirements because their term GPA is below a 2.0. These students may need additional support and will meet with a recovery advisor during the semester to ensure that they are utilizing academic resources as needed. Advisor will monitor students' progress throughout the semester. Students on academic warning will be suggested, by recovery advisor, to participate in academic activities to improve their grades. This includes, but is not limited to, tutoring, writing assistance, workshops, career development, and counseling. Any student who demonstrates academic progress by obtaining a term GPA of 2.0 or above will no longer be on academic warning.

**Academic Probation:**

Students on academic probation have a cumulative GPA below a 2.0. Traditional students on academic probation are required to meet with their recovery advisor at the beginning of semester for an initial meeting where they will review academic policies and develop a strategic academic plan for success. Specialized cohorts such as: adult students will meet with the Academic Recovery advisor for an individualized plan. In the Academic Recovery program, students will meet with advisor consistently throughout the semester to ensure that student is not having academic difficulty. Students will also meet with their advisor before finals to ensure the proper final exam preparation. While on academic probation, students may not take more than a 12-13 credit course load. Adult undergraduate students may not register for more than 6 credits (or two courses) while on academic probation. Students are required to participate in activities suggested by their recovery advisor, including: tutoring and career development. Students on probation are ineligible to participate in athletic sports and may be prohibited to engage in campus activities and organizations. Student athletes can submit an appeal in order to play sports the semester on academic probation; however, they will still be required to meet the guidelines of the Academic Recovery program.

Once a student's overall GPA is at or above a 2.0, the student will be in good academic standing and thus, will no longer be on academic probation.

**Continued Probation:**

If a student's GPA does not reach good standing status by the end of the first probationary term, they must demonstrate academic improvement by achieving a term GPA of 2.0 or above or raise cumulative GPA in order to be on continued probation. Students on continued probation will follow the same structure and guidelines until they are in good academic standing (cumulative GPA of 2.0). Students who do not show academic improvement after one semester on continued probation will face academic suspension.

**Re-admitted Probation:**

Students who were suspended from the university and have been re-admitted to complete their degree, are to follow the same probation requirements. Students in this group will receive specific attention when working with their recovery advisor. They will meet consistently with their recovery advisor throughout the semester and develop a strategic academic success plan to improve their GPA.

**Academic Suspension:**

Students who do not show improvement to their cumulative GPA or do not obtain a term GPA of 2.0 or above while on academic probation

will face suspension. Students who are suspended will be required to take 1-2 semesters of administrative leave from the university. Academic suspension time will be based on a case by case basis and many factors, such as attendance and effort in the Academic Recovery program, will be taken into consideration when making the decision of academic suspension.

Students have the right to appeal their suspension and will be required to fill out the appeal form addressed to the Vice-President of Academic Affairs (VPAA). Upon their return, students will have a re-admitted probation status and work closely with the recovery advisor to develop an academic action plan for success. Any student who has an appeal approved will remain on continued probation and work towards improving their cumulative GPA. If a student's cumulative GPA decreases instead of improving and the student does not obtain a term GPA of 2.0 or above; they will face suspension or dismissal.

#### **Academic Dismissal:**

Students who return from academic suspension and are given the opportunity to raise GPA but have failed to do so will face academic dismissal. Academic Dismissal is the final status at Caldwell University in which students are not allowed to return to finish their degree within 2-5 years. After 2-5 years, the student can re-apply to the university and be re-admitted on probationary status and work closely with the recovery advisor to develop an action plan for success.

#### **Reinstatement Procedure**

A student dismissed from the university for academic reasons may submit a petition for reinstatement to the Vice President for Academic Affairs after the lapse of two semesters. A student applying for reinstatement is cautioned that reinstatement is never automatic: the student's overall record (academic and disciplinary) is reviewed, as is performance in courses taken elsewhere during his/her suspension from the university. A student who is reinstated to the university must make an appointment with the Center for Advising, Records and Enrollment Services to complete the registration procedures. Once reinstated, if the student again fails to meet the minimum cumulative quality point index required, he/she will be subject to dismissal at the end of the semester. A student who has been dismissed a second time may not apply for reinstatement.

#### **Withdrawal from the University**

Traditional students who withdraw from the university are required to meet with the Director of Advising an exit interview and follow established procedures for remaining in good academic standing. If a student withdraws from the university during a semester, the student must also withdraw from all courses. Failure to follow this procedure will result in a grade of F in every course for which the student was registered.

#### **Interruptions of Registration**

Traditional students are normally expected to register for courses every semester until completion of degree requirements. Students wishing to interrupt their registration, for any reason, should apply to the Center for Advising, Records and Enrollment Services for a leave of absence. The Center for Advising, Records and Enrollment Services will advise them concerning: re-registration at the university after the leave of absence; transfer of any credits earned at other institutions during the leave of absence; and completion of degree requirements within the six-year period stipulated under Academic Progress above. Any student who has received financial aid at Caldwell University should contact the Office of Financial Aid to determine the impact of this leave of absence.

Students who interrupt their registration without having an approved leave of absence must apply to the Center for Advising, Records and Enrollment Services in order to re-register at the university. A student whose registration at the university has been interrupted for a period of five years or longer will, upon re-entry, be obligated by the current catalog requirements. The student's transcript will also need to be re-evaluated by the department chair in order to determine the viability of credits earned toward the major.

Students who take more than 10 years to graduate also need to have courses in their major re-evaluated.

#### **Courses at Other Institutions**

Students who have declared a major and have completed a minimum of 15 degree credits at Caldwell University with a minimum cumulative GPA of 2.5 or 2.75 for Nursing and Education majors, may request permission to take a course at another approved institution. No more than 2 courses or 6 credits whichever is greater may be completed during summer session in one calendar year. For all majors, one half of the coursework in the selected major and at least the last 30 credits must be completed at Caldwell University.

Students must obtain the appropriate signatures on the permission form to take a course at another institution available at the Registrar's office. The student must have an official transcript sent to the Registrar of Caldwell University after completion of the course.

No grade below C will be accepted for transfer credit. Grades for courses taken at other institutions are not included in the student's cumulative index.

No more than six (6) credits or two (2) courses, which ever is greater, may be completed at another institution during a summer session.

#### **Transcripts**

Official Transcripts may be ordered online at [www.getmytranscript.com](http://www.getmytranscript.com). Select Caldwell University and follow the instructions provided. The cost of a transcript is \$7.25 for regular processing (3 business days) and \$12.25 for rush processing (1 business day). Both services require a processing fee for each recipient being issued a transcript. Students may view and print unofficial transcripts through the MyCaldwell Portal at <https://mycaldwell.caldwell.edu>. Transcripts issuance may be delayed and/or suspended during periods of registration and grade distribution. All financial obligations must be met before transcript(s) will be issued.

#### **Academic Integrity Policy**

Academic Integrity, or honesty, in dealing with ideas, facts, data, interpretations, conclusions and expression of these, is essential to the very nature of any academic community. The nature and mission of Caldwell University demand a high respect for moral values, including intellectual honesty and justice. Every student who attends Caldwell University agrees to abide by this Academic Integrity Policy as long as

he or she remains enrolled. Students who witness violations are strongly encouraged to report the academic dishonesty to the appropriate academic authority (instructor, chair or Vice President for Academic Affairs.)

The following is an explanation of violations, penalties and procedures regarding academic dishonesty:

### **VIOLATIONS OF ACADEMIC INTEGRITY**

Academic dishonesty includes but is not necessarily limited to the following:

#### **Cheating**

1. Unauthorized use of materials during tests and examinations.
2. Unauthorized possession of test or examination material prior to the administration of same.
3. Altering assigned grades.
4. Submitting, as one's own work, assignments (for example, papers, data, computer assignments, or artistic works) obtained in whole or in part from another, unless specifically authorized to do so by the instructor.

#### **Fabricating**

Inventing data or other information to reach a desired conclusion.

#### **Plagiarism**

The unacknowledged, undocumented presentation of words or ideas which are the intellectual property of another as one's own.

1. Direct quotation, that is, even a few of the exact words of a source, must be indicated by the use of quotation marks or indentation of the text and be properly documented.
2. Passages which parallel the thought or expression of the source, even without using the same words, must be properly documented.

#### **Multiple Submission**

Assignments, substantially the same as those submitted for credit in another course, may not be resubmitted in a second course without the explicit authorization of that instructor.

#### **Interference**

Behavior deliberately calculated to prevent or impede another student from fulfilling his or her academic responsibilities.

#### **Complicity**

Assisting another student in violating Academic Integrity by any of the actions described in this document.

#### **Charges and Appealing Charges**

If a faculty member determines that a violation of academic integrity has occurred, he/she must confront the student and report the incident to the faculty member's department chair and to the Vice President for Academic Affairs. The student charged with academic dishonesty may appeal the charge to the chair of the department in which the incident occurred, or the Vice President for Academic Affairs if the faculty member is also the department chair. The department chair or the Vice President for Academic Affairs if the faculty member is also the department chair, will investigate the facts and affirm or dismiss the charge. Subsequently, the student may register a formal appeal with the Vice President for Academic Affairs via the Student Appeal form on the Caldwell portal, who will convene the Academic Appeals Board. The Board consists of a designated Chair, the chair of the department of the faculty member involved in the appeal, one member of the Academic Foundations Committee, the Vice President for Student Life, and either an SGA officer or faculty member or administrator of the student's choice. If the Board determines that an appeal is warranted, it will invite testimony from both the student and faculty member involved in the incident and, at its discretion, may solicit other pertinent information. The Vice President for Academic Affairs and the Board are responsible for ensuring that the appeals process is correctly followed and that all evidence has been thoroughly examined. The Board's decision is final

#### **Penalties and Appealing Penalties**

Offenses against the Academic Integrity Policy are cumulative within the university. A record of each violation will be kept in the student's file. Prior offenses will be taken into account in the assignment of penalties for violations of the policy. Faculty have the right to include offenses and penalties in the course syllabus that may go beyond the stated standard.

Following are the penalties to be imposed on students for violation of the Academic Integrity Policy.

**FIRST OFFENSE** (no record of prior offense within the university)

- The student will be assigned a grade of F/no credit for the assignment or examination.
- For offenses such as interference, when the student may not be enrolled in the course, the offense will be recorded in the student's file.

**MULTIPLE OFFENSES** (prior offense has been reported and is part of the student's record/or multiple offenses are reported simultaneously)

- The student will be given an F grade in the course indicating failure due to a violation of the university's academic integrity policy.

**MORE SEVERE PENALTIES**

- The university reserves the right to impose more severe penalties, including suspension for a designated period of time or expulsion from the university, for multiple offenses and/or other factors that may compound the offense.
- For offenses where the student is not enrolled in the course, the university reserves the right to impose other penalties including, but not limited to, suspension for a designated period of time or expulsion from the university.

A student will not be allowed to withdraw from a course in which there is a charge of violating the university's policy on Academic Integrity.

The Vice President for Academic Affairs is responsible for maintaining the necessary records and ensuring that the penalties for multiple offenses are appropriately administered. In such cases where the more severe penalties of suspension or expulsion are imposed, the student may appeal to the Academic Foundations Committee. The Committee will then make a final decision on the penalty. If a student is expelled at any point during a semester/ session, due to a violation(s) of the university's Academic Integrity Policy, the student will receive an FX grade(s) in the course(s) where the violation(s) occurred and will receive a grade of W in all other courses taken in that semester/session.

### **Notification of Rights Under FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who attends a postsecondary institution regardless of age.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Caldwell University receives a request for access. A student should submit to the registrar a written request that identifies the record(s) the student wishes to inspect. The registrar 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 registrar, the registrar shall coordinate access to inspect those records.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask Caldwell University to amend a record should write the registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed. If Caldwell University decides not to amend the record as requested, Caldwell 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 Caldwell University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. See "Additional Disclosure Information" below.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Caldwell 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**

Caldwell University may disclose directory information without the written consent of the student. Directory information includes the following: name, address, telephone number, email address, dates of attendance, enrollment status, class, previous institutions attended, major and minor field of study, awards, honors (including Dean's list), degrees conferred including date, past and present participation in officially recognized activities, student's photograph, height and weight (for athletes only), and date and place of birth.

Students may request to withhold disclosure of directory information. To ensure that a request is properly processed, it must be submitted on the official 'Request to Prevent Disclosure of Directory Information Form', which is available in the Office of the Registrar. The request will remain in effect until the student submits signed authorization to allow disclosure of directory information. Caldwell University assumes that failure on the part of any student to specifically request on the official form the withholding of release of directory information indicates individual approval of disclosure

### **Additional Disclosure Information**

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student –

- To other school officials within Caldwell University whom Caldwell University has determined to have legitimate educational interests. A school official is a person employed by Caldwell University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. 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 Caldwell University. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection

with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or for which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as “directory information” under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

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

### **Directory Information**

Directory information, which under the provisions of the Act noted above, may be released at the university's discretion unless a specific request for exclusion from disclosure is made, includes: a student's name, local and home addresses and telephone listings, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, honors and awards received, and the most recent previous educational institution or agency attended by the student.

### **Commencement**

Caldwell University has three conferral periods, culminating on one Commencement Ceremony in May. Graduates from the preceding December, May, and Summer may be eligible to participate in Commencement. In order to be eligible, students must have completed all degree requirements by the conferral dates established for each term. \*Summer graduates must, at the time of commencement, be enrolled and anticipated to complete all degree requirements prior to the conferral of degrees for that period. See the Academic Calendar for each Conferral period for the corresponding Commencement Ceremony.

All candidates for degrees are urged to participate fully in Honors Convocation, Baccalaureate Mass and Commencement.

### **Recognition of Student Achievement**

#### **GRADUATION HONORS**

To be eligible for degrees with distinction, students must be in attendance at the university for a minimum of two years and must have attempted no fewer than 60 credits at Caldwell University exclusive of CLEP, TECEP, ACT-PEP and the New York Foreign Language Proficiency exam credits, that is, those credits not formally taken at the university for grades. Prior Learning Assessment taken at Caldwell

University is considered Caldwell University credits and is included in the 60 credits necessary for honors. Honors are determined on the basis of the student's cumulative GPA at Caldwell University and are as follows:

3.9	Summa cum laude
3.75	Magna cum laude
3.5	Cum laude

#### DEPARTMENTAL HONORS

Numerous departmental honors as well as other awards are presented at Honors Convocation, a formal event held in May.

#### DEAN'S LIST

The Dean's List is posted at the end of the semester. The list is made up of those full-time students whose index is 3.5 or higher on the official transcript for the term just completed. There can be no grades of "F" or "Incomplete".

A separate Dean's List is published for part-time students. To be eligible, the part-time student must be matriculated, have accumulated 12 credit hours during an academic year (fall, winter, spring, summer) and have a 3.5 average or higher. Eligibility will be considered only once a year at the end of the summer session. There can be no grades of "F" or "Incomplete."

#### Honor Societies

Alpha Chi, a national honor society, was established on the Caldwell University campus in 1971. Membership is open to the top ten percent of the upperclassmen. The purpose of Alpha Chi is the stimulation, development, and recognition of scholarship and those elements of character that make scholarship effective for good.

Alpha Kappa Delta is the International Sociological Honor Society for sociology students. Alpha Kappa Delta seeks to promote sociological study, research on social problems, and the betterment of humanity through social and intellectual activities. Membership is open to undergraduate students who major or minor in sociology. Eligible students must have completed at least four regular courses in sociology, maintain a 3.0 GPA overall and in their sociology courses, and be at least a junior. Alpha Kappa Delta offers leadership opportunities for students, as well as financial and institutional support for sociological endeavors. An annual student paper competition sponsored by Alpha Kappa Delta has a scholarship for graduate study in sociology as its grand prize.

Alpha Phi Sigma is the nationally recognized honor society for students in the criminal justice sciences. Alpha Phi Sigma offers students leadership experience through the management of a student organization, interaction with other criminal justice students and prominent criminal justice professionals, and enhanced marketability in the workplace. The requirements for undergraduate students include a 3.0 overall GPA with at least 43 credit hours and a 3.2 GPA in the criminal justice major. Alpha Phi Sigma members must have taken at least four criminal justice courses and be in the top 35 percent of their class. Part-time students, graduate students, and those with a minor in criminal justice are also eligible for membership into the Honor Society.

Alpha Sigma Lambda is a national honor society dedicated to the advancement of scholarship and which recognizes academically outstanding students in continuing higher education.

Beta Beta Beta Biological Honor Society was founded in 1922 by Dr. Frank G. Brooks at Oklahoma City University as an honor society in the biological sciences to recognize the interests and achievements of students in biology. The three major objectives of the Society are to promote scholarship in the biological sciences; promote the dissemination of biological knowledge; and encourage research. Caldwell University became part of the national society as the Rho Mu Chapter. Membership is open to students who have successfully completed three biology courses with a B or higher grade.

The Beta Delta Chapter of Delta Epsilon Sigma, national scholastic honor society for students of colleges and universities with a Catholic tradition, was installed at Caldwell University on February 25, 1944. Membership is open to undergraduate students who have completed at least 60 credits towards their baccalaureate degrees with a minimum overall GPA of 3.6.

The Chi Zeta Chapter of Sigma Tau Delta is an active chapter in the national professional English honor society. Its purpose is to promote interest in literature and the English language and to foster the discipline of English in all its aspects, including creative and critical writing. Awarded to senior English majors with a cumulative 3.2 GPA and a 3.5 in English. Students must have earned a minimum of 60 credits at Caldwell University.

Kappa Delta Epsilon is an honorary professional education fraternity, the purpose of which is to promote the cause of education by fostering a spirit of fellowship, high standards of scholastic attainment, and professional ideals among its members. The Gamma Gamma Chapter of Caldwell University is open to full-time students who have been formally accepted into the Education Department, have achieved a GPA of 3.2 and have exhibited professional growth.

Kappa Gamma Pi, the national Catholic college honor society, is open to graduates who have been enrolled in the nominating institution for at least two years. Up to 10% of the graduates may be nominated. Requirements for nomination include leadership in campus-based extra-curricular activities or off-campus volunteer projects and a 3.5 GPA for seven semesters. Full-time and Continuing Education students are included in the membership.

The New Jersey Collegiate Business Administration Association (NJCBAA) Honor Society, recognizes the very highest scholastic achievements of undergraduate students who are studying business at two-year and four-year colleges in New Jersey. Admission into the NJCBAA Honor Society is open to all students who are pursuing a bachelor's degree in business administration (e.g., management or

business administration) or a traditional business discipline (e.g., accounting, finance or marketing). Students in the graduating class who, by their grade point average, are in the top 1% of the total population of business students at Caldwell University and who have completed a minimum of 35% of their coursework at Caldwell University will be invited to join the NJCBAA Honor Society.

Phi Alpha Theta, the international honor society in history, aims to promote the study of history by encouraging historical research, publication, presentation of papers, and discussion by students and faculty alike. Membership is open to all students who have completed at least 12 credits in history and are maintaining high standards in their academic program.

Phi Sigma Iota is the International Foreign Language Honor Society which recognizes outstanding ability and attainment in the study and teaching of modern languages. Caldwell University's chapter, Kappa Chi, is open to juniors and seniors who are majoring or minoring in modern language and who maintain a B average or higher.

Pi Sigma Alpha, the national Political Science honor society, aims to stimulate scholarship and intelligent interest in political science. The Caldwell University chapter seeks to provide a framework for enriching the exposure of its members and the wider university community to the study of government and issues of public concern. Membership is open to all students who have completed at least 12 credits of political science courses with a GPA of 3.0 or higher, including at least one course at the 300-level or higher. In addition, the student's total GPA must also be 3.0 or higher.

Psi Chi, the national honor society in Psychology, is open to upper division students who have a 3.5 GPA and a 3.5 average in Psychology. The organization's purpose is to "encourage, stimulate and maintain excellence in scholarship of the individual members in all fields, particularly in psychology, and to advance the science of psychology."

Delta Mu Delta is an International Honor Society in Business that recognizes and encourages academic excellence. It honors students who have attained superior records in college business programs that have both regional accreditation and accreditation by the Association of Collegiate Business Schools and Programs (ACBSP). The purposes of Delta Mu Delta are to promote scholarship and to recognize and reward scholastic achievement. Membership in the Caldwell University Lambda Psi Chapter of Delta Mu Delta is open to candidates for bachelor's and master's degrees that rank in the upper 20% of their class by GPA at the time of invitation. Applicants must have completed at least one-half of the degree program in which they are enrolled.

Theta Alpha Kappa is a national honor society for professors and students of theology and religious studies. Its primary purpose is to encourage excellence in research, learning, teaching and publication as well as to foster the exchange of thought among scholars. Caldwell University's chapter, Gamma Charter, is open to majors and minors in theology who maintain a B+ average or higher.

The Caldwell University chapter of the Society of Collegiate Journalists, a national honor society of collegiate mass communications, is open to full-time students in good standing who have served for one year or more on a university publication.

Who's Who Among Students in American Colleges and Universities, a national honor society, accepts for membership each year students who excel in scholarship, leadership, citizenship and service to their college and who give promise of future usefulness to business and society

## **Adult Undergraduate**

Caldwell University has a tradition and a commitment to assist adult learners in their pursuit of lifelong learning. Responsive to the adult's quest for ongoing study, creative self-development and pre-professional training, the university has established flexible programming geared to meet the specific goals of men and women of different ages, backgrounds, and interests.

The academic advisors in the Center for Advising, Records and Enrollment Services offer guidance to adult undergraduate students who wish to explore the possibility of taking individual courses, or who wish to work towards a degree.

The Adult Undergraduate Program is an integral part of Caldwell University's regular undergraduate program. It is structured so that adults may study full-time or part-time, combining day with evening, online, or Saturday courses, working toward a degree, or studying as non-matriculating (non-degree) students for personal growth, professional enrichment, or career advancement.

### **Prior Learning Assessment (PLA)**

Prior Learning Assessment is a method whereby learning gained through an individual's life experience is considered as credit toward a college degree program. This learning can come from a variety of sources, including work, hobbies, military service and family responsibilities. While there are a number of types of Prior Learning Assessment, one of the more popular forms is the portfolio method. This method requires the student to document their life experiences and demonstrate their similarity to learning gained through formal college level education. Caldwell University follows The Council for Adult and Experiential Learning (CAEL) guidelines in the award of credit.

A candidate for the PLA program must be an adult student, matriculated with at least 12 earned Caldwell University credits, and attend the PLA workshop given every semester. A Student may earn a maximum of 18 credits towards a degree through the PLA process. Only 6 of these credits may satisfy major requirements. PLA credits may also be used to satisfy electives or core requirements. All PLA credits must be completed prior to the last semester before graduation and the recommendation to award PLA credits must be received by the Registrar prior to the beginning of the last semester before a student's anticipated graduation.

### **Distance Learning – Caldwell University Online**

Caldwell University has been providing distance learning options to adult undergraduate students since 1979. Students have an opportunity to enroll in three fully online degree programs offered through Caldwell University Online.

Adult students interested in online study can enroll in our Caldwell University Online program to earn a B.S. in Healthcare Administration, a B.S. in Business Administration, or current registered nurses interested in earning a B.S.N. degree can enroll in our online R.N. to B.S.N. program.

Key characteristics to our online program include accreditation, accessibility and affordability.

– Caldwell University is accredited by the Middle States Commission on Higher Education. The university offers high quality online courses and degree programs that expand access and provide opportunity to students seeking a degree from an accredited institution.

– Online students receive excellent support comparable to the high level of support our on-campus students receive. Our online programs provide all the assistance students would need from a distance, making our programs and services easily accessible.

– Our online programs are offered in an accelerated format. It is important that online students recognize that accelerated courses do not mean less work, as the content of the courses is the same as if it was offered over an entire session. It does mean these courses will require students to cover more material over a shorter period of time. To successfully manage the intensive lesson plans and strict deadlines of these courses, online students must be disciplined, have excellent time management skills, and remain committed to accomplishing their goal of degree completion

### **Degree Program for Registered Nurses**

In addition to an R.N. to B.S.N. option, the university provides a flexible degree program for registered nurses who have graduated from diploma nursing schools and to those who have an associate's degree in nursing from a junior or community college. The university offers R.N.s an alternative for further study in academic areas. Transfer credits are awarded after a course-by-course evaluation of diploma school and/or college transcript. Registered nurses holding a college degree and nurses currently enrolled in a Caldwell University degree program may pursue the School Nurse/Certification, in addition to the B.S.N. program

### **Admission Procedures**

Adult students with previous college, business school or nursing school experience adhere to the regular transfer policies of the university. Students transferring fewer than 12 credits must participate in placement assessment for math, computer science and written skills.

APPLICANTS MUST FOLLOW THE PROCESS BELOW:

1. Submit a completed application form and non-refundable fee;
2. Submit official transcripts from high school (if less than 30 college credits have been earned), colleges or career schools attended;
3. Participate in placement assessment where applicable.

In the evaluation of official transcripts, no credit will be allowed for a course in which a grade lower than a C has been received. Those courses credited with a Pass grade are not accepted if the Pass is not equivalent to a grade of C or better. Credits will be given only for those courses appropriate to the curriculum chosen at Caldwell University. No student may transfer more than 90 credits.

### **Credit by Standardized Examination**

Caldwell University offers advanced placement and/or credits to students who qualify by earning scores of 3 or higher on the Advanced Placement (AP) tests administered by the College Board.

Caldwell University offers possible college credit for scores of 4 or higher on most higher-level International Baccalaureate (IB) examinations and on some standard-level IB examinations. The final decision always rests with the Department Chairs. Caldwell University accepts only IB scores sent directly from IB North America.

The university recognizes CLEP credit for both general and subject tests which evaluate achievement at the college level in areas of the liberal arts education. Caldwell University also accepts DSST, TECEP, ACT-PEP, NYU Foreign Language Proficiency Exam, and selected other standardized examination scores. Credit awarded toward the major field of study is dependent upon departmental approval. CLEP credits are not accepted for duplicated course work.

A maximum of 30 credits will be accepted through all combined options of testing. Credit by examination will only be awarded within the first 60 credits of matriculation. Students are reminded that the last 30 credits must be taken at Caldwell University. A minimum of 30 credits and one-half of the course work in the selected major must be completed at Caldwell University.

### **Academic Advisement**

Personalized academic advisement is available at the pre-admission stages as well as during each semester. Once they officially matriculate into the program, each adult undergraduate is then assigned an academic advisor from the Center for Advising, Records and Enrollment Services who will support them until graduation. Realizing that adults have greater diversity in age, lifestyle, career and family responsibilities, advisors aid adults in choosing an academic program suited to their personal, educational, and career goals.

For more information about advisement in the Adult Undergraduate Program, visit <http://www.caldwell.edu/student-success/advisement/adult-ug-std-stress-2>.

### **Academic Forgiveness**

Students who have been at Caldwell University in the past and may not have done well academically may consider reentry through the Academic Forgiveness Policy. This is only available to students entering into the Adult Undergraduate Degree Programs and may only be done during their first semester returning. Students who have been away from Caldwell University for at least six years are eligible to reenter using this policy. Whether or not Academic Forgiveness is granted is at the discretion of the Vice President of Academic Affairs. If granted, all previous academic work will not be used in the computation of the grade point average or in the determination of good standing for probation and dismissal purposes.

Only grades of C or better, taken within the students first 75 credits, will be used toward completion of the degree and the student's GPA will begin to calculate at the point of reentry with a NEW GPA (all Ds and Fs will not be used toward the degree). The student's final GPA will be based upon the last 45 credits taken at Caldwell University. A student must complete at least 60 credits from this point forward with the proper GPA to be awarded honors at graduation.

Academic Forgiveness will only be granted once in a student's academic career at the university.

### **Scholarship Assistance**

Full-time and part-time adult students may apply for federal, state, and institutional financial aid by filing the Free Application for Federal Student Aid (FAFSA). Students may be eligible for grants, scholarships, loans and work study opportunities. Students are encouraged to speak with a financial aid counselor about the options available.

### **Special Programs**

#### **LIFELONG LEARNING INSTITUTE**

The Lifelong Learning Institute (LLI) is an affiliate of the Elderhostel Institute network. LLI, a new concept in peer learning, is an educational program that provides a variety of class formats to persons age 50 and older who wish to participate in non-credit, college-level courses and seminars. Members participate in selecting, structuring and coordinating courses. Instructors may be experts in their fields or learners interested in acquiring knowledge about a particular topic, and so become engaged in the learning process along with the other class members. LLI members join to expand horizons, communicate experiences and grow!

#### **REDUCED RATES FOR SENIOR CITIZENS**

Persons 62 years of age or older may take undergraduate courses for credit at a reduced rate plus the cost of any fees associated with the course. Seniors may audit, for a \$75 fee, any two regularly scheduled undergraduate courses with the professor's permission and when space permits. Applications to audit a class are available at the Office of the Registrar. Requests will not be accepted prior to the start of class.

# Introduction

## Notice

The Undergraduate Catalog of Caldwell University is a document of record issued for a one-year period. It contains, to the extent possible, current information concerning the university calendar, admissions and degree requirements, fees, regulations and course offerings. The Catalog does not constitute a contract between the university and an accepted applicant.

Students are advised that the information contained in this Catalog is subject to change at the sole discretion of the university, which reserves the right to add, amend, or repeal any of its regulations, policies, and programs, in whole or in part, at any time. In any such case, the university will give appropriate notice as is reasonably practicable under the circumstances.

Students are expected to have knowledge of the information presented in this publication, the student handbook, and in other university publications, as well as officially posted notices. Failure to read the Undergraduate Catalog does not excuse students from the regulations contained within.

Caldwell University  
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Caldwell University is accredited by the  
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Philadelphia, Pennsylvania 19104  
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## A Message From The President

Today, students and their families are focused on their return on investment as they decide upon a college or university. What can you expect from earning a Caldwell University diploma? Let me address this question first with some national statistics about the value of a university degree and then tell you more specifically about the type of education that Caldwell offers our students.

Students who graduate with a bachelor's degree can expect to make between \$500,000 and \$1,000,000 more than their counterparts who have not graduated with a four-year degree. In addition to this substantial increase in earnings, college graduates are more likely to be employed, to be working full time and to be employed in an area that interests and engages them. Furthermore, college graduates are more civically engaged, being more likely to vote and also to engage in volunteer and service activities. Finally, those with a college degree tend to live healthier lifestyles. For all of these reasons, completing a college education is an important goal for you to set and to achieve in the next four years.

At Caldwell, you will have an opportunity to receive an excellent education in classes taught by full-time faculty members who are committed to our Catholic identity and Dominican heritage. Our emphasis on academic excellence is rooted in our liberal arts core curriculum. Students are taught by our committed faculty and assisted by our nurturing staff while they learn to think critically, pursue truth and contribute to a just society while taking courses in a variety of subject areas ranging from art to psychology.

Caldwell University has always been a community focused on students, and for that reason, the student-faculty ratio is kept low at 13:1 so that faculty members can engage students one-on-one during class and are accessible to students outside the classroom. Support services on campus, including a well-staffed Academic Success Center and our student-friendly library, exist to provide students with resources and assistance throughout their university careers.

The campus atmosphere is vibrant. With a record number of students living on campus, there are ample and varied evening and weekend activities to attract students when they are not in class. Caldwell is home to 15 Division II athletic teams and offers a strong recreational sports and fitness program for non-athletes. Students can participate in more than two dozen active clubs and organizations or start one of their own if they so choose. Many students decide to volunteer for campus ministry activities that allow students to bring food and clothing to the homeless in New York City, to tutor inner city youth, to build homes in Appalachia or travel to Central America to assist those who are less fortunate.

If you are interested in achieving a bachelor's degree while experiencing opportunities for personal growth and leadership development, then Caldwell University is the ideal campus for you. Whether you commute or choose to live in our residence halls, you will experience the Caldwell spirit of community and sense of pride the minute you step on our safe and beautiful campus. I look forward to personally welcoming you to Caldwell University, so stop by my office in Werner 312 and say hello!



Matthew Whelan, Ed.D.  
President

## Introduction

### Mission Statement

Founded in 1939 by the Sisters of Saint Dominic, Caldwell University promotes intellectual, spiritual, and aesthetic growth to a diverse population and welcomes all cultures and faith traditions. Inspired by St. Dominic de Guzman and our Catholic heritage, we transform students' lives by preparing them through the liberal arts and professional studies to think critically, pursue truth, and contribute to a just society.

### Origins

As one of the youngest of the many Dominican colleges and universities throughout the world, Caldwell University is intimately linked to the 800-year history and spirit of the Dominican Order, a worldwide community of preachers, scholars, and educators that traces its origins to the thirteenth century. This Order had its beginnings in an age not unlike the present day, a time of unrest and transition in the social, economic, moral and intellectual sphere. Dedicated to the pursuit of truth, the Order has found itself since its inception at the heart of higher education and its climate of study and prayer has produced such scholars as Thomas Aquinas, social reformers like Catherine of Siena, artists like Fra Angelico, and scientists like Albert the Great. This inherited integration of the arts, humanities and sciences with the deepest expression of the contemplative and creative spirit of men and women forms the basis of the educational philosophy of Caldwell University.

We celebrate our origins by Liturgy and through convocations, a campus-wide commitment to religious belief, and by witness to the university motto: "*Sapientia et Scientia*."

History and Accreditation Caldwell University was founded as Caldwell College, a Catholic liberal arts college, by the Sisters of Saint Dominic under the leadership of Mother M. Joseph Dunn, O.P., and with the approval of the Most Reverend Thomas Joseph Walsh, Archbishop of Newark, who became its first president. Nancy H. Blattner, Ph.D., OPA became Caldwell's eighth and current President in July of 2009.

Caldwell College was incorporated on August 10, 1939, as an institution of higher learning for women under the laws of the State of New Jersey and empowered to grant degrees.

In 1952, Caldwell College received full accreditation from the Commission on Higher Education of the Middle States Association of Colleges and Schools. Caldwell University has maintained this accreditation, which was last reaffirmed in June 2010. Caldwell College was granted the status of university in December, 2013 by the State of New Jersey and officially changed its name to Caldwell University on July 1, 2014.

In 1974, Caldwell became the first institution in New Jersey to award the Bachelor of Fine Arts degree. In 1979, Caldwell College became one of the few institutions in the state to offer a unique external degree program. In 1985, the Board of Trustees of the college voted to make Caldwell College fully co-educational, enabling men to receive the superior education and career preparation that women had been able to receive for fifty years. Caldwell University welcomed the first full-time male students in the fall of 1986.

In November 1992, Caldwell reached another plateau: the New Jersey Board of Higher Education granted approval for Caldwell to offer its first graduate program, the M.A. in Curriculum and Instruction. During the summer of 1993, the first graduate students began classes.

The university now offers thirteen graduate degree programs, doctoral degrees in Applied Behavior Analysis and Educational Leadership, along with a number of post-baccalaureate and post-masters' programs. The university has consistently shown growth in the area of Graduate Studies, including the following additions: in 2000, Caldwell was the first in New Jersey to offer a specialization in Art Therapy within the M.A. in Counseling and in 2008, the first Post-Graduate M.A. in Art Therapy; in 2001, Caldwell initiated a Post-Baccalaureate Teacher Certification Program in Special Education and a dual Certification Program in Early Childhood and Elementary Education; in 2003, Caldwell began offering an M.B.A. program in the Business Department and the Behavior Analyst Certification Board, Inc. ® approved a course sequence submitted by Caldwell as meeting the coursework requirement for taking the Board Certified Behavior Analyst™ examination. In fall 2005, Caldwell introduced an M.A. in Special Education and an M.A. in Applied Behavior Analysis. In the fall of 2009, Caldwell began offering its first doctoral program, a Ph.D. in Applied Behavior Analysis. In the fall of 2010, a B.S.N. degree program was introduced. In spring 2012, the B.S.N. degree program received accreditation through the Commission on Collegiate Nursing Education (CCNE). In fall 2014, Caldwell introduced its second and third doctoral programs, an Ed.D. and Ph.D. in Education.

Several of Caldwell's academic programs have received specialized academic accreditations: Caldwell University is accredited by the Accreditation Council for Business Schools and Programs (ACBSP) to offer the following programs: B.S. in Business Administration, B.S. in Accounting, B.S. in Financial Economics, B.S. in Marketing, M.B.A., M.B.A. with a Concentration in Accounting, and an M.B.A. with a Concentration in Nonprofit Management.

The Education Administration program at Caldwell University is awarded TEAC accreditation by the Inquiry Brief Commission of Council for the Accreditation of Education Preparation (CAEP) for a period of seven years, from October 2013 to October 2020. The accreditation does not include individual education courses that the EPP offers to P-12 educators for professional development, relicensure, or other purposes.

Three of Caldwell University's graduate programs in counseling (art therapy, mental health and school counseling) have received accreditation from the Council for Accreditation of Counseling and Related Education Programs (CACREP).

In summer 2014, the Master of Arts in Applied Behavior Analysis program received accreditation through the Association for Behavior Analysis International (ABAI).

# Core Curriculum

## Why Study the Core?

Since the university's founding, the Core Curriculum has served as the basis of the baccalaureate education. The Core has been regularly reviewed and modified to adapt to changing academic and social needs. The Core Curriculum has always affirmed Caldwell's commitment to a well-rounded liberal arts education as well as its commitment to its Catholic Dominican tradition.

The Core Curriculum is designed to meet the goals of a liberal arts education. It gives students a perspective and an informed acquaintance with the major branches of learning: the humanities; the physical and biological sciences and mathematics; and the social sciences. The Core is designed to develop critical thinking skills, to challenge students intellectually, to promote an appreciation for diverse cultures and to increase moral and civic awareness. The Core integrates Writing Across the Curriculum to strengthen students' writing ability in all disciplines.

The learning objectives of the Core include "global objectives" that cut across different disciplines. The three global objectives articulate the expectation that upon completion of the core, Caldwell University students will be able to:

- Communicate effectively in writing.
- Demonstrate the ability to use logical reasoning to support conclusions.
- Demonstrate competence in information literacy by selecting, utilizing and documenting appropriate sources.

The Core Curriculum now consists of a Foundational and Enriched Core. The purpose of the Foundational Core is to introduce students to the breadth of disciplines in the Liberal Arts tradition while developing the fundamental skills of writing, critical thinking, and information literacy.

The purpose of the Enriched Core is to reinforce central elements of the Catholic and Dominican identity of the university while giving students choice and flexibility to pursue topics of interest. Additionally, the Global Awareness and Cultural Understanding and Ethical Inquiry and Application clusters will include courses from a broad range of disciplines.

## The Foundational Core Overview

### The Foundational Core

#### **COMMUNICATION AND MEDIA STUDIES (3 credits)**

CO 230 Communication Skills **or** DR 202, DR 203, DR 204, DR 205

#### **COMPUTER SCIENCE (3 credits)**

#### **ENGLISH (6 credits)**

**Writing:** EN 111 College Writing **or** EN 320 Writing Power

**Literature:** One Literature course

#### **FINE ARTS (3 credits)**

Art History, approved Studio Art or Music course

#### **FRESHMAN SEMINAR (1 credit)**

#### **HISTORY (3 credits)**

HI 101 Roots of the West **or** HI 102 The Shaping of the West

#### **MATHEMATICS (3 credits)**

#### **MODERN LANGUAGES (3 credits)**

One Language course or Culture course

#### **NATURAL SCIENCES (3 credits)**

#### **PHILOSOPHY (3 credits)**

PH 102 Introduction to Philosophy

#### **SOCIAL SCIENCES (6 credits)**

#### **THEOLOGY (3 credits)**

TH 102 Introduction to Christian Theology

#### **2nd WRITING INTENSIVE (WI)**

### The Enriched Core (9 credits)

Students will be required to take one course from each of the clusters below:

- Catholic and Dominican Tradition
- Global Awareness and Cultural Understanding
- Ethical Inquiry and Applications

\*Changes in a student's major may affect their core requirements, be sure to read through the Core Catalog if considering changing a major.

## **The Enriched Core**

### **Requirements: (9 credits)**

Students at Caldwell University will complete one course (3 credits) in each of the three clusters below.

#### **Catholic and Dominican Tradition**

Courses in this cluster will create and deepen your connection to, and understanding of Roman Catholic and Dominican heritage.

#### **Global Awareness and Cultural Understanding**

Courses in this cluster will enhance your understanding of the contemporary world through a focused examination of issues of current global concern and/or the development of characteristics of other societies and cultures.

#### **Ethical Inquiry and Applications**

Courses in this cluster will critically examine the rational foundations of ethics and/or focus on the application of ethical parameters to specific issues, themes or areas of inquiry.

Courses for the Enriched Core will change each semester. Offerings are listed by semester on the Advising page of the portal under Enriched Core.

#### **NOTATIONS:**

Courses taken to fulfill the Foundational Core may NOT be used to fulfill the Enriched Core.

Courses taken to fulfill the Enriched Core may not be used to fulfill the major, unless through an approval of substitution. If approved, students may NOT double count between the Enriched Core and major electives and an alternative Enriched Core elective will need to be taken to complete the core requirements.

Courses taken for the Enriched Core may also be credited towards a minor. See pages 42 - 43 of the Academic Catalog for further rules on double counting within a minor.

If a culture course was taken to fulfill the Modern Languages core, students may continue in the same language at the appropriate level to fulfill the Global Awareness and Cultural Understanding requirement.

## **Honors Program**

Students who maintain a 3.3 GPA and who apply and are accepted into the Honors Program may use scholars seminars for their core requirements. Qualified incoming freshmen are also eligible for participation in the program.

The appropriate core substitution is usually determined by the department of the faculty member teaching the seminar. For example, if a professor from the English department is teaching an honors seminar and if a student needs a core literature course, the honors seminar fulfills part of the English core requirement. However, some courses have multiple core substitution possibilities. The substitutions will be noted on the advising module as "MS." If a student takes a seminar and has already met the core requirement that corresponds to it, the course is credited as an elective. New seminars will meet core requirements in a similar manner.

#### **NOTATIONS:**

The Honors Project (HP 405) does not fulfill a core requirement.

For more information or to apply to the Honors Program, contact the co-Directors, Dr. Tara Harney-Mahajan and Dr. Jon Sigurjonsson, or see "Honors Program" at [www.caldwell.edu](http://www.caldwell.edu).

Specific course substitutions for the core are on the web page and in the university catalog.

## **Exemptions to the Core**

Although the Core Curriculum is intended as an educational experience common to all Caldwell University students, there are circumstances that allow for exemptions from the core courses or for the substitution of other acceptable courses.

#### **Credit by Standardized Examination**

When students can demonstrate mastery of knowledge through standardized testing, they are exempt from the corresponding core course(s). Students who earn scores of 3 or higher on the Advanced Placement (AP) tests, acceptable scores on the College Level Examination Program (CLEP) administered by the College Board, TECEP tests administered by Thomas Edison State College, or ACT - PEP tests administered by the American College Testing Program in core courses, will be awarded these credits by examination. Students are advised to consult the university catalog for more information on credit by standardized examination or the Advisement Web site for Adult Undergraduates.

#### **Prior Learning Assessment (PLA)**

Credits earned through Prior Learning Assessment (PLA) may be applicable to liberal arts core courses. Students are advised to consult the university catalog and the Transfer Students page on the website for more information on PLA credit.

Transfer Students This Core Curriculum will be required of all students transferring into Caldwell University as of Summer 2011. In individual circumstances some transfer courses may substitute for required core courses. In order to constitute a valid replacement, these courses should include similar content to the required course.

Students transferring into Caldwell University as of Summer 2011 with an Associate of Arts (AA) degree from a NJ Institution are waived from the Core Curriculum, except for philosophy, theology, and the Catholic and the Dominican Tradition cluster of the Enriched Core.

## **Core Requirements**

The Core Curriculum requirements can be found in our programs section under - [Core Curriculum - Liberal Arts and Sciences](#).

# Appendices

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M.S. University of Iowa

M.B.A. Boston University

M.B.A. Rutgers University

Ph.D. Rutgers University

**TINA M. SIDENER**/Associate Professor of Applied Behavior Analysis

B.A. Biola University

M.A. Western Michigan University

Ph.D. Western Michigan University

**PATRICK SIME**/Associate Professor of Mathematics

B.A. Rutgers University

Ph.D. University of Maryland

**THEODORA SIROTA**/Associate Professor of Nursing

B.S.N. New York University

M.A. New York University

Ph.D. New York University

**STACEY M. SOLOMON**/Associate Professor of Psychology

B.S. Rider University

M.A. Kean University

Ph.D. University of Virginia

**MARNIE SPERLING**/Assistant Professor of Nursing

B.S.N. Valdosta State University

M.S.N. Monmouth University

D.M.D. University of Medicine and Dentistry of New Jersey

**MARJORIE SQUIRES**/Associate Professor of Natural & Physical Science

B.A. Gettysburg College

M.A. Boston College  
Ph.D. Boston College

**LAWRENCE SZYCHER/**Professor of Art

B.A. Jersey City State College  
M.F.A. University of Maryland

**ARNOLD TOFFLER/**Associate Professor of Computer Science

B.A. Lehigh University  
M.A. University of Pennsylvania  
M.P.A. University of Pennsylvania

**WILLIAM A. VELHAGEN, JR./**Associate Professor of Biology

B.S. University of the Philippines  
Ph.D. Duke University

**REBECCA VEGA/**Instructor of Music

B.M. California State University  
M.A. Eastern Michigan University

**PATRICIA VERRONE/**Professor of English

B.A. Seton Hall University  
M.A. Seton Hall University  
Ph.D. Seton Hall University

**JASON VLADESCU/**Assistant Professor of Applied Behavior Analysis

B.S. Syracuse University  
M.A. Central Michigan University  
Ph.D. Central Michigan University

**CRYSTAL WALDEN, R.N./**Instructor

B.S.N. William Paterson University  
M.S.N. Ramapo College of New Jersey

**SISTER CATHERINE WATERS, O.P./**Professor of Psychology

B.A. Caldwell University  
M.S. Fordham University  
Ph.D. Fordham University

**MARIE D. WILSON, ATR-BC/**Professor of Art Therapy

B.F.A. Virginia Commonwealth University  
M.A. Vermont College of Norwich University  
Ph.D. Capella University

**JIE XU/**Professor of Sociology

LL.B Central University of Finance and Economics, Beijing China  
M.A. Rutgers University – Newark  
M.A. Rutgers University – New Brunswick  
Ph.D. Rutgers University – Newark

**JOHN YURKO/**Professor of Communication and Media Studies

B.A. Seton Hall University  
M.A. New York University

**EDUARDO ZAPPI/**Professor of Biology

B.S. University of Wisconsin, Madison  
M.S. Rutgers State University  
Ph.D. Rutgers State University

**ASSOCIATE FACULTY – ACADEMIC SUCCESS CENTER**

**PATRICIA HAYDEN/**Associate Faculty

B.A. Georgian Court College  
M.A. Trenton State College

**PART-TIME FACULTY**

**BONNIE BERKOWITZ, A.T.R.-B.C./**Lecturer in Art Therapy

B.A. Trenton State  
M.A. Montclair State University

**LAURA LOUMEAU-MAY, A.T.R.-B.C./**Lecturer in Art Therapy

B.A. Queens College  
M.P.S. Pratt Institute

**ROBERT MIDDLETON**/Lecturer in Music

B.A. Rutgers University

M.M. Manhattan School of Music

**EDWARD OWEN**/Lecturer in History

B.A. Dickinson College

M.A. Seton Hall

**ANNETTE VACCARO**/Lecturer in Art Therapy

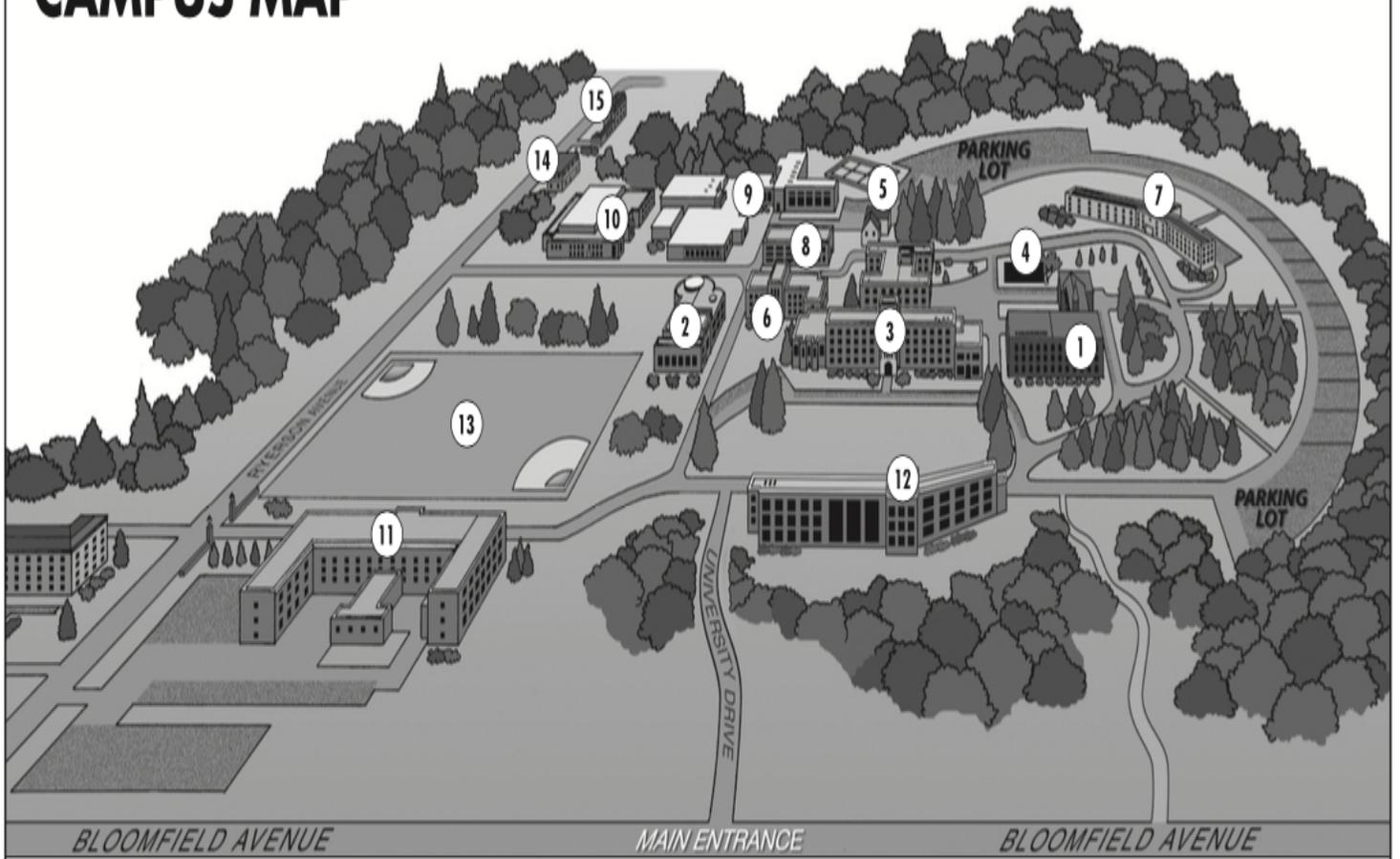
B.A. Seton Hill College

M.S. Eastern Virginia Medical School

M.S.W. New York University

**Campus Map and Directions**

# CAMPUS MAP



**Please use Bloomfield Avenue entrance.**

## Map Key:

- |                                     |  |   |
|-------------------------------------|--|---|
| ① Motherhouse                       | ⑥ Werner Hall                                | ⑪ Mother Joseph Residence Hall/<br>Center for Autism and<br>Applied Behavior Analysis |
| ② Jennings Library/Alumni Theatre   | ⑦ St. Catherine Convent/Health Care Facility | ⑫ Dominican Hall  |
| ③ Rosary Hall/Aquinas Hall          | ⑧ Albertus Magnus Hall/Raymond Hall          | ⑬ Athletic Field  |
| ④ Mount St. Dominic Athletic Center | ⑨ Student Center/Visceglia Hall              | ⑭ President's House   |
| ⑤ Siena House/Angelica Hall         | ⑩ Newman Center                              | ⑮ Hawthorne House   |

## DIRECTIONS

### From the New Jersey Turnpike (Exit 15W) or the Garden State Parkway (Exit 145):

Take Route I-280 West to Exit 5B (527 North Caldwell). At the end of Livingston Avenue, turn right onto Eagle Rock Avenue and take the first left onto Roseland Avenue. At the end of Roseland Avenue, turn right onto Bloomfield Avenue and turn right into the campus entrance.

### From Route I-80 Westbound (from New York):

Take Exit 52, following signs for the Caldwell's onto Passaic Avenue. Go 3.4 miles and turn left onto Bloomfield Avenue. Go approximately two miles and turn right into the campus entrance.

**From Route I-287:**

Take Exit 41 to Route I-80 Eastbound, and follow directions below.

**From Route I-80 Eastbound (from Pennsylvania):**

Take Exit 47B onto Route 46 East. After the second traffic light (Hook Mt./Chapin Road), stay right and follow the signs for "The Caldwells - Newark" onto Bloomfield Avenue. Take Bloomfield Avenue through West Caldwell (four traffic lights) and Caldwell (six traffic lights). The campus entrance will be on the right.

**Local:**

From the west, follow Bloomfield Avenue as described above. From the east, take Bloomfield Avenue to the first traffic light west of the Verona-Caldwell town-line and turn left into the campus entrance.

**By Bus:**

Caldwell University is served by Decamp Bus #33 and New Jersey Transit Bus #29.

**Academic Calendar****FALL SEMESTER — 2019****August**

26 Evening Classes Begin (4:15 PM) – On Campus & Online C 27 Day Classes Begin (8:00 AM)

31 Post-Bac Saturday Classes Begin

**September**

2 Labor Day (No Classes)

4 Last Day to Add/Drop On Campus, Online C, & Post-Bac Saturday Courses 5 First Day to Withdraw from a Course – On Campus or Online C

9 Incomplete Grades from Spring Due in Registrar's Office

27 Day of Service (No Classes)

**October**

14 Columbus Day Break (No Classes) 15 Columbus Day Break (No Classes)

16 Mid-Term Progress Report Due

**November**

1 Graduation Applications Due for May Degree Completion

1 Spring/Summer Registration Material Available on the Web

11 Athlete Registration Begins

15 Last Day to Withdraw from On Campus, Online C, & Post-Bac Saturday Classes 15 Incomplete Grades from Summer Due in Registrar's Office

18 Registration Week Registration Begins of UG's: 90+ Credits Earned; All Master, Ph.D., & Ed.D. Students

19 Registration Week Registration Begins of UG's: 60+ Credits Earned

20 Registration Week Registration Begins of UG's: 30+ Credits Earned

21 Registration Week Registration Begins of UG's: 29 or Less Credits Earned

27 Thanksgiving Recess (No Classes) 28 Thanksgiving Recess (No Classes) 29 Thanksgiving Recess (No Classes) 30 Thanksgiving Recess (No Classes)

**December**

2 Classes Resume

9 Last Day of Classes On Campus & Online C, & Post-Bac Saturday Classes

10 Final Exams Week

11 Final Exams Week

12 Final Exams Week

13 Final Exams Week

14 Final Exams Week

14 Final Examinations for Post-Bac Saturday Classes

16 Final Exams Week

22 Conferral of Degrees for December Graduates

**SPRING SEMESTER — 2020****January**

2 Winter Session Begins

6 Last Day to Add/Drop for Winter Session

10 Last Day to Withdraw from Winter Session

18 Winter Session Ends

20 Martin Luther King (No Classes)

21 Day, Evening, & Online Classes Begin (8:00 AM) – On Campus & Online C

25 Post-bac Saturday Classes Begin and Follow the on Campus Schedule

28 Last Day to Add/Drop On Campus & Online Session C & Post-bac Saturday Classes

31 Graduation Applications Due for Summer Degree Completion

### **February**

17 President's Break – No Classes

18 President's Break – No Classes

19 Classes Resume (8:00 AM)

### **March**

9 Spring Break (No Classes)

10 Spring Break (No Classes)

11 Spring Break (No Classes)

12 Spring Break (No Classes)

13 Spring Break (No Classes)

14 Spring Break (No Classes)

15 Spring Break (No Classes)

16 Classes Resume (8:00 AM)

18 Mid-Term Grades Due

18 Founder's Day – No Classes 11:00 AM – 2:00 PM

19 Fall/Winter Registration Materials Available on the Web

23 Athlete Registration Begins

30 Fall/Winter Registration Week Begins, Registration Begins for UG's: 90+ Credits Earned, All Master, Ph.D., Ed.D., & Adult

Undergraduate Students 31 Registration Begins for UG's: 60+ Credits Earned

### **April**

1 Registration Begins for UG's: 30 + Credits Earned

2 Registration Begins for UG's: 29 Credits Earned or Less

6 Incomplete Grades from Fall 2018 Due!

6 Last Day to Withdraw from a Course: On Campus, Online C, & Post-Bac Saturday Classes

9 Easter Break Begins – No Classes

10 Easter Break Begins – No Classes

11 Easter Break Begins – No Classes

13 Classes Resume at 8:00 AM

21 Salute to Grads!! (12:00 PM – 7:00 PM) Graduating Students Must Attend to Obtain Final Graduation Clearance for Commencement!

27 Incomplete Grades from Winter Due in Registrar's Office

29 CRACAD (12:00 – 4:00 p.m.) Honors Convocation – No Evening Classes (Beginning 4:15 PM)

### **May**

1 Graduation Applications Due for December 2019 Degree Completion

4 (PB) Last Day of Class for PB Saturday Classes 4 Last Day of Classes

5 Reading Day (No Classes)

6 Final Examinations Week

7 Final Examinations Week 8 Final Examinations Week 9 Final Examinations Week

10 Final Examinations Week

11 Final Examinations Week

12 Final Examinations Week

17 10:00 AM: Commencement: Graduate Ceremony 1:00 PM: Commencement: Undergraduate Ceremony

18 (Summer C) On Campus Classes Begin

26 (Summer C) Last Day to Add/Drop for On Campus

### **July**

8 (Summer C) Last Day to Withdraw from an On Campus C Course

23 (Summer C) Final Examinations for On Campus C

24 (Summer C) Final Examinations for On Campus C

25 (Summer C) Final Examinations for On Campus C

# Academic Policies

## Academic Credit

Matriculated students may earn academic credit toward a degree program offered by Caldwell University. Academic credit may be earned by satisfactory completion of an approved course or special program in the Caldwell University curriculum with a passing grade as evaluated by the instructor.

Students may also earn academic credit through credit by examination (see page 10 for more information) within the first 60 credits of matriculation and with the approval of the academic department.

A matriculated student may receive academic credit for courses completed at another institution that are equivalent in content and credit to courses in the Caldwell University curriculum as evaluated by the appropriate academic department. Transfer credit awarded may not exceed the maximum credits offered for an equivalent course in the Caldwell University curriculum.

## Academic Integrity Policy

Academic Integrity, or honesty, in dealing with ideas, facts, data, interpretations, conclusions and expression of these, is essential to the very nature of any academic community. The nature and mission of Caldwell University demand a high respect for moral values, including intellectual honesty and justice. Every student who attends Caldwell University agrees to abide by this Academic Integrity Policy as long as he or she remains enrolled. Students who witness violations are strongly encouraged to report the academic dishonesty to the appropriate academic authority (instructor, chair or Vice President for Academic Affairs.)

The following is an explanation of violations, penalties and procedures regarding academic dishonesty:

### VIOLATIONS OF ACADEMIC INTEGRITY

Academic dishonesty includes but is not necessarily limited to the following:

#### Cheating

1. Unauthorized use of materials during tests and examinations.
2. Unauthorized possession of test or examination material prior to the administration of same.
3. Altering assigned grades.
4. Submitting, as one's own work, assignments (for example, papers, data, computer assignments, or artistic works) obtained in whole or in part from another, unless specifically authorized to do so by the instructor.

#### Fabricating

Inventing data or other information to reach a desired conclusion.

#### Plagiarism

The unacknowledged, undocumented presentation of words or ideas which are the intellectual property of another as one's own.

1. Direct quotation, that is, even a few of the exact words of a source, must be indicated by the use of quotation marks or indentation of the text and be properly documented.
2. Passages which parallel the thought or expression of the source, even without using the same words, must be properly documented.

#### Multiple Submission

Assignments, substantially the same as those submitted for credit in another course, may not be resubmitted in a second course without the explicit authorization of that instructor.

#### Interference

Behavior deliberately calculated to prevent or impede another student from fulfilling his or her academic responsibilities.

#### Complicity

Assisting another student in violating Academic Integrity by any of the actions described in this document.

#### Charges and Appealing Charges

If a faculty member determines that a violation of academic integrity has occurred, he/she must confront the student and report the incident to the faculty member's department chair and to the Vice President for Academic Affairs. The student charged with academic dishonesty may appeal the charge to the chair of the department in which the incident occurred, or the Vice President for Academic Affairs if the faculty member is also the department chair. The department chair or the Vice President for Academic Affairs if the faculty member is also the department chair, will investigate the facts and affirm or dismiss the charge. Subsequently, the student may register a formal appeal with the Vice President for Academic Affairs via the Student Appeal form on the Caldwell portal, who will convene the Academic Appeals Board. The Board consists of a designated Chair, the chair of the department of the faculty member involved in the appeal, one member of the Academic Foundations Committee, the Vice President for Student Life, and either an SGA officer or faculty member or administrator of the student's choice. If the Board determines that an appeal is warranted, it will invite testimony from both the student and faculty member involved in the incident and, at its discretion, may solicit other pertinent information. The Vice President for Academic Affairs and the Board are responsible for ensuring that the appeals process is correctly followed and that all evidence has been thoroughly examined. The Board's decision is final.

#### Penalties and Appealing Penalties

Offenses against the Academic Integrity Policy are cumulative within the university. A record of each violation will be kept in the student's

file. Prior offenses will be taken into account in the assignment of penalties for violations of the policy. Faculty have the right to include offenses and penalties in the course syllabus that may go beyond the stated standard.

Following are the penalties to be imposed on students for violation of the Academic Integrity Policy.

**FIRST OFFENSE** (no record of prior offense within the university)

- The student will be assigned a grade of F/no credit for the assignment or examination.
- **For offenses such as interference, when the student may not be enrolled in the course, the offense will be recorded in the student's file.**

**MULTIPLE OFFENSES** (prior offense has been reported and is part of the student's record/or multiple offenses are reported simultaneously)

- The student will be given an F grade in the course indicating failure due to a violation of the university's academic integrity policy.

**MORE SEVERE PENALTIES**

- The university reserves the right to impose more severe penalties, including suspension for a designated period of time or expulsion from the university, for multiple offenses and/or other factors that may compound the offense.
- For offenses where the student is not enrolled in the course, the university reserves the right to impose other penalties including, but not limited to, suspension for a designated period of time or expulsion from the university.

A student will not be allowed to withdraw from a course in which there is a charge of violating the university's policy on Academic Integrity.

The Vice President for Academic Affairs is responsible for maintaining the necessary records and ensuring that the penalties for multiple offenses are appropriately administered. In such cases where the more severe penalties of suspension or expulsion are imposed, the student may appeal to the Academic Foundations Committee. The Committee will then make a final decision on the penalty. If a student is expelled at any point during a semester/ session, due to a violation(s) of the university's Academic Integrity Policy, the student will receive an F grade(s) in the course(s) where the violation(s) occurred and will receive a grade of W in all other courses taken in that semester/session.

## Academic Progress

Full-time students (defined as students taking 12 or more credits per semester) are required to demonstrate progress toward a degree according to the following conditions:

1. The attainment of a degree within a maximum of six academic years, fulfilling degree requirements as described in the university catalog for the year in which the student entered the university. The university cannot assure students that requirements and courses will be applicable for more than six years. Students in teacher education programs or other programs subject to professional licensing may be required to take additional courses in order to secure certification. (See also section on Interruptions of Registration, page 58.)
2. The successful completion of at least one-sixth of the credits required for graduation at the end of the first academic year, including summer school, and an additional one-sixth increment at the end of each successive academic year.
3. The maintenance of a minimum GPA of 1.8 during any one semester, a minimum cumulative average of 2.0 after two semesters, and a minimum of 2.0 in major courses during the junior and senior years.
4. Students who have not accumulated the minimum credits and/or the minimum cumulative average at the end of each academic year will be evaluated by the Vice President for Academic Affairs to determine if the student has the potential to complete the degree requirements within the maximum years allowed. A positive determination will indicate satisfactory progress

The progress of part-time students (defined as students taking fewer than 12 credits in a semester) will be periodically reviewed by the Center for Advising, Records and Enrollment Services. Ordinarily, a student should be able to attain a degree within a maximum of ten academic years. After ten years, a re-evaluation of the student's record will be necessary. Students who take more than ten years to complete a degree run the risk of having to repeat or add courses in the major field in order to keep their education current.

A student who has been academically dismissed and then reinstated must show evidence of improved academic progress since dismissal in order to receive financial aid.

Students will not be funded with any financial aid past completion of 150% of their educational degree requirement (i.e., 120 credits to graduate cannot exceed 180 credits).

## Academic Recovery

### Academic Standing Summary:

- **Good Academic Standing:** Cumulative and major GPA is 2.0 or above.
- **Academic Warning:** Any student whose term GPA is below a 2.0.
- **Academic Probation:** Any student whose cumulative GPA falls below a 2.0
  - **Re-admit Probation:** Returning students who have a cumulative GPA below 2.0
  - **Continued Probation:** Second semester probation students whose GPA remains below 2.0 but have shown improvement by raising their cumulative GPA or achieve a term GPA of 2.0 or above.

- **Academic Suspension:** Any student who has failed to improve cumulative GPA or who has not achieve a term GPA of 2.0 or above after one semester on Academic Probation.
- **Academic Dismissal:** Any student who has failed to improve cumulative GPA after returning from Academic suspension and has put little to no effort in achieving academic goals will face academic dismissal from the University

#### **Academic Warning:**

Students on academic warning are in danger of meeting academic requirements because their term GPA is below a 2.0. These students may need additional support and will meet with a recovery advisor during the semester to ensure that they are utilizing academic resources as needed. Advisor will monitor students' progress throughout the semester. Students on academic warning will be suggested, by recovery advisor, to participate in academic activities to improve their grades. This includes, but is not limited to, tutoring, writing assistance, workshops, career development, and counseling. Any student who demonstrates academic progress by obtaining a term GPA of 2.0 or above will no longer be on academic warning.

#### **Academic Probation:**

Students on academic probation have a cumulative GPA below a 2.0. Traditional students on academic probation are required to meet with their recovery advisor at the beginning of semester for an initial meeting where they will review academic policies and develop a strategic academic plan for success. Specialized cohorts such as: adult students will meet with the Academic Recovery advisor for an individualized plan. In the Academic Recovery program, students will meet with advisor consistently throughout the semester to ensure that student is not having academic difficulty. Students will also meet with their advisor before finals to ensure the proper final exam preparation. While on academic probation, students may not take more than a 12-13 credit course load. Adult undergraduate students may not register for more than 6 credits (or two courses) while on academic probation. Students are required to participate in activities suggested by their recovery advisor, including: tutoring and career development. Students on probation are ineligible to participate in athletic sports and may be prohibited to engage in campus activities and organizations. Student athletes can submit an appeal in order to play sports the semester on academic probation; however, they will still be required to meet the guidelines of the Academic Recovery program.

Once a student's overall GPA is at or above a 2.0, the student will be in good academic standing and thus, will no longer be on academic probation.

#### **Continued Probation:**

If a student's GPA does not reach good standing status by the end of the first probationary term, they must demonstrate academic improvement by achieving a term GPA of 2.0 or above or raise cumulative GPA in order to be on continued probation. Students on continued probation will follow the same structure and guidelines until they are in good academic standing (cumulative GPA of 2.0). Students who do not show academic improvement after one semester on continued probation will face academic suspension.

#### **Re-admitted Probation:**

Students who were suspended from the university and have been re-admitted to complete their degree, are to follow the same probation requirements. Students in this group will receive specific attention when working with their recovery advisor. They will meet consistently with their recovery advisor throughout the semester and develop a strategic academic success plan to improve their GPA.

#### **Academic Suspension:**

Students who do not show improvement to their cumulative GPA or do not obtain a term GPA of 2.0 or above while on academic probation will face suspension. Students who are suspended will be required to take 1-2 semesters of administrative leave from the university. Academic suspension time will be based on a case by case basis and many factors, such as attendance and effort in the Academic Recovery program, will be taken into consideration when making the decision of academic suspension.

Students have the right to appeal their suspension and will be required to fill out the appeal form addressed to the Vice-President of Academic Affairs (VPAA). Upon their return, students will have a re-admitted probation status and work closely with the recovery advisor to develop an academic action plan for success. Any student who has an appeal approved will remain on continued probation and work towards improving their cumulative GPA. If a student's cumulative GPA decreases instead of improving and the student does not obtain a term GPA of 2.0 or above; they will face suspension or dismissal.

#### **Academic Dismissal:**

Students who return from academic suspension and are given the opportunity to raise GPA but have failed to do so will face academic dismissal. Academic Dismissal is the final status at Caldwell University in which students are not allowed to return to finish their degree within 2-5 years. After 2-5 years, the student can re-apply to the university and be re-admitted on probationary status and work closely with the recovery advisor to develop an action plan for success.

#### **Academic Standing**

The scholastic standing of a student is determined by the quality of work in class and semester examinations. It is expressed in terms of the scholastic index also known as the Grade Point Average (GPA). The scholastic index is computed by dividing the total number of quality points earned by the total number of semester hours attempted. For example, a student who has earned 30 quality points for 15 semester hours has a scholastic index of 2.0. Only course work taken at Caldwell University or in an approved affiliation program is included in the computation of the GPA.

Quality points are the numerical values assigned to the various grades as shown in the following table. For example, the grade "A" translates into 4 quality points per semester hour.

The cumulative index will determine the academic standing of a student at every point. A student is in good academic standing if the cumulative index is 1.8 at the end of the first semester and 2.0 at the end of every semester thereafter.

GRADE	QUALITY POINTS	INTERPRETATION
A	4.0	Highest level of achievement
A-	3.75	Exemplary achievement
B+	3.5	Consistently superior achievement
B	3.0	Very good
B-	2.75	Good
C+	2.5	Above average
C	2.0	Satisfactory work. Minimum grade for major field.
D+	1.5	Unsatisfactory
D	1.0	Poor performance. Minimum passing grade.
F	0.0	Failure
IN	0.0	A temporary grade given at the discretion of the instructor, provided the student has satisfactorily completed a minimum of 80% of the course work. Grades of Incomplete that are not resolved by the conclusion of the following semester will automatically be changed to an F. Students are eligible for ONE semester extension with approval from the instructor and the Department Chair. Incompletes may not exceed a total of 2 semesters. Incompletes must be filed with the Office of the Registrar one week before the beginning of examination week.
W		Authorized Withdrawal
AU		Audit. Based on permission of professor and availability of seating.
NG		No Grade. Issued when an instructor has not provided a grade in a course
P/F		Pass/Fail. Students may elect to take a course for pass/fail under the following conditions:

- a. They must have junior or senior class standing;
- b. Courses taken for pass/fail cannot be courses counted in the major nor courses used to fulfill the core requirements;
- c. A maximum of two courses can be taken pass/fail and cannot be taken at the same time; d. Students must declare officially with the Registrar's Office before the end of the add/drop period, their intent to take a course pass/fail.

### Appeal of Final Grade

In exceptional circumstances, if a student believes that a grade is unjustified, the following appeal process can be followed. An attempt must be made to resolve the matter in a face-to-face meeting with the faculty member. If the student believes that the situation has not been resolved, the student may meet with the Department Chair (or the Vice President for Academic Affairs if the faculty member is also the Department Chair.) If the student continues to believe that the resolution is not satisfactory, he/she may appeal in writing to the Vice President for Academic Affairs using the designated Student Appeal form on the Caldwell Portal. The appeal will then be heard by the Academic Foundations Committee which may request oral testimony from the parties involved. The final decision will then be made by the faculty members of the Academic Foundations Committee. If the faculty member is not available to participate in the appeal process, the department chair shall act as surrogate for the faculty member in the appeal process. At all times, the burden of proof is on the student to demonstrate that the final grade does not accurately reflect the student's performance in the course.

**When supported by sufficient evidence, any of the following reasons may constitute cause for challenging a final grade:**

1. The grade was the result of an error on the part of the instructor in calculating, recording, or reporting a final grade.
2. The grade was awarded in an arbitrary or capricious manner.
3. The grade was the result of unfair discrimination. The student must provide evidence that the instructor did not apply a consistent grading standard to all students in the course.

**None of the following shall be considered cause for appealing a final grade:**

1. Disagreement with the course requirements established by the professor.
2. Disagreement with the grading standards established by the professor.

3. Disagreement with the instructor's judgment when applying grading standards, assuming that the instructor has made a reasonable effort to be fair and consistent in exercising that judgment.
4. The desire or need of the student to attain a particular grade.
5. Consequences that a student might face as the result of a grade award.

**An appeal of a final grade must be made within four months of the posting of the initial grade.**

*\*Adapted from Shepherd University*

## Attendance

The faculty have immediate jurisdiction over all student attendance regulation, and therefore the individual policies identified by the specific faculty member for the course will be the standard for student attendance in that course. In the absence of such rules, the policy below will apply.

Regular and punctual attendance is an essential part of the educational program. Students are expected to be earnest about their scholastic work and to be absent only for serious reasons. Each instructor determines the course attendance policy and students should receive a policy statement at the beginning of the course in the syllabus. Students are expected to attend each class session in accordance with each instructor's or department's attendance policy. The responsibility for any work missed because of an absence rests entirely with the student.

Students requesting an excused absence must provide documentation to the instructor at least two weeks prior to the scheduled excused absence or as soon as possible when not known in advance.

Students may be required to account for irregularity in attendance, either by oral or written explanation to their instructor. Students absent from classes more than two consecutive classes for illness should provide medical documentation to the Health Services office.

Students who expect to be absent from class for five days overall should notify their professor and the Student Life Office promptly.

Any student who has been excessively absent (4 or more course meetings) from a course may be required to withdraw from that course without credit. Unless otherwise noted in the course syllabus, students who have missed 40 percent of the coursework without documentation and have not withdrawn will receive an F for the course.

Students who fail to attend class by the first meeting after the add/drop period should officially withdraw from the course through the Registrar's office to avoid receiving an F.

Students must be registered and in class prior to the start of the second week of classes. **If a student has not been in attendance by the first class of the second week**, the student will need faculty, department chair, and the Vice President of Academic Affairs's approval to enter the class. Instructors retain the right to deny admission to a course to any student who wishes to enroll after the add/drop period has ended.

## Change of Grade

A final grade may be changed for reasons of error in computation or in transcribing or in exceptional circumstances with written approval of the Vice President for Academic Affairs. Any such changes must be made within six months of the posting of the initial grade.

## Class Standing

To be classified as a sophomore, a student must have earned at least 30 credit hours; as a junior, the student must have earned at least 60 credit hours; as a senior, at least 90 credit hours.

## Commencement

Caldwell University has three conferral periods, culminating on one Commencement Ceremony in May. Graduates from the preceding December, May, and Summer may be eligible to participate in Commencement. In order to be eligible, students must have completed all degree requirements by the conferral dates established for each term. \*Summer graduates must, at the time of commencement, be enrolled and anticipated to complete all degree requirements prior to the conferral of degrees for that period. See the Academic Calendar for each Conferral period for the corresponding Commencement Ceremony.

All candidates for degrees are urged to participate fully in Honors Convocation, Baccalaureate Mass and Commencement.

## Course Changes

Courses may be dropped or added with the consent of the academic advisor. Drop/Add Forms may be secured in the Center for Advising, Records, and Enrollment Services. No student will be permitted to add a course or transfer from one section to another after the first week of the semester. Failure to attend class does not constitute an official withdrawal. Failure to withdraw officially by the deadline date will result in the grade of "F" for the course.

## Course Load

A normal course load for a traditional student is five or six three-credit hour courses in any one semester. Online students may enroll in a maximum of 12 credits per semester or a maximum of 6 credits in each accelerated online session.

In most majors, the required four-year program totals 120 credit hours. Some science courses and additional prescribed courses necessary for completion of degree requirements in some concentrations may result in a four-year accumulation in excess of the usual 120 credit hours.

## Course Overload

Students who have a sufficient GPA (3.0) and wish to take more than 18 credits must have the written permission of the Department Chair and their advisor. Online students in good academic standing who wish to take more than 12 credits must have written permission from their advisor.

## Courses at Other Institutions

Students who have declared a major and have completed a minimum of 15 degree credits at Caldwell University with a minimum cumulative GPA of 2.5 or 2.75 for Nursing and Education majors, may request permission to take a course at another approved institution. No more than 2 courses or 6 credits whichever is greater may be completed during summer session in one calendar year. For all majors, one half of the coursework in the selected major and at least the last 30 credits must be completed at Caldwell University.

Students must obtain the appropriate signatures on the permission form to take a course at another institution available at the Registrar's office. The student must have an official transcript sent to the Registrar of Caldwell University after completion of the course.

No grade below C will be accepted for transfer credit. Grades for courses taken at other institutions are not included in the student's cumulative index.

No more than six (6) credits or two (2) courses, which ever is greater, may be completed at another institution during a summer session.

## Delayed Opening/Emergency Closing

If a class is canceled for illness or personal emergency of the professor, every effort will be made to notify students by phone. The university's Emergency Closing telephone number is 973-618-3100. In the event of inclement weather, students and faculty should call this number or go to the university Web site for information regarding classes. Students should keep in mind that late afternoon and evening classes are not necessarily canceled if day classes are.

Should the weather improve, these classes may be held. Therefore, this number or Web site should be checked any time after 6:30 a.m. for information regarding day classes and again after 3:00 p.m. for a final decision on evening class cancellations.

## Grade Reports

At the close of each semester, grade reports will be available online. Report cards will only be generated if requested.

Mid-semester grades for students with freshman status will be available on the web. Upperclass students whose mid-semester grades are below C will be sent a warning letter.

## Independent Study

Independent study courses consist of student-designed, faculty-approved, in-depth programs of study outside of the university's regular course offerings. Such courses may be pursued only by upper division students with a cumulative index of 3.0 or higher, for a letter grade, after a proposal has been approved by the faculty advisor and the chair of the department of the respective discipline.

## Interruptions of Registration

Traditional students are normally expected to register for courses every semester until completion of degree requirements. Students wishing to interrupt their registration, for any reason, should apply to the Center for Advising, Records and Enrollment Services for a leave of absence. The Center for Advising, Records and Enrollment Services will advise them concerning: re-registration at the university after the leave of absence; transfer of any credits earned at other institutions during the leave of absence; and completion of degree requirements within the six-year period stipulated under Academic Progress above. Any student who has received financial aid at Caldwell University should contact the Office of Financial Aid to determine the impact of this leave of absence.

Students who interrupt their registration without having an approved leave of absence must apply to the Center for Advising, Records and Enrollment Services in order to re-register at the university. A student whose registration at the university has been interrupted for a period of five years or longer will, upon re-entry, be obligated by the current catalog requirements. The student's transcript will also need to be re-evaluated by the department chair in order to determine the viability of credits earned toward the major.

Students who take more than 10 years to graduate also need to have courses in their major re-evaluated.

## Notification of Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who attends a postsecondary institution regardless of age.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Caldwell University receives a request for access. A student should submit to the registrar a written request that identifies the record(s) the student wishes to inspect. The registrar 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 registrar, the registrar shall coordinate access to inspect those records.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask Caldwell University to amend a record should write the registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed. If Caldwell University decides not to amend the record as requested, Caldwell 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 Caldwell University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. See "Additional Disclosure Information" below.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Caldwell 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**

Caldwell University may disclose directory information without the written consent of the student. Directory information includes the following: name, address, telephone number, email address, dates of attendance, enrollment status, class, previous institutions attended, major and minor field of study, awards, honors (including Dean's list), degrees conferred including date, past and present participation in officially recognized activities, student's photograph, height and weight (for athletes only), and date and place of birth.

Students may request to withhold disclosure of directory information. To ensure that a request is properly processed, it must be submitted on the official 'Request to Prevent Disclosure of Directory Information Form', which is available in the Office of the Registrar. The request will remain in effect until the student submits signed authorization to allow disclosure of directory information. Caldwell University assumes that failure on the part of any student to specifically request on the official form the withholding of release of directory information indicates individual approval of disclosure

#### **Additional Disclosure Information**

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student –

- To other school officials within Caldwell University whom Caldwell University has determined to have legitimate educational interests. A school official is a person employed by Caldwell University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. 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 Caldwell University. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or for which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of

the finding. (§99.31(a)(13))

- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

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

### **Directory Information**

Directory information, which under the provisions of the Act noted above, may be released at the university's discretion unless a specific request for exclusion from disclosure is made, includes: a student's name, local and home addresses and telephone listings, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, honors and awards received, and the most recent previous educational institution or agency attended by the student.

## **Recognition of Student Achievement**

### **GRADUATION HONORS**

To be eligible for degrees with distinction, students must be in attendance at the university for a minimum of two years and must have attempted no fewer than 60 credits at Caldwell University exclusive of CLEP, TECEP, ACT-PEP and the New York Foreign Language Proficiency exam credits, that is, those credits not formally taken at the university for grades. Prior Learning Assessment taken at Caldwell University is considered Caldwell University credits and is included in the 60 credits necessary for honors. Honors are determined on the basis of the student's cumulative GPA at Caldwell University and are as follows:

3.9	Summa cum laude
3.75	Magna cum laude
3.5	Cum laude

### **DEPARTMENTAL HONORS**

Numerous departmental honors as well as other awards are presented at Honors Convocation, a formal event held in May.

### **DEAN'S LIST**

The Dean's List is posted at the end of the semester. The list is made up of those full-time students whose index is 3.5 or higher on the official transcript for the term just completed. There can be no grades of "F" or "Incomplete".

A separate Dean's List is published for part-time students. To be eligible, the part-time student must be matriculated, have accumulated 12 credit hours during an academic year (fall, winter, spring, summer) and have a 3.5 average or higher. Eligibility will be considered only once a year at the end of the summer session. There can be no grades of "F" or "Incomplete."

### **Registration**

Students are expected to register for all courses online through the university portal at <https://mycaldwell.caldwell.edu> at the time indicated on the university calendar. Each student at Caldwell University receives an ID number and password for login to the portal. Students needing assistance should contact the Office of the Registrar. A schedule of courses and specific registration procedures are available prior to each registration period. Students who have not met their financial obligations to the university will be unable to enroll into courses until the hold has been resolved. See "Course Changes" for policies regarding adding, dropping, and withdrawing from classes.

### **Reinstatement Procedure**

A student dismissed from the university for academic reasons may submit a petition for reinstatement to the Vice President for Academic Affairs after the lapse of two semesters. A student applying for reinstatement is cautioned that reinstatement is never automatic: the

student's overall record (academic and disciplinary) is reviewed, as is performance in courses taken elsewhere during his/her suspension from the university. A student who is reinstated to the university must make an appointment with the Center for Advising, Records and Enrollment Services to complete the registration procedures. Once reinstated, if the student again fails to meet the minimum cumulative quality point index required, he/she will be subject to dismissal at the end of the semester. A student who has been dismissed a second time may not apply for reinstatement.

### **Repeating a Course**

A student may repeat a course once without appeal. If after 3 attempts without passing, a student must obtain written permission from their Department Chair or Associate Dean to repeat the course. When a course is repeated, the higher grade will be used in determining the cumulative Grade Point Average. Both grades, however, are shown/recorded on the transcript.

### **Transcripts**

Official Transcripts may be ordered online at [www.getmytranscript.com](http://www.getmytranscript.com). Select Caldwell University and follow the instructions provided. The cost of a transcript is \$7.25 for regular processing (3 business days) and \$12.25 for rush processing (1 business day). Both services require a processing fee for each recipient being issued a transcript. Students may view and print unofficial transcripts through the MyCaldwell Portal at <https://mycaldwell.caldwell.edu>. Transcripts issuance may be delayed and/or suspended during periods of registration and grade distribution. All financial obligations must be met before transcript(s) will be issued.

### **Tutorials**

When a course which a student needs to complete degree requirements is genuinely unavailable, (i.e., a legitimate academic or personal problem has prevented the student from taking a regularly scheduled course) permission may be granted to take it as a tutorial. Applications, which may be obtained from the Center for Advising, Records and Enrollment Services, require the approval of the instructor, the department chair and the academic advisor, and the Vice President for Academic Affairs

### **Withdrawal from the University**

Traditional students who withdraw from the university are required to meet with the Director of Advising an exit interview and follow established procedures for remaining in good academic standing. If a student withdraws from the university during a semester, the student must also withdraw from all courses. Failure to follow this procedure will result in a grade of F in every course for which the student was registered.

## ACADEMIC PROGRAMS

It is important that students find the right college major to achieve their career and educational goals. Use this chart to determine which major fits each area of interest

**CHECK COURSE DESCRIPTIONS FOR A COMPLETE LIST OF PREREQUISITES OR COREQUISITES. STUDENTS SHOULD MEET WITH AN ACADEMIC ADVISOR TO PLAN THE BEST SEQUENCE IN WHICH TO TAKE COURSES.**

### Departments

Across Departments

Art

Business and Computer Science

Communication and Media Studies

Education

English

History and Political Science

Mathematics

Minors

Modern Languages

Music

Natural and Physical Science

Nursing

Psychology and Counseling

Public Health Education

Sociology and Criminal Justice

Theology and Philosophy

## Core Curriculum - Liberal Arts and Sciences - CORE - (Core Requirements)

**Program Code:** CORE

Core Requirements

### Communication & Media Studies

#### Communication & Media Studies

One hallmark of the well-educated person is the ability to speak clearly, coherently and cogently. Speech skills are crucial in daily life in both personal and professional situations. In a world where we communicate through a wide and growing variety of media, CO 230 Communication Skills will help students plan before they present, think before they speak, and recognize what their audience's body language and demeanor might be telling them. This course will help students understand the importance of media literacy while incorporating an ethical approach toward presentation skills. Students will learn how to persuade and present in person as well as online. The curriculum focuses on listening techniques, audience characteristics, research preparation skills, quality message composition, compelling content, and effective delivery.

Choose One (1) of the following courses:

**Choose One (1) of the following courses:**

CO 230	<b>Communication Skills (Foundational Core and Minor Only)</b>	<b>3</b>
DR 202	<b>Great Drama in Performance</b>	<b>3</b>
DR 203	<b>Modern and Contemporary Drama in Performance</b>	<b>3</b>
DR 205	<b>Solo Performance: From Script to Stage</b>	<b>3</b>
DR 204	<b>Shakespeare in Performance</b>	<b>3</b>

#### NOTATIONS:

Students majoring in music and education are not required to take CO 230 Communication Skills.

Students **in their senior year** who did not meet the requirements to fulfill their Elementary Education major, but did satisfy the requirements to student teach and earn a P-3 certification are not required to complete CO 230.

### Computer Science

#### Computer Science

In the 21st century, being broadly educated mandates that all students be acquainted with basic concepts of computer technology and that they be aware of the social and ethical issues raised by this technology.

CS 115 introduces the concepts of technology through an understanding of computer hardware, computer software, and terminology. It considers the impact of technology on society and its diverse applications and includes hands-on experience in Microsoft Office applications, including word-processing, spreadsheets, presentations, and email management. Students complete a series of laboratory assignments that illustrate skills in using the above software applications. Digital responsibility and information literacy are addressed.

CS 115	<b>Computer Science</b>	<b>3</b>
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#### NOTATIONS:

Students majoring in art and art therapy track, mathematics, music, nursing, and public health education are not required to take a computer science course since computer courses are required for their major.

Students may waive out of CS 115 by demonstrating equivalent knowledge by examination. Students who waive out of this course cannot take it at a later date for credit. While exempt students are not required to take any other computer science course, if interested, they may enroll in an advanced computer literacy course. Recommended courses include:

- **CS 219 Business Spreadsheet Applications** emphasizes analysis and solutions to contemporary business problems through the use of the current version of Microsoft Excel. Students are introduced to business decision modeling processes to strengthen logical reasoning and analytical skills. Microsoft Excel is used as the basis for managerial decision support through analysis of contemporary business case problems. Students apply the appropriate functions and features of Microsoft Excel to solve business cases. The course also emphasizes oral presentation and written reports on business processes used in case solutions to further strengthen students' communication skills.
- **CS 230 Web Page Design & Programming** focuses on evolving trends in global communication and on developing web pages using formatted text, tables, image maps, graphics and frames in basic HTML and Active Server Pages. Individual web design projects are developed.

### English

#### English

**Writing:** Students are required to complete two writing intensive courses, EN 111 or EN 320, and a second writing intensive (WI) course in a discipline other than English. A writing intensive course is designed to foster excellence in writing and the development of critical thinking skills while improving comprehension of course material. Writing tasks will be significant and frequent, including opportunities for feedback and revision. Students should take the second, discipline-based writing intensive course in their sophomore year. Students can locate a writing intensive course by searching for the WI prefix, or by looking for courses with the section number of 025, 026, 027, or 028. The second writing intensive will not fulfill your English literature requirement.

Students who transfer to Caldwell University with a minimum of 30 credits will have the second writing intensive (WI) course in a discipline waived.

**Literature:** The second English requirement is a literature course. The study of literature develops insight and sensitivity to character and values, introduces students to portions of our literary and cultural heritage, and forms the foundation of a liberal education. Writing skills acquired in EN 111 are further refined in all of the literature courses.

Both the writing and literature core requirements in English address the global objectives of writing, critical thinking and information literacy.

EN 111	<b>College Writing</b>	<b>3</b>
<b>OR</b>		
EN 320	<b>Writing Power</b>	<b>3</b>
<b>AND</b>		
Elective	<b>Literature Requirement</b>	<b>3</b>

**NOTATIONS:**

**EN 111 College Writing**

A prerequisite to the course is a satisfactory score on the verbal and essay sections of the SAT. Students who do not meet the required standard on the English Placement Examination are placed in EN 101 The Process of Writing in the first semester. A minimum grade of C is required. EN 111 College Writing is taken in the following semester.

Students who show extraordinary proficiency on the verbal and essay sections of the SAT may be exempt from EN 111 and enrolled in EN 320 Writing Power.

**Literature course:**

EN 111 or its equivalent is a prerequisite for all English classes. Students may choose any literature course in which they are interested. Although 200 level courses have been specifically designed to fulfill core requirements, students able to meet the demands of more specialized courses may choose any upper division literature course in which they are interested.

## Fine Arts

### Fine Arts

An informed experience of art and music is an essential component of the liberally educated person. The study of art and music provides access to the language of cultural expression, enabling students to value and explore the diversities of human endeavor. The primary goal of each course is to develop students' visual and musical literacy.

FA Elective	<b>Fine Arts Requirement</b>	<b>3</b>
<b>Courses</b>		
AH Art History Elective		3
AH 122 Language of World Art		3
AH 206 Design History		3
AH 211 Introduction to Museology		3
AH 212 World Art I		3
AH 214 Modern Art		3
AH 215 World Art II		3
AH 245 Art Fundamentals for the Elem Classroom Teacher		3
AH 245 Art Fundamentals for the Elementary Teacher		3
AH 303 Contemporary Art		3
AH 360 Critical Issues In Museology		3
AR 111 Drawing I		3
AR 113 2D Design		3
AR 118 3D Design		3
AR 280 Painting I		3

AT 230 Introduction to Art Therapy	3
MU 117 Music Fundamentals	3
MU 122 Language of Music	3
MU 212 2 Into the Woods: A Journey through America's Musical Theatre	3
MU 220 Jazz: An American Story	3
MU 231 Introduction to Music Therapy	3
MU 240 American Music	3
MU 245 Music Fundamentals for the Elem Teacher	3
MU 260 Music Industry	3

#### NOTATIONS:

Elementary Education majors must enroll in both MU 245 Music Fundamentals for the Elementary Teacher and AH 245 Art Fundamentals for the Elementary Teacher.

Elementary Education majors whose content major is music are waived from MU 245.

Healthcare Administration majors must take AT 230 or MU 231 to satisfy their Fine Arts requirement.

## Freshman Seminar

### Freshman Seminar

Freshman Seminar is a one-credit course required for all freshmen. This course is designed to assist students with their transition to college and to enable them to grow intellectually and personally. Through weekly goal-oriented sessions conducted by an academic advisor, students develop their critical thinking and writing skills using a common reader. They learn academic and personal life skills, including information literacy, academic integrity, learning styles and strategies, career exploration, time management, and health and wellness. Additionally, students will develop their understanding of the advising and registration process and develop an awareness of the Core Curriculum and its role in a liberal arts education.

FS 189 **Freshman Seminar** 1

#### NOTATION:

Transfer students with 12 or more credits transferred are exempt from this requirement.

Adult undergraduate students are exempt from this requirement.

## History

### History

Historical consciousness, especially of the western tradition, is a key ingredient of a liberal education. The study of history helps to make the world comprehensible. It exposes students to the roots and development of human civilization, heightens political awareness, fosters an understanding of causation and social change, and imparts an appreciation for how the past has shaped the present.

Students may take HI 101 Roots of the West or HI 102 The Shaping of the West to satisfy the foundational core. These courses provide an essential framework for locating all areas of western activity and achievement. It provides the essential backdrop against which every other course makes sense.

Objectives of the course include: cultural literacy, knowledge of chronology and periodization, awareness of historical methodology, sensitivity to the relationship between the past and the present, understanding and knowledge of the Western tradition, and recognition of the distinctiveness of that tradition in contrast to the Asian, Islamic and African perspectives.

HI 101	<b>Roots of the West</b>	3
OR		
HI 102	<b>The Shaping of the West</b>	3

#### NOTATIONS:

Elementary Education majors must also enroll in SS 101 Topics in Social Studies for a total of 6 credits.

Elementary Education majors whose content major is Social Studies are waived from SS 101.

History and Social Studies majors must take both HI 101 and HI 102 to satisfy their core requirement.

## Mathematics

### Mathematics

Mathematics permeates every aspect of our daily life and is the foundation of work in such diverse fields as science, economics, and psychology.

Course placement depends upon: a) results of the online placement test; b) secondary school preparation; and c) potential major. Based on these criteria, students are then assigned to a non-degree credit bearing developmental course, or a 100-level course or a 200-level course.

Students whose scores on the online placement test indicate weakness in computation skills and/or elementary algebra must successfully complete **MA 090 Basic Algebraic Skills**, for non-degree credit.

Students are required to begin taking this course in order to take the appropriate math core courses for their major. A minimum of a grade of C is required. Students whose scores on the online placement test indicate placement into a college-level math course should register to take MA 112, MA 113, MA 116, MA 117, MA 118, or MA 130 depending on their major. Any student who places into an upper college-level math course (anything higher than MA 130) may register for the appropriate math course. Placement into a college-level math course does not mean immediate placement into an upper college-level math class.

## Elective **Mathematics Requirement**

**3**

### NOTATIONS:

The following are course recommendations based on major and placement that can be used to satisfy the core requirement in mathematics:

**Biology:** MA 130 or higher based on placement

**Business:** MA 106\*, MA 112, MA 113, MA 117, MA 120, or MA 130 or higher based on placement

**Chemistry:** MA 220 or higher based on placement

**Computer Information Systems:** MA 112, MA 117, MA 120, or MA 130 or higher based on placement  
**Computer Science:** MA 220 or higher based on placement

**Criminal Justice:** MA 105\*, MA 106\*, MA 112, MA 113, MA 117, MA 120, or MA 130 or higher based on placement

### Education:

- Elementary (non-biology or math content majors): MA 116 and MA 117 (not in the same semester and in any order). Students who place in MA 130 or higher based on placement only have to take one semester. Students must earn grades of a C or higher.
- Secondary (non-biology or math content majors): MA 112, MA 116, MA 117, or MA 130 or higher based on placement

**Health Sciences:** MA 130 or higher based on placement 10

**Healthcare Administration:** MA 130 or higher based on placement

**Math:** MA 130 or higher based on placement

**Medical Technology:** MA 130 or higher based on placement

**Nursing:** MA 118 Students have a separate statistics requirement, MA 207 or PS 208.

**Psychology:** MA 105\*, MA 112, MA 113, MA 116, MA 117, MA 120, or MA 130 or higher based on placement

**Sociology:** MA 105\*, MA 106\*, MA 112, MA 113, MA 117, MA 120, or MA 130 or higher based on placement

**All other majors (Art, Art Therapy concentration, Communications, English, History, Music, Political Science, Social Studies, Spanish, and Theology):** MA 105\*, MA 106\*, MA 112, MA 113, MA 116, MA 117, MA 120, or MA 130 or higher based on placement.

Students may also enroll in MA 207 Applications of Statistics I; MA 214 Linear Algebra; MA 309 Foundations of Mathematics or MA 324 Calculus III to fulfill the core requirement.

\*MA 105 Mathematics for the Liberal Arts and MA 106 Mathematics for Social Sciences are taught online. Please refer to the Caldwell University policy for enrolling in online courses.

## Modern Languages

### Modern Languages

The objectives of the modern language requirement are twofold: linguistic and cultural. Linguistically, the goal of the requirement is to insure familiarity with a second language. Students will study a communication system other than their own with emphasis placed on aural and oral competency.

Further, students will become familiar with a culture other than their own. This awareness will help them to understand the differences in perspectives that exist between various cultures and to avoid parochialism and stereotyping. It will develop their understanding of cultural diversity, guard against insularity, and foster tolerance. This development of cultural breadth is a moral as well as a practical obligation in a global world and economy. Finally, this cultural awareness will enable students to better understand their own culture and value system, and to develop new perspectives and insights.

## Elective **Modern Languages Requirement**

**3**

### Notations

**Options for language courses:** Any 3 credits at the appropriate level (see below) in American Sign Language, French, Italian, or Spanish.

### Options for culture courses taught in English:

IT 113 Italian Culture I

FR 113 French Culture I

### SUGGESTED PLACEMENT GUIDE:

No prior experience, 101.

1 year or less, 102 (or SP 105: Spanish for Health Care Professionals).

2 years of experience, 201.

3 to 4 years of experience, 300 level (but not 400).

Native speakers, 300 or 400 level.

Advanced Placement (AP) score of 3, 300 level; score of 4 or 5, 300 or 400 level.

### NOTATIONS:

A student's Enriched Core, Global Awareness and Cultural Understanding cluster, may be fulfilled by taking the next sequence course in the language used to satisfy the traditional core requirement. For example, Traditional Core: SP 102 Elementary Spanish II, Enriched Core: SP 201 Intermediate Spanish I.

The above guide is merely a suggestion; any placement issues or questions concerning an individual student should be referred to the department chair. Students also have the option of starting a NEW language at the elementary (101) level. 12 Three credits towards the modern language core may be awarded for successful scores on the AP exams, CLEP tests or the NYU Foreign Language Proficiency Exam at the appropriate levels. Credit by examination will only be awarded within the first 60 credits of matriculation.

Students are advised to consult the university catalog for more information on credit by standardized examination or their advisor.

## Natural Sciences

### Natural Sciences

A basic knowledge of scientific method and terminology is an indispensable part of a broad liberal education in a highly technological society. Students fulfill their science core requirement with three credits in the sciences from either natural or physical sciences. All of the science core courses listed are designed for non-science majors. Each provides students with an informed acquaintance of the essential principles of the discipline and each relates the science to humans within their environment.

Elective

**Natural Sciences Requirement**

**3**

Notations

**Options for science courses:**

- **BI 103 Biological Principles** provide scientific principles and concepts so that students may develop a working knowledge of biology. The course covers the entire field of basic biology; however, it emphasizes the application of this knowledge to human concerns.
- **BI 106 Ecology** seeks a general awareness of the natural environment and its complexities. Nature is viewed as a whole. The structure and dynamics of populations, communities, and ecosystems express the activities of and interrelationships among the organisms they comprise. The ultimate goal of ecology is to gain the intellectual gratification that comes from understanding natural patterns and processes and to apply that understanding to global problems confronting mankind today.
- **BI 109 Marine Biology** familiarizes the student with the diversified forms of marine life within their varied environments and with how they interact with each other. The ultimate objective of the course is to help students develop an awareness, appreciation and significant understanding of oceanic life, enabling them to scientifically evaluate the human's role as friend or enemy to this unique environment.
- **BI 110 The Human Body** provides a basic understanding of the structure and function of the human body. Students will become familiar with the terminology related to anatomical and physiological features and will be able to apply such knowledge to everyday living.
- **CH 105 World Issues in Chemistry** introduces students to contemporary global problems associated with chemical science, including the uses of medications, pollution problems associated with energy, green chemistry, and global health concerns.
- **NP 107 Global Environmental Sciences** examines the environmental consequences of human activities on the earth. Topics include population and demographic pressures, food imbalances, energy, pollution, resources, environmental health, and the economic and political entanglements involved.

**Natural Sciences Options for physical sciences courses:**

- **PY 101 Survey of the Physical Sciences** familiarizes students with the basic concepts and vocabulary of the physical sciences of astronomy, chemistry, geology and physics. An objective of the course is to make a clear distinction between science and technology in an effort to show the impact of society's decisions on how scientific discoveries are used. The ultimate objective is for students to gain media science literacy by critiquing media presentations about scientific discoveries.
- **PY 104 Astronomy** studies the solar system, stars and galaxies; their characteristics and the physical laws that govern their movement in space, the source of their energy and various celestial phenomenon.
- **PY 109 Science Within the Law** examines the role of physical science in criminal investigations and government regulations. This course stresses scientific principles and how those principles are utilized within the legal community

NOTATIONS:

**Healthcare Administration majors must take BI 110.**

PY 101 Survey of Physical Science and BI 103/BI 103L Biological Principles/Lab (4 credits) are required for all students pursuing the elementary education major.

Biology, Chemistry, Health Science, and Medical Technology majors are NOT required to take any of the core science courses listed above. Instead, they will take introductory courses to the disciplines, BI 101/BI 101L (General Biology and Lab), and CH 111/CH 111L (General Chemistry and Lab).

Nursing majors are NOT required to take any of the core science courses listed. Instead, they will take prerequisite courses for the nursing program: BI 203/BI 203L and BI 204/ BI 204L, (Human Anatomy & Physiology I and II Lecture and Labs); BI 315N/BI 315X (Nursing Microbiology Lecture and Lab) and CH 110/CH 110L (Principles of Chemistry Lecture and Lab).

Public Health Education majors are NOT required to take any of the core science courses listed. Instead, they will take prerequisite courses for their program.

Non-science majors may fulfill the core requirement with an upper-level natural or physical science course.

## Philosophy

### Philosophy

Philosophy encourages critical examination of what we think we know. Thus, it holds a central place in the Core Curriculum. Philosophy has been called "mother of disciplines," for we can trace how most other disciplines were born of philosophy and how, when, and why they matured and developed.

Through their studies in PH 102 Introduction to Philosophy, students gain basic familiarity with the philosophers and philosophies that are important in debating questions of perennial human concern. A historical overview of philosophy includes primary selections from the ancient, medieval and modern periods. The student is introduced to the whole spectrum of philosophical concerns about knowledge (epistemology), reality (metaphysics), ethics, human nature, reasoning (logic) and God.



cultures.

- **Ethical Inquiry and Applications** - Courses in this cluster will critically examine the rational foundations of ethics and/or focus on the application of ethical parameters to specific issues, themes or areas of inquiry.

Courses for the Enriched Core will change each semester. Offerings are listed by semester on the Advising page of the portal under Enriched Core.

#### NOTATIONS:

Courses taken to fulfill the Foundational Core may NOT be used to fulfill the Enriched Core.

Courses taken to fulfill the Enriched Core may not be used to fulfill the major, unless through an approval of substitution. If approved, students may NOT double count between the Enriched Core and major electives and an alternative Enriched Core elective will need to be taken to complete the core requirements.

Courses taken for the Enriched Core may also be credited towards a minor. See pages 42 - 43 of the Academic Catalog for further rules on double counting within a minor.

If a culture course was taken to fulfill the Modern Languages core, students may continue in the same language at the appropriate level to fulfill the Global Awareness and Cultural Understanding requirement.

## Honors Program

### Honors Program

Students who maintain a 3.3 GPA and who apply and are accepted into the Honors Program may use scholars seminars for their core requirements.

Qualified incoming freshmen are also eligible for participation in the program.

The appropriate core substitution is usually determined by the department of the faculty member teaching the seminar. For example, if a professor from the English department is teaching an honors seminar and if a student needs a core literature course, the honors seminar fulfills part of the English core requirement. However, some courses have multiple core substitution possibilities. The substitutions will be noted on the advising module as "MS." If a student takes a seminar and has already met the core requirement that corresponds to it, the course is credited as an elective. New seminars will meet core requirements in a similar manner.

#### NOTATIONS:

The Honors Project (HP 405) does not fulfill a core requirement.

For more information or to apply to the Honors Program, contact the co-Directors, Dr. Tara Harney-Mahajan and Dr. Jon Sigurjonsson, or see "Honors Program" at [www.caldwell.edu](http://www.caldwell.edu).

Specific course substitutions for the core are on the web page and in the university catalog.

## Exemptions to the Core

### Exemptions

Although the Core Curriculum is intended as an educational experience common to all Caldwell University students, there are circumstances that allow for exemptions from the core courses or for the substitution of other acceptable courses.

#### **Credit by Standardized Examination**

When students can demonstrate mastery of knowledge through standardized testing, they are exempt from the corresponding core course(s). Students who earn scores of 3 or higher on the Advanced Placement (AP) tests, acceptable scores on the College Level Examination Program (CLEP) administered by the College Board, TECEP tests administered by Thomas Edison State College, or ACT - PEP tests administered by the American College Testing Program in core courses, will be awarded these credits by examination. Students are advised to consult the university catalog for more information on credit by standardized examination or the Advisement Web site for Adult Undergraduates.

#### **Prior Learning Assessment (PLA)**

Credits earned through Prior Learning Assessment (PLA) may be applicable to liberal arts core courses. Students are advised to consult the university catalog and the Transfer Students page on the website for more information on PLA credit.

#### **Transfer Students**

This Core Curriculum will be required of all students transferring into Caldwell University as of Summer 2011. In individual circumstances some transfer courses may substitute for required core courses. In order to constitute a valid replacement, these courses should include similar content to the required course.

Students transferring into Caldwell University as of Summer 2011 with an Associate of Arts (AA) degree from a NJ Institution are waived from the Core Curriculum, except for philosophy, theology, and the Catholic and the Dominican Tradition cluster of the Enriched Core.

## Art - ART - (Bachelor of Arts)

**Program Code:** ART

Bachelor of Arts

### BACHELOR OF ARTS

The B.A. in Art provides the student with a broad experience in a variety of media. Students may combine a B.A. in Art with a certification in education. For students interested in a career in art therapy, the department offers a double major in art and psychology with an art therapy concentration in conjunction with the School of Psychology and Counseling (please see description of the double major below and under the School of Psychology and Counseling section for more details)

### BACHELOR OF FINE ARTS

The B.F.A. degree prepares the student to enter into a professional career within an area of specialization or to pursue further study on a graduate level. This degree is designed to develop technical competence, critical judgment, and a strong commitment to artistic quality. Once the student has fulfilled the basic requirements and introductory studies, a concentration is required in a specific discipline.

With the exception of art education majors, all B.A. students must complete at least one upper level course in the area of study chosen for their senior thesis exhibit. For example: Both Painting I and Painting II are required for students presenting painted works for their senior thesis exhibit.

Note that the Double Major in Art and Psychology with Art Therapy Concentration is designed to provide a strong preparatory base for graduate study in art therapy and meets the educational requirements for entry into Caldwell's graduate program. Registration and practice as an art therapist requires master's level preparation.

Qualified undergraduates in the double major with Art Therapy Concentration may also take advantage of the opportunity to pursue their M.A. in Counseling with Art Therapy Specialization in an accelerated manner through the Combined B.A./M.A. program.

### Admission Requirements

Students may apply in the semester prior to the semester during which they intend to begin the combined degree program.

- Completion of at least 60 undergraduate credits with a minimum 3.3 overall GPA (this minimum must be maintained also for the remainder of the undergraduate coursework).
- Completion of PS 150/207 General Psychology, PS 208 Psychological Statistics, PS 232 Psychology of Personality and either PS 309 Psychopathology OR a course in human development (PS 211, PS 216) as well as AR 111 Drawing, AR 113 2D Design, and AR 118 3D Design (or their equivalent if the student has transferred to Caldwell University) and AT 230 Intro to Art Therapy.
- Two letters of recommendation from undergraduate faculty in psychology and/or art (forms provided).
- Submission of an APA style paper.
- Art portfolio (10-15 pieces) demonstrating competency in drawing, painting and sculpture.
- Personal or group interview with program coordinator.
- Completion graduate application form.
- M.A. in Counseling requirement of the GRE/MAT will be waived for students who matriculate through the combined degree program.

### Curriculum Substitutions

Once accepted into the M.A. program a student may fulfill undergraduate program requirements or electives with graduate courses

**Students may fulfill undergraduate program requirements or electives with graduate courses according to the tables below:**

<b>UNDERGRADUATE COURSE</b>	<b>GRADUATE SUBSTITUTE</b>
PS 310 Career Counseling	CPS 633 Career Counseling
AT 310 Art Therapy Methods	CAT 507 Art Therapy Methods in Counseling
AT 320 Art Therapy in Practice	CAT 501 History & Development in Art Therapy
<b>AND</b>	One CAT Elective with Advisement

### Program Student Learning Outcomes:

The Art Department offers two degrees – the B.A. in Art which is 44 credits and the B.F.A. in Art which is 76 credits. Required for graduation are the following:

#### **JUNIOR COMPREHENSIVE** 1 credit

In the junior year students are required to execute independently a series of works that demonstrate proficiency in various media. All art faculty evaluate students in a group critique. An evaluation of each individual student is made jointly by the department. Areas of weakness are addressed and students may be required to repeat a project. Students may be required to do additional coursework if skill or understanding in a particular area(s) is insufficient. Junior Project students may not go on to enroll in the Senior Thesis Exhibit until all

studies for the Junior Project and any remedial coursework are satisfactorily completed. Students should have taken the following courses prior to their junior year: AR 111 Drawing I, AR 113 2D Design, AR 118 3D Design and AR 280 Painting I.

It is strongly recommended that students take this course in the fall semester

**SENIOR SEMINAR 2 credits**

In the fall semester of senior year all seniors are required to enroll in the Senior Seminar. Students are required to write a research paper on a topic that relates to their area of interest and to propose a direction for their exhibition. A grade of C is required to pass. Course may be retaken the following fall if not passed. This course may not be taken if a student has failed the Junior Comprehensive.

**B.F.A. THESIS AND EXHIBITION 4 credits**

In the spring of senior year the B.F.A. student is required to exhibit a body of work developed independently, to write a thesis paper and to create documentation of the exhibit. A time is scheduled with full time faculty to review and critique the installation and work of the student. The student makes a presentation and introductory remarks and the faculty engages in discussion in the form of questions and comments. The student is expected to articulate the concept of the exhibit, to answer questions presented by the reviewers and to defend ideas presented in the thesis. Knowledge of art history and formal analysis of the work is expected in the discussion. Grade of C is required to pass. A student may have to repeat this entire process if work is not satisfactory.

**B.A. SENIOR EXHIBIT 2 credits**

In the spring semester a group exhibition is scheduled for three to four students at one time. Each student is designated a gallery area in which to mount a selection of works specifically and independently developed for this exhibit. B.A. students must complete at least one upper level course in the area of study chosen for their Senior Thesis Exhibit. For example: Both Painting I and Painting II are required for students presenting painted works for their Senior Thesis Exhibit. The full time faculty meets with the students to critique the installation and the work of each individual. The session follows the procedures outlined for the B.F.A. critique session.

The B.A. or B.F.A. exhibit may not be taken if a student has not receive a grade of C or above in the senior seminar or minor program

**ART REQUIREMENTS:**

AR 111	Drawing I	3
AR 113	2D Design	3
AR 118	3D Design	3
AR 204	Color Theory	3
AR 220	Digital Art I	3
AR 227	Life Drawing	3
AR 250	Sculpture I	3
AR 280	Painting I	3
AR 310	Junior Comprehensive	1
AR 455	Senior Seminar	2
AH 212	World Art I	3
AH 214	Modern Art	3
AH 215	World Art II	3
AR 465	B.A. Senior Exhibition	2

**Note**

Two additional studio courses are required – one of which must be a 300-level course or higher in chosen area of study

**Total Credits 120**

**Contact Information:**

## Art Therapy Double Major in Art and Psychology - ARTP - (Bachelor of Arts)

### Program Code: ARTP

Bachelor of Arts

For students interested in a later career in art therapy, the department offers a double major in art and psychology with an art therapy concentration in conjunction with the Department of Art.

Psychology majors with a double major in art must complete the eight required psychology courses (21 credits towards the psychology major plus three credits towards the liberal arts core) for the major, plus the following four additional psychology and art therapy courses (12 credits) for a total of 30 credits.

With the exception of art education majors, all B.A. students must complete at least one upper level course in the area of study chosen for their senior these exhibit. For example: Both Painting I and Painting II are required for students presenting painted works for their senior thesis exhibit. Note that the Double Major in Art and Psychology with Art Therapy Concentration is designed to provide a strong preparatory base for graduate study in art therapy and meets the educational requirements for entry into Caldwell's graduate program. Registration and practice as an art therapist requires master's level preparation. Qualified undergraduates in the double major with Art Therapy Concentration may also take advantage of the opportunity to pursue their M.A. in Counseling with Art Therapy Specialization in an accelerated manner through the Combined B.A./M.A. program.

## Requirements for Double Major with Art Therapy Concentration

### Art Courses

AR 111	Drawing I	3
AR 113	2D Design	3
AR 118	3D Design	3
AR 204	Color Theory	3
AR 220	Digital Art I	3
AR 227	Life Drawing	3
AR 250	Sculpture I	3
AR 280	Painting I	3
AR 310	Junior Comprehensive	1
AR 455	Senior Seminar	2
AH 212	World Art I	3
AH 214	Modern Art	3
AH 215	World Art II	3
AT 310	Art Therapy Methods	3
AR 465	B.A. Senior Exhibition	2

note

One additional studio course 300-level or above in chosen area of study

### Psychology Courses

Psychology majors with a double major in art must complete the eight required psychology courses (21 credits towards the psychology major plus three credits towards the liberal arts core) for the major, plus the following four additional psychology and art therapy courses (12 credits) for a total of 30 credits:

#### Required Psychology Courses

PS 150	General Psychology I	3
PS 207	General Psychology II	3
PS 208	Psychological Statistics	3
PS 213	Writing in Psychology	3
PS 232	Psychology of Personality	3
PS 309	Psychopathology	3

Choose **one** of the following courses:

PS 325	Philosophical and Historical Trends in Psychology	3
PS 425	Psychology Capstone	3
PS 402	Experimental Psychology	3

#### Psychology Electives

In addition to the above required courses, students must take an additional five psychology electives (15 credits). Three of the five electives should be at 300-level or higher and at least two must come from the following courses:

PS 304	<b>Biopsychology</b>	<b>3</b>
PS 320	<b>History &amp; Systems</b>	<b>3</b>
PS 323	<b>Sensation and Perception</b>	<b>3</b>
PS 326	<b>Cognitive Psychology</b>	<b>3</b>
PS 328	<b>Psychology of Learning</b>	<b>3</b>
Additional Required Psychology Courses (12 credits):		
AT 230	<b>Introduction to Art Therapy</b>	<b>3</b>
AT 320	<b>Art Therapy In Practice</b>	<b>3</b>
<i>Choose <b>one</b> of the following two courses:</i>		
PS 210	<b>Child Psychopathology</b>	<b>3</b>
PS 211	<b>Child Psychology</b>	<b>3</b>
<i>Choose <b>one</b> of the following four courses:</i>		
PS 304	<b>Biopsychology</b>	<b>3</b>
PS 323	<b>Sensation and Perception</b>	<b>3</b>
PS 326	<b>Cognitive Psychology</b>	<b>3</b>
PS 328	<b>Psychology of Learning</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 123**

**Contact Information:**

## Art with Certification in Education - BAACE - (Bachelor of Arts)

**Program Code:** BAACE

Bachelor of Arts

The B.A. in Art provides the student with a broad experience in a variety of media. Students may combine a B.A. in Art with a certification in education. For students interested in a career in art therapy, the department offers a double major in art and psychology with an art therapy concentration in conjunction with the School of Psychology and Counseling (please see description of the double major below and under the School of Psychology and Counseling section for more details).

This degree is offered in conjunction with the School of Education. A student must be accepted into the program through the School of Education (see Catalog section in School of Education for education requirements).

### ART REQUIREMENTS:

AR 111	Drawing I	3
AR 113	2D Design	3
AR 118	3D Design	3
AR 204	Color Theory	3
AR 220	Digital Art I	3
AR 227	Life Drawing	3
AR 243	Ceramics I	3
OR		
AR 229	Photography I	3
AR 250	Sculpture I	3
AR 280	Painting I	3
AR 310	Junior Comprehensive	1
AR 455	Senior Seminar	2
AR 465	B.A. Senior Exhibition	2
AH 212	World Art I	3
AH 214	Modern Art	3
AH 215	World Art II	3

Note

One course in printmaking

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Graphic Design - GPHDE - (Bachelor of Arts)

**Program Code:** GPHDE

Bachelor of Arts

The B.F.A. degree prepares the student to enter into a professional career within an area of specialization or to pursue further study on a graduate level. This degree is designed to develop technical competence, critical judgment, and a strong commitment to artistic quality. Once the student has fulfilled the basic requirements and introductory studies, a concentration is required in a specific discipline.

### ART REQUIREMENTS:

AR 111	Drawing I	3
AR 113	2D Design	3
AR 118	3D Design	3
AR 204	Color Theory	3
AR 220	Digital Art I	3
AR 224	Graphic Design I	3
AR 227	Life Drawing	3
AR 229	Photography I	3
AR 248	Typography/Layout	3
AR 250	Sculpture I	3
AR 280	Painting I	3
AR 310	Junior Comprehensive	1
AR 339i	Identity Design	3
AR 348	Graphic Design II	3
AR 350	Digital Imaging I	3
AR 357	Web Design	3
AR 358	Typography II	3
AR 437	Adv Portfolio Design	3
AR 455	Senior Seminar	2
AR 466	BFA Thesis and Exhibition	4
AH 206	Design History	3
AH 212	World Art I	3
AH 214	Modern Art	3
AH 215	World Art II	3
Select two additional courses from the following:		
AR 221	Digital Illustration	
AR 349	Digital Art II	3
AR 360	Interactive Design	3
AR 414	Computer Animation	3
AR 456	Digital Imaging II	3
AR 489	Field Internship II	2 - 3

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 122**

**Contact Information:**

## Individualized Major - IND - (Bachelor of Arts)

**Program Code:** IND

Bachelor of Arts

The Individualized Major B.A. degree is meant to meet the needs of motivated students who are pursuing a liberal arts education, but whose interests cannot be fulfilled by established majors. The program is based on interdisciplinary study and it encourages creative and initiative-minded students to develop a challenging and closely-supervised academic program.

**Some examples of Individualized Majors are:**

- Electronic Media
- Global Studies
- Health Information Management and Technology
- Child Advocacy
- Corporate Communications
- Organizational Communication
- Applied Mathematical Economics
- Peace Studies
- Family Studies
- Law and Justice
- American Studies
- Medieval Studies
- Latino Studies
- Gender Studies
- Biochemistry Culture and Aesthetics of a certain time period or geographical area (music, art, history, literature, philosophy...)
- Communications and Journalism
- Pre-Law and Philosophy

Career opportunities will depend on the focus of the major, but the skills demonstrated by developing such an original and rigorous program of study are very likely to impress potential employers. Furthermore, students will be prepared to pursue graduate studies in a variety of disciplines

**Program Student Learning Outcomes:**

During the senior year, two semesters of independent study must be taken for the purpose of integrating the work comprising the major and culminating in a final major project. For instance, the first semester may include a guided reading that will lead to the development of a project proposal. The project, produced during the last semester of the senior year, will be presented to an interdisciplinary panel of at least three faculty members.

**Total Credits 120**

## Accounting - ACT - (Bachelor of Science)

### Program Code: ACT

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

In addition to the outcomes achieved in the Business Administration program, the accounting program develops effective analytical and qualitative business knowledge and skills to become accounting professionals and ethically-aware decision makers who can apply accounting and business knowledge in organizations. Students complete advanced courses in auditing, cost accounting, intermediate accounting, federal taxation, and "Advanced Topics in Accounting" to obtain an in-depth study of accounting principles, professional accounting standards, and current topics in the accounting community. Students engage in active learning exercises that are captured in a portfolio and program assessment activities, including case studies, pre- and post-testing, simulations, debates, and internet-based activities.

## STUDENTS WHO MAJOR IN ACCOUNTING MUST COMPLETE:

CORE	Core Curriculum - Liberal Arts and Sciences	
BU 105	Contemporary Business	3 - 4
BU 110	Business Communications	3
BU 205	Principles of Economics I	3
(liberal arts core social science requirement for business majors)		
BU 208	Introduction to International Business	3
BU 210	Principles of Economics II	3
BU 211	Accounting I	3
BU 212	Accounting II	3
CS 219	Business Spreadsheet Applications	3
BU 221	Marketing	3
BU 260	Principles of Management	3
CS 285	Fundamentals of Management Information Systems	3
BU 305	Introduction to Statistics	3
BU 321	Intermediate Accounting I	3
BU 322	Intermediate Accounting II	3
BU 323	Cost Accounting	3
BU 325	Auditing	3
BU 332	Federal Income Taxes	3
BU 337	Finance	3
BU 350	Legal Environment of Business I	3
BU 420	Ethical Business Strategy	3
BU 430	Advanced Accounting	3

**NOTE:** Accounting majors are strongly encouraged to participate in an internship (BU 487).  
This program is ACBSP-accredited

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Business Administration - BUS - (Bachelor of Science)

### Program Code: BUS

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

In view of the changing business environment our students will face upon graduation and in keeping with the mission and values for which Caldwell University stands, students who graduate from our program will be proficient in business principles and practices in twelve essential business subjects (Accounting, Business Communications, Economics, Finance, Global Business, Legal and Social Environment of Business, Marketing, Management, Quantitative Business Analysis, Ethics, Information Systems, and Business Policy/Integrating Experience), and will be proficient in oral presentations, written communications, and information technology skills. Students also will find ethically-defensible solutions to real-world business problems using well-developed critical thinking and problem-solving skills.

Several different methods will be used to evaluate the effectiveness of the program and the success of the student, including the Peregrine Test in Business and the successful completion of the Business program capstone course: BU 420 Ethical Business Strategy. The capstone course integrates students' knowledge of all business functions, emphasizes the ethical dimensions of business problems, and requires students to make strategic and ethically-grounded decisions. Program assessments include case studies, portfolio development, pre- and post-testing, simulations, debates, and internet-based activities.

## STUDENTS WHO MAJOR IN BUSINESS ADMINISTRATION MUST COMPLETE:

BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 110	<b>Business Communications</b>	<b>3</b>
BU 205	<b>Principles of Economics I</b>	<b>3</b>
BU 208	<b>Introduction to International Business</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
CS 285	<b>Fundamentals of Management Information Systems</b>	<b>3</b>
BU 337	<b>Finance</b>	<b>3</b>
BU 350	<b>Legal Environment of Business I</b>	<b>3</b>
BU 420	<b>Ethical Business Strategy</b>	<b>3</b>

Note

**NOTE:** Business Administration majors are strongly encouraged to participate in an internship (BU 487). All Business Administration core courses and certain electives. Refer to the university's course search or contact the School of Business and Computer Science for more details.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

Contact Information:

## Certificate in Actuarial Science - CAS - (Bachelor of Science)

### Program Code: CAS

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Actuarial Science. This interdisciplinary program is offered by the Caldwell Mathematics Department and the School of Business and Computer Science. The 35-credit post-secondary program consists of 11 courses, ranging from math to business and computer science to prepare you for a career in risk management and assessment.

Actuarial Science is an area of study that analyzes and assesses the financial impact of risk. Businesses and government agencies need to forecast financial risk to improve decision-making. With a Certificate in Actuarial Science, you can pursue careers in insurance, finance, investments, analytics, and risk analysis.

This interdisciplinary certificate program is easily pursued by either a mathematics major or a business major—mathematics students take an additional 17 business credits and business majors take an additional 18 credits. You may be able to apply previously-earned business or math credits toward this program.

### Educational Benefits

- Earn a certificate without committing to a full degree program.
- You can apply the credits earned in this certificate program toward an undergraduate business or math degree.
- The Certificate in Actuarial Science is a comprehensive upgrade to any degree and a great resume builder.

### Program Student Learning Outcomes:

This certificate provides the essential educational background for anyone seeking a career as an actuary.

Areas of focus include:

- Probability distribution
- Investments and asset management
- Risk management
- Insurance

The certificate program is designed to also be offered in the School of Business and Computer Science as a concentration in Actuarial Science for matriculated students at Caldwell.

The certificate in Actuarial Science consists of 11 courses:

BU 205	<b>Principles of Economics I</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
BU 337	<b>Finance</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
MA 220	<b>Calculus I</b>	<b>4</b>
MA 221	<b>Calculus II</b>	<b>4</b>
MA 214	<b>Linear Algebra</b>	<b>3</b>
MA 311	<b>Probability &amp; Statistics I</b>	<b>3</b>
MA 312	<b>Probability &amp; Statistics II</b>	<b>3</b>

The 35-credit Actuarial Science certificate program is open to applicants with a bachelor's degree at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 35**

## Certificate in Business Administration - CBA - (Bachelor of Science)

### Program Code: CBA

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Business Administration, an 18-credit program offered through the School of Business and Computer Science. The certificate can be completed over the course of an academic year through evening and online classes.

Students pursuing a certificate in Business Administration help keep a business on track while advancing their own careers. Whether working for a corporation or as an entrepreneur, this certificate program is ideal for those who look at the big picture. This program prepares you to plan, organize, direct, and control business activities as well as how to navigate and lead in a large organization. You'll gain skills such as how to analyze a business's strengths and weaknesses, determine how best to enhance profitability, and steer companies through challenging business conditions.

### Program Student Learning Outcomes:

You've developed your knowledge in your industry – now, gain the most in-demand skills required to advance to the next level. Develop the skill set to lead your co-workers, to organize your key data points, to analyze business trends, and to locate the best business information. This business essentials certificate program is ideal for the working adult who has obtained key knowledge in an industry through experience and hard work, and now seeks the business acumen to advance to the next level.

Areas of focus include:

- Accounting
- Marketing
- Leadership
- Business Law

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Business Administration for matriculated students at Caldwell.

The certificate in Business Administration consists of six 3-credit courses:

BU 101	<b>Survey of Economics</b>	<b>3</b>
BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
BU 350	<b>Legal Environment of Business I</b>	<b>3</b>

The 18-credit Business Administration certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Data Analytics - CDATA - (Bachelor of Science)

**Program Code:** CDATA

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Data Analytics, a 21-credit program offered through the School of Business and Computer Science. The certificate can be completed over the course of an academic year through evening and online classes.

This post-secondary course of study provides the skills needed to make data-driven decisions for common business challenges faced by companies. The analytics process is a collection of interrelated activities that lead to better decisions and to enhanced business performance.

### **Program Student Learning Outcomes:**

Students gain experience collecting, analyzing, and preparing data for constructing data visualization tools to provide insight into the data. The combined courses in this certificate program of study will prepare students for careers in a high-demand, well-compensated sector that is crucial for the success of corporations, nonprofit entities, and government agencies in the global marketplace.

Areas of focus include:

- Data collection
- Data analysis
- Model construction
- Presentation of insights

The certificate program is designed also to be offered in the School of Business and Computer Science as a minor in Data Analytics for matriculated students at Caldwell.

The certificate in data analytics consists of seven 3-credit courses:

CS 195	<b>Computer Programming I</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
CS 260	<b>Data Management Systems</b>	<b>3</b>
CS 340	<b>Introduction To Data Science And</b>	<b>3</b>
BU 301	<b>Business Analytics</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BUCS	<b>Data Analytics Research Seminar</b>	

The 21-credit data analytics certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

If you have any questions about this program, you can call the School of Business and Computer Science at 973-618-3255.

**Total Credits 21**

## Certificate in Esports Management - CESPM - (Bachelor of Science)

**Program Code:** CESPM

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Esports Management, an 18-credit program offered through the School of Business and Computer Science. The certificate can be completed over the course of an academic year through evening and online classes.

The Certificate in Esports Management prepares you for a career in the growing digital gaming industry, with opportunities in finance, marketing, event planning and operations, and entertainment. The global Esports economy has grown exponentially in every sector: tournament development, event management, digital platform development, and digital marketing.

This certificate program provides a unique opportunity for you to focus on digital marketing, Esports management, entrepreneurial studies, event planning and operations, ethics, and the sociological impact of Esports. Prepare to navigate the growing Esports industry in every respect by developing a multi-faceted approach to competitive digital game management.

### Program Student Learning Outcomes:

Gain a professional edge in a highly competitive and fast-growing industry. Analyze the latest gaming trends, the most popular competitions in the national and international arenas, and the driving forces of the Esports market. Learn the business-side of the industry to enhance your ability to manage and develop your successful Esports business.

Areas of focus include:

- Digital marketing and sponsorships
- Competition development
- Event management
- Ethics

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Esports Management for matriculated students at Caldwell.

The certificate in Esports Management consists of six 3-credit courses:

### Required Courses:

BU 105	<b>Contemporary Business</b>	<b>3</b>
OR		
BU 110	<b>Business Communications</b>	<b>3</b>
BU 101	<b>Survey of Economics</b>	<b>3</b>
OR		
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 252	<b>Introduction to Esports Management</b>	<b>3</b>
BU 307	<b>Sociological Impact of Esports</b>	<b>3</b>

### Elective Courses (choose 2):

BU 4xx	<b>Esports Marketing &amp; Branding</b>	
PS 330	<b>Psychology of Addiction</b>	<b>3</b>
BU 331	<b>Sport Ethics</b>	<b>3</b>
BU 487	<b>Internship I</b>	<b>2</b>
BU 491	<b>International Travel Experience</b>	<b>3</b>

The 18-credit Esports Management certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Healthcare Administration - CHADM - (Bachelor of Science)

**Program Code:** CHADM

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Healthcare Administration through the School of Business and Computer Science. The 18-credit program can be completed over the course of an academic year with flexible courses, mostly offered in the evenings.

This post-secondary course of study prepares you for a career that supports healthcare organizations, such as hospitals, clinics, HMOs, health insurance companies, and pharmaceutical companies, run smoothly. Healthcare administrators are responsible for the overall management and oversight of healthcare organizations including tracking trends, implementing changes to improve patient care and efficiency, enforcing safety standards, controlling costs, and ensuring that patients receive the best treatment available.

The Healthcare Administration certificate helps you develop necessary skills like leadership, ethical judgment, adaptability, and relationship building so that you can thrive in this rapidly growing field. As a student in this program, you'll gain an understanding of the fundamental operations and duties of a healthcare organization, while preparing for your **future career as a leader in your organization and the industry.**

### Program Student Learning Outcomes:

As we have learned through the industry's response to the Covid-19 pandemic, knowledgeable healthcare managers are needed and in short supply. To meet the growing demand for healthcare leaders and managers, this certificate program is designed to launch your career as a leader and manager in this ever-evolving industry.

Areas of focus include:

- Quality and process management
- Budgeting and resource allocation
- Compliance and regulatory standards
- Use of healthcare-specific technology

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Healthcare Management for matriculated students at Caldwell.

The certificate in Healthcare Administration consists of six 3-credit courses:

### Required courses:

BU 213	<b>Introduction to Healthcare Administration</b>	<b>3</b>
BU 214	<b>Ethical Issues in Healthcare</b>	<b>3</b>

### Elective courses (choose four):

BU 217	<b>Accounting For Healthcare Managers</b>	<b>3</b>
BU 223	<b>Healthcare Marketing</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
BU 302	<b>Hc, Budgeting, Finance, &amp; Payment</b>	<b>3</b>
CS 310	<b>Healthcare Information Systems</b>	<b>3</b>
BU 356	<b>Healthcare Law &amp; Regulation</b>	<b>3</b>
BU 371	<b>Operations Management In Healthcare</b>	<b>3</b>
CS 405	<b>Data Analysis In Healthcare</b>	<b>3</b>
BU 465	<b>Managerial Epidemiology</b>	<b>3</b>
BU 470	<b>Human Resource Management</b>	<b>3</b>

The 18-credit Healthcare Administration certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Human Resource Management - CHRMAN - (Bachelor of Science)

**Program Code:** CHRMAN

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Human Resource Management, an 18-credit program offered through the School of Business and Computer Science. The certificate can be completed over the course of an academic year through evening and online classes.

Gain a professional edge in a highly competitive and tremendously valued aspect of every growing industry. Learn how to motivate employees, analyze the latest industry trends, stay ahead of new legal requirements impacting employment practices, and help your company get ahead of the competition by recruiting and retaining the best employees.

### Program Student Learning Outcomes:

Taught by working professionals and accomplished professors, this certificate program will help you enhance your ability to manage and develop your human resources skill set and advance your company's strategic initiatives. The combined courses in this certificate program will prepare you for a career in a high-demand, well-compensated sector that is crucial for the success of corporations, nonprofit entities, and government agencies in the global marketplace.

Areas of focus include:

- Organizational behavior
- Employment law
- Recruiting, retaining, and onboarding talent
- Designing compensation packages

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Human Resource Management for matriculated students at Caldwell.

The certificate in Human Resource Management consists of six 3-credit courses:

### Required courses:

BU 105	<b>Contemporary Business</b>	<b>3</b>
OR		
BU 110	<b>Business Communications</b>	<b>3</b>
BU 101	<b>Survey of Economics</b>	<b>3</b>
OR		
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>

### Elective courses (choose 3):

BU 370	<b>Organization.Behavior</b>	<b>3</b>
BU 470	<b>Human Resource Management</b>	<b>3</b>
BU 472	<b>Legal Aspects of Human Resource Management</b>	<b>3</b>
BU 487	<b>Internship I</b>	<b>2</b>
BU 491	<b>International Travel Experience</b>	<b>3</b>

The 18-credit Human Resource Management certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Management Information Systems - CMINFS - (Bachelor of Science)

### Program Code: CMINFS

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Management Information Systems through the School of Business and Computer Science. If pre-requisites are met, this 18-credit program can be completed over the course of an academic year with flexible class schedules.

The Management Information Systems certificate program prepares you to use business systems to solve business problems. You'll learn to analyze and manage an organization's information technology systems and use the information to develop strategic business solutions. With a dynamic balance of technical and business skills bridging computer science and business, you'll develop skills in operating systems, database management, systems analysis, and e-commerce.

Flexible course offerings allow you to customize your program of study to include advanced web applications, business analytics, data security and disaster recovery, operations and project management, or software engineering. The goal is to create a strategic advantage for yourself in the marketplace.

### Educational Benefits

- Earn a certificate without committing to a full degree program.
- You can apply the credits earned in this certificate program toward an undergraduate business or computer science degree.
- The Certificate in Management Information Systems is a comprehensive upgrade to any degree and applies across any career.

### Program Student Learning Outcomes:

This course of study will allow you to build your skills in technology management and bring your career to the next level. Learn essential MIS concepts and then choose from multiple topics that are specifically geared toward your career path.

Areas of focus include:

- Data management and security
- E-Commerce
- Project management

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Management Information Systems for matriculated students at Caldwell.

The certificate in Management Information Systems consists of six 3-credit courses:

### Required courses:

CS 195	<b>Computer Programming I</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
CS 285	<b>Fundamentals of Management Information Systems</b>	<b>3</b>

### Elective courses (choose three):

CS 230	<b>Web Page Design &amp; Programming</b>	<b>3</b>
CS 238	<b>E-Commerce</b>	<b>3</b>
CS 260	<b>Data Management Systems</b>	<b>3</b>
BU 301	<b>Business Analytics</b>	<b>3</b>
CS 348	<b>Data Security &amp; Disaster Recov</b>	<b>3</b>
BU 436	<b>Project Operations &amp; Management</b>	<b>3</b>
CS 450	<b>Software Engineering</b>	<b>4</b>

The 18-credit Management Information Systems certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Marketing - CINMART - (Bachelor of Science)

**Program Code:** CINMART

Bachelor of Science

Businesses rely on marketing professionals to analyze their consumers and competitors while making strategic decisions about product development and management, pricing, placement, and positioning. The 18-credit Certificate in Marketing program offered through the School of Business and Computer Science emphasizes in-demand marketing skills: written and verbal skills, critical thinking, adaptability, and strong ethics. Students develop expertise in public relations, advertising, sales management, and digital marketing.

Whether you are a business professional looking to polish your skills, or a career changer looking to make a move, you will develop innovative strategies for success in advertising, public relations, product development and digital marketing. You can delve into specific areas like e-marketing, innovation, sales management, digital marketing, and brand development. The certificate can be completed over the course of an academic year through evening and online classes.

### Program Student Learning Outcomes:

Gain a professional edge in the highly competitive marketing industry. In this certificate program, you will analyze the latest digital marketing tools, track demographic trends, analyze effective public relations campaigns, and evaluate advertising, sales, and sales management techniques. Learn to harness the forces driving the marketplace and enhance your ability to manage and develop your career in the competitive marketing industry.

Areas of focus include:

- Communication
- Digital marketing
- Market analysis
- Demographics
- Ethics

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Marketing for matriculated students at Caldwell.

The certificate in Marketing consists of six 3-credit courses:

### Required courses:

BU 110	<b>Business Communications</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>

### Elective courses (choose 3):

BU 327	<b>Interntl Marketing</b>	<b>3</b>
BU 343	<b>Creativity, Innovation &amp; the Competitive Edge</b>	<b>3</b>
BU 347	<b>Public Relations</b>	<b>3</b>
BU 360	<b>Advertising</b>	<b>3</b>
BU 416	<b>Selling &amp; Sales Management</b>	<b>3</b>
BU 427	<b>Digital Marketing</b>	<b>3</b>
BU 487	<b>Internship I</b>	<b>2</b>
BU 491	<b>International Travel Experience</b>	<b>3</b>

The 18-credit Marketing certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Organizational Leadership - CORGLDR - (Bachelor of Science)

**Program Code:** CORGLDR

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Organizational Leadership through the School of Business and Computer Science. The 18-credit program can be completed over the course of an academic year with flexible courses that can be taken to suit your schedule and pace.

Effective managers and leaders drive team members to be more responsive, collaborative, creative, and proactive. This Certificate in Organizational Leadership prepares you to tackle the world's contemporary challenges and influence and transform the workplace. In this program, you'll gain the skills needed to become a highly productive and inspiring leader in a VUCA (Volatile, Uncertain, Complex, and Ambiguous) world, and develop organizations that value learning and promote diversity, respect, equity, inclusion, and innovation.

This post-secondary course of study helps working professionals develop skills in organizational leadership and management, examine the role of values in ethical decision-making, and develop personal philosophies of leadership to meet organizational objectives. Most significantly, you will be prepared to manage and lead positive, transformational, and sustainable change in an organization.

### Educational Benefits

- Earn a business certificate without committing to a full degree program
- Apply the credits earned in this certificate program toward an undergraduate business degree.
- The Certificate in Organizational Leadership is a comprehensive upgrade to any degree and applies across any career.

### Program Student Learning Outcomes:

Those with the right skill set, knowledge, credentials, and confidence to lead organizational change and growth will find a wide range of career opportunities. This certificate program empowers you to grow in your current career or prepare for your next big organizational role.

### Career Benefits:

- Develop the leadership skills necessary for career advancement.
- Learn about the latest management trends and organizational needs for the post-pandemic work world.
- Build the necessary global-mindset for higher level career opportunities.
- Learn how to motivate and collaborate with others and build more effective teams.

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Organizational Leadership for matriculated students at Caldwell.

The certificate in Organizational Leadership consists of six 3-credit courses:

### Required courses:

BU 110	<b>Business Communications</b>	<b>3</b>
BU 235	<b>Choice: From Self-Management to Leader</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
BU 343	<b>Creativity, Innovation &amp; the Competitive Edge</b>	<b>3</b>
BU 482	<b>Leadership: Managing and Delivering Organizational Change</b>	

### Elective Course. Choose one of the following:

PS 410	<b>Special Topics Seminar</b>	<b>3</b>
BU 370	<b>Organization.Behavior</b>	<b>3</b>
BU 460	<b>Entrepreneurship &amp;Business Planning</b>	<b>3</b>

Or, you can request a specialty course tailored to your professional pursuits, with permission of the Associate Dean.

The 18-credit Organizational Leadership certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Sport Management - CINSMANG - (Bachelor of Science)

**Program Code:** CINSMANG

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Sport Management, an 18-credit program offered through the School of Business and Computer Science. The certificate can be completed over the course of an academic year through evening and online classes.

Located in the professional sport mecca of the NY/NJ metro area, Caldwell University offers you the opportunity to acquire the sport business acumen needed to pursue a career in one of the most exciting industries. Learn the business aspects of the sports industry to effectively develop and manage a successful sports business.

### Program Student Learning Outcomes:

Prepare to handle diverse roles in sports team marketing, event planning, merchandising, and more. Develop skills in sports communications, finance, marketing, and event management. Tailor your certificate program to focus on your personal interests and areas of professional growth with elective courses in sport psychology, innovation, public relations, sport law and risk management, sports media, and more.

Areas of focus include:

- Marketing and sponsorships
- Sport event management
- School sports (secondary school and intercollegiate)
- Sport psychology and social impact of sports

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Sport Management for matriculated students at Caldwell.

The Certificate in Sport Management consists of six 3-credit courses:

### Required Courses:

BU 105	<b>Contemporary Business</b>	<b>3</b>
	OR	
BU 110	<b>Business Communications</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
	OR	
BU 101	<b>Survey of Economics</b>	<b>3</b>
BU 251	<b>Introduction to Sport Management</b>	<b>3</b>
BU 333	<b>Sport Marketing &amp; Communication</b>	<b>3</b>
BU 334	<b>Facility Operations &amp; Event Management</b>	<b>3</b>

### Elective Courses (choose one):

PS 311	<b>Psychology of Sport</b>	<b>3</b>
BU 331	<b>Sport Ethics</b>	<b>3</b>
BU 343	<b>Creativity, Innovation &amp; the Competitive Edge</b>	<b>3</b>
BU 347	<b>Public Relations</b>	<b>3</b>
SO 360	<b>Sociology of Sport</b>	<b>3</b>
BU 372	<b>Sport Law &amp; Risk Management</b>	<b>3</b>
BU 382	<b>Sports Media</b>	<b>3</b>
BU 487	<b>Internship I</b>	<b>2</b>
BU 491	<b>International Travel Experience</b>	<b>3</b>

The 18-credit Sport Management Certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Certificate in Supply Chain Management - CSCHMANG - (Bachelor of Science)

**Program Code:** CSCHMANG

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Supply Chain Management through the School of Business and Computer Science. The 18-credit program can be completed over the course of an academic year with flexible courses, mostly offered in the evenings.

As modern businesses grow increasingly digital and global, supply chain management is more important than ever. The Certificate in Supply Chain Management provides knowledge and skills in supply chain design, operations logistics, inventory management, cost management, e-commerce, and sourcing. It prepares working professionals for a career path or opportunities for advancement in today's "Amazon Era."

The program consists of six courses, including topics in project management, business analytics, business strategy, supply chain management, operations management, and enterprise resource planning to tie academic knowledge to real world business applications.

### **Program Student Learning Outcomes:**

Those with the right skills and knowledge to support organizations as they continue to adapt to a quickly changing landscape will be presented with a wide range of opportunities. The Supply Chain Management Certificate empowers you to be adaptive, responsive, and innovative so that you can help lead an organization through change and expansion while you grow in your career.

This post-secondary course of study prepares you for career opportunities in a high-demand, well-compensated sector that is crucial for the success of retailers, manufacturers, suppliers, transportation and freight companies, government agencies, and many other organizations.

Areas of focus include:

- Operational efficiency
- Budgeting and resource allocation
- Logistics
- Planning and strategy

The certificate program is designed to also be offered in the School of Business and Computer Science as a minor in Supply Chain Management for matriculated students at Caldwell.

The certificate in Supply Chain Management consists of six 3-credit courses:

### **Required courses:**

CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
BU 220	<b>Introduction to Supply Chain Management</b>	
BU 335	<b>Enterprise Resource Planning</b>	
BU 436	<b>Project Operations &amp; Management</b>	<b>3</b>
BU 437	<b>Supply Chain Management Strategy</b>	

The 18-credit Supply Chain Management certificate program is open to applicants with a high school diploma at a cost of \$725 per credit. Financial aid and discounts may be available.

**Total Credits 18**

## Computer Information Systems: Business Concentration - CIB - (Bachelor of Science)

### Program Code: CIB

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Students who complete this program will demonstrate the ability to implement software, software systems, and new technologies to meet the needs of business. Students will apply information systems theory and principles to address real-world business challenges to meet the needs of today's information economy. Students will use digital materials to demonstrate the development and management of business systems within the organization, apply the principles of information systems technology, and incorporate management requirements to develop and use information systems necessary to support the organization. Graduates will be effective technical communicators and will demonstrate high professional standards.

Students will be required to pass the capstone course, CS 315 Elements of Systems Analysis and Design by applying and integrating the knowledge and skills learned throughout the major courses.

**STUDENTS WHO MAJOR IN COMPUTER INFORMATION SYSTEMS (WITH A CONCENTRATION IN BUSINESS SYSTEMS) MUST COMPLETE:**

CS 195	<b>Computer Programming I</b>	<b>3</b>
CS 196	<b>Computer Programming II</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
CS 225	<b>Pc Operating Systems</b>	<b>3</b>
CS 230	<b>Web Page Design &amp; Programming</b>	<b>3</b>
CS 238	<b>E-Commerce</b>	<b>3</b>
CS 260	<b>Data Management Systems</b>	<b>3</b>
CS 315	<b>Elemnt Sys.Ana/Desig</b>	<b>4</b>
CS 348	<b>Data Security &amp; Disaster Recov</b>	<b>3</b>
BU 205	<b>Principles of Economics I</b>	<b>3</b>

Note

(liberal arts core social science requirement for business majors)

BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BU 337	<b>Finance</b>	<b>3</b>

Note

Students also complete two additional Computer Science or Business Administration courses at the 200-level or above.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Computer Information Systems: Information Technology Concentration - CIT - (Bachelor of Science)

### Program Code: CIT

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Students who complete this program will demonstrate the ability to implement software, software systems, and new technologies to meet the needs of business. Students will apply information systems theory and principles to address real-world business challenges to meet the needs of today's information economy. Students will use digital materials to demonstrate the development and management of business systems within the organization, apply the principles of information systems technology, and incorporate management requirements to develop and use information systems necessary to support the organization. Graduates will be effective technical communicators and will demonstrate high professional standards.

Students will be required to pass the capstone course, CS 315 Elements of Systems Analysis and Design by applying and integrating the knowledge and skills learned throughout the major courses.

### STUDENTS WHO MAJOR IN COMPUTER INFORMATION SYSTEMS (WITH A CONCENTRATION IN INFORMATION TECHNOLOGY) MUST COMPLETE:

CS 195	Computer Programming I	3
CS 196	Computer Programming II	3
CS 219	Business Spreadsheet Applications	3
CS 225	Pc Operating Systems	3
CS 230	Web Page Design & Programming	3
CS 240	Windows Programming	3
CS 260	Data Management Systems	3
BU 305	Introduction to Statistics	3
CS 315	Elemnt Sys.Ana/Desig	4
CS 320	Networking And Communications	3
CS 327	Internet & Enterprise Security	3
CS 348	Data Security & Disaster Recov	3
CS 355	Adv Web Programming	3

Students will also complete additional Computer Science or Business Administration courses at the 200-level or above.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Computer Science - CMP - (Bachelor of Science)

### Program Code: CMP

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Students who complete this program will demonstrate the ability to specify, design and implement software or software systems to meet customer requirements. The Computer Science program focuses on developing technically competent professionals who are equipped to learn new technologies and principles that are necessary for success in the field. Graduates will be effective technical communicators and will demonstrate high professional standards.

## LIBERAL ARTS & SCIENCE FOUNDATIONAL CORE AS MAJOR REQUIREMENTS:

Natural and Physical Science

PY 201	<b>General Physics I</b>	<b>3</b>
AND		
PY 201L	<b>General Physics I Laboratory</b>	<b>1</b>
OR		
CH 111	<b>General Chemistry I</b>	<b>3</b>
AND		
CH 111L	<b>General Chemistry I &amp; Lab</b>	<b>1</b>
OR		
BI 101	<b>General Biology I</b>	<b>3</b>
AND		
BI 101L	<b>General Biology I Laboratory</b>	<b>1</b>

Mathematics

MA 140	<b>Discrete Mathematical Structures</b>	<b>3</b>
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ADDITIONAL MATHEMATICS REQUIREMENTS:

MA 220	<b>Calculus I</b>	<b>4</b>
AND		
MA 221	<b>Calculus II</b>	<b>4</b>

STUDENTS WHO MAJOR IN COMPUTER SCIENCE MUST COMPLETE:

CS 195	<b>Computer Programming I</b>	<b>3</b>
CS 196	<b>Computer Programming II</b>	<b>3</b>
CS 216	<b>Data Struct.&amp;Algorithms</b>	<b>3</b>
CS 301	<b>Computer Organization &amp;Architecture</b>	<b>3</b>

CS 302	Design & Analysis Of Algorithms	3
CS 316	Operating Systems	
CS 320	Networking And Communications	3
CS 3xx	Programming Languages & Paradigms	
CS 420	Artificial Intelligence	3
CS 4xx	Software Engineering	
MAJOR ELECTIVES (SELECT FOUR OF THE FOLLOWING COURSES):		
CS 230	Web Page Design & Programming	3
CS 240	Windows Programming	3
CS 260	Data Management Systems	3
CS 327	Internet & Enterprise Security	3
CS 334	Computer Forensics I	3
CS 340	Introduction To Data Science And	3
CS 344	Computer Forensics II	3
CS 348	Data Security & Disaster Recov	3
CS 355	Adv Web Programming	3
CS 360	Develop Appli For Mobile Devices	3
CS 487	Internship	
CS 499	Independent Study	3

**Note**

NOTE: Computer Science majors are strongly encouraged to participate in an internship (BU 487).

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Esports Management - EPMGT - (Bachelor of Science)

**Program Code:** EPMGT

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Students in the esports management program will evaluate the theoretical knowledge of esports as a business and apply strategic initiatives and best practices with respect to industry trends, sociological and psychological impacts of esports, ethics, marketing and branding, and event planning. In addition to the outcomes achieved in the Business Administration program, the esports management program will be assessed at multiple levels to evaluate both program level objectives and student learning outcomes. Outcomes will be assessed using both formative and summative assessments, through systematic analysis of coursework, course evaluations, student opinion reports, student surveys, alumni surveys, internship reports, internship employer evaluations, advisory board surveys, and the results of the capstone experience. The capstone course, "Esports Event Planning and Management," integrates the competencies developed in the business foundational courses

### STUDENTS WHO MAJOR IN ESPORTS MANAGEMENT MUST COMPLETE:

BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 110	<b>Business Communications</b>	<b>3</b>
BU 205	<b>Principles of Economics I</b>	<b>3</b>
BU 208	<b>Introduction to International Business</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>
BU 252	<b>Introduction to Esports Management</b>	<b>3</b>
CS 285	<b>Fundamentals of Management Information Systems</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BU 307	<b>Sociological Impact of Esports</b>	<b>3</b>
BU 3xx	<b>Esports Ethics</b>	
BU 337	<b>Finance</b>	<b>3</b>
BU 350	<b>Legal Environment of Business I</b>	<b>3</b>
BU 420	<b>Ethical Business Strategy</b>	<b>3</b>
BU 4xx	<b>Esports Marketing &amp; Branding</b>	
BU 4xx	<b>Esports Event Planning &amp; Management</b>	
Major Elective (Select one of the following courses):		
BU 251	<b>Introduction to Sport Management</b>	<b>3</b>
PS 311	<b>Psychology of Sport</b>	<b>3</b>

PS 330	Psychology of Addiction	3
BU 347	Public Relations	3
SO 360	Sociology of Sport	3
BU 427	Digital Marketing	3
BU 460	Entrepreneurship & Business Planning	3
BU 487	Internship I	2

Note

**NOTE:** Accounting majors are strongly encouraged to participate in an internship (BU 487).

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Financial Economics - FEC - (Bachelor of Science)

**Program Code:** FEC

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

In addition to the outcomes achieved in the Business Administration program, the Financial Economics program develops an understanding of the connection between economics and finance. Students analyze capital markets, risk allocation, diversification of assets, the Federal Reserve System, monetary and fiscal policy, and factors impacting financial decision analysis. Students engage in active learning activities, including case studies and market analyses in specific industries.

### STUDENTS WHO MAJOR IN FINANCIAL ECONOMICS MUST COMPLETE:

BU 105	Contemporary Business	3
BU 110	Business Communications	3
BU 205	Principles of Economics I	3
BU 208	Introduction to International Business	3
BU 210	Principles of Economics II	3
BU 211	Accounting I	3
BU 212	Accounting II	3
CS 219	Business Spreadsheet Applications	3
BU 221	Marketing	3
BU 245	Decision Analysis	3
BU 260	Principles of Management	3
CS 285	Fundamentals of Management Information Systems	3
BU 305	Introduction to Statistics	3
BU 337	Finance	3
BU 350	Legal Environment of Business I	3
BU 400	Quantitative Financial Economics	3
BU 417	Interntl Finance	3
BU 420	Ethical Business Strategy	3
BU 433	Financial Markets I	3
BU 434	Financial Markets II	3
BU 455	Financial Economics	3

Note

**NOTE:** Financial Economics majors are strongly encouraged to participate in an internship (BU 487).

This program is ACBSP-accredited.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

Contact Information:

## Five-Year Combined B.S./M.B.A. - BSMBA - (Bachelor of Arts)

### Program Code: BSMBA

Bachelor of Arts

Combined B.S./M.B.A. degrees are available for currently-enrolled Caldwell University School of Business and Computer Science undergraduate students who are pursuing a business degree. Those students who have achieved junior status (60+ credits) and a cumulative GPA of at least 3.0 may request admission into the Master's program. Once admitted to the Master's program, the student takes a combination of undergraduate courses and graduate courses during the fourth year. Two graduate level courses (BU 520 Advanced Business Strategy and BU 537 Financial Management or BU 525 Advanced Auditing) can be taken during the fourth year, one in the fall and one in the spring. BU 420 Ethical Business Strategy and BU 337 Finance or BU 325 Auditing core business undergraduate courses, respectively, required for a Bachelor's degree in the School of Business and Computer Science will be substituted with the applicable graduate courses. These six credits for graduate-level courses WILL count towards BOTH the student's 120 credit hours required for the undergraduate bachelor's degree as well as towards the 33 credit hours required for the M.B.A. or M.S. in Accounting. The Bachelor's degree will be awarded upon completion of the requirements for this degree. During the fifth year, the student takes up to 15 credit hours each semester of graduate courses required for the M.B.A. or M.S. in Accounting. After completing the remaining 27 credit hours, the student will receive an M.B.A. or M.S. in Accounting.

### Admission Requirements

- Junior status by completing a minimum of 90 credit hours and an overall GPA of 3.0 in a declared School of Business and Computer Science major.
- Completion of a minimum of 12 credit hours of business courses at Caldwell University with a minimum GPA of 3.0 in those courses.
- A reference from School of Business and Computer Science faculty member
- Substantial work experience will be waived for current undergraduate candidates.

### Program Student Learning Outcomes:

M.B.A. program graduates of the university will exhibit proficiency in managing a range of representative business problems and challenges which reflect contemporary global business practices. Our students will be proficient in essential business subjects (accounting, finance, global business, legal and social environment of business, marketing, management, ethics, information systems and business policy) and will be proficient in oral presentations, written communications and IT skills. They will also be able to address real-world business problems with ethical sensitivity and welldeveloped critical thinking and problem solving skills.

In pursuit of this objective, every student is required to take the capstone Integrated Strategic Management Seminar. This course is designed to integrate the skills and academic knowledge covered by students in all their prior graduate business courses. Therefore, the outcomes goal of the program and the Integrated Strategic Management Seminar course will be that our M.B.A. graduates exhibit the following:

- Advanced knowledge of the functional areas of business
- Analytical and critical thinking skills necessary for effective strategic and tactical decision-making
- The ability to comprehend business challenges from the perspective of an upper level executive
- Effective communication skills at the upper executive level in the modern corporation, including proficiency in presentations, and written and verbal expression

The effectiveness of our program in meeting these objectives will be monitored by an annual outcomes assessment report prepared jointly by the Division Associate Dean and the faculty member(s) who has (have) taught the capstone Integrated Strategic Management Seminar capstone course. This written report will be submitted to the Vice President of Academic Affairs, the Director of Graduate Studies and the Office of Institutional Research. In addition, this report will also be circulated to all full-time business faculty members for review. At a subsequent meeting of the School (early in the following academic year) the outcomes assessment report will be discussed in detail and the School will develop a plan to address any shortcomings in the outcomes. Depending on the nature of these shortcomings (if any) the School will formulate changes in curricula with a view to improvement.

**Total Credits 153**

### Contact Information:

## Five-Year Combined B.S./M.S. - BSMS - (Bachelor of Arts)

**Program Code:** BSMS

Bachelor of Arts

A Combined B.S./M.S. in Accounting is available for currently enrolled Caldwell University undergraduate accounting students. When accounting majors have achieved junior status (60+ credits) and have achieved a cumulative GPA of at least 3.0, they may request admission into the M.S. in Accounting program. Once admitted to the master's program, the student takes a combination of undergraduate courses and graduate courses during the fourth year. Two graduate level courses (Advanced Business Strategy and Advanced Auditing) will be taken during the fourth year, one in the fall and one in the spring. The Business Strategy and Auditing core undergraduate courses required for a B.S. in Accounting will be waived. These six credits for graduate level courses will count towards both the student's 120 credit hours required for the undergraduate B.S. in Accounting as well as towards the 30 credit hours required for the M.S. in Accounting. The bachelor's degree will be awarded upon completion of the requirements for the bachelor's degree. During the fifth year, the student exclusively takes 12 credit hours each semester of core and elective graduate courses required for the M.S. in Accounting. After completing the remaining 24 credit hours, the student will receive an M.S. in Accounting.

**ADMISSION REQUIREMENTS** For Combined B.S./M.S. in Accounting

- Junior status by completing a minimum of 60 credit hours and an overall GPA of 3.0
- Declared accounting major
- Completion of a minimum of 12 credit hours of business courses at Caldwell University with a minimum overall GPA of 3.0 in those courses
- A business administration division faculty member recommendation and sponsorship
- Submission of a graduate application
- Submission of a statement of objectives for entering the program
- The substantial business experience requirement will be WAIVED for successful applicants to the combined program

**Total Credits 150**

**Contact Information:**

## Healthcare Administration - HCA - (Bachelor of Science)

**Program Code:** HCA

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Caldwell University's Healthcare Administration Program objectives and student learning outcomes have been developed utilizing the standards set forth by the Association of University Programs in Healthcare Administration ("AUPHA"). Students will achieve the University objectives of communicating effectively orally and in writing, using logical reasoning, and demonstrating information literacy. Students will also achieve the healthcare program objectives of acquiring individual competencies and substantive content competencies. Individual competencies include the ability to use computational skills and critical thinking skills, and evaluate and articulate the societal and cultural context of healthcare administration from the historical, philosophical, social, cultural, economic, political and scientific foundations of healthcare. Substantive content competencies include the ability to evaluate the theoretical and experiential core knowledge of healthcare and apply administrative and policy initiatives in healthcare. Students integrate their internship or work experience into concepts developed in the capstone course, BU 485 Leadership & Organizational Change in Health Care, and produce a comprehensive analysis and presentation on a current topic in healthcare administration.

## COMPLETION OPTIONS

### 1. Traditional Undergraduates

Students can choose the traditional four-year undergraduate route: the Liberal Arts & Science Core Curriculum with major degree requirements and free electives, as follows.

#### LIBERAL ARTS & SCIENCE FOUNDATIONAL CORE AS MAJOR REQUIREMENTS

AT 230	<b>Introduction to Art Therapy</b>	<b>3</b>
OR		
MU 231	<b>Introduction to Music Therapy</b>	<b>3</b>
BI 110	<b>The Human Body</b>	<b>3</b>
PS 150	<b>General Psychology I</b>	<b>3</b>
AND		
SO 334	<b>Sociology of Medicine</b>	<b>3</b>

Students who major in Healthcare Administration must complete:

BU 101	<b>Survey of Economics</b>	<b>3</b>
HS 101	<b>Medical Terminology</b>	<b>2</b>
BU 110	<b>Business Communications</b>	<b>3</b>
OR		
EN 338	<b>Writing For The Professions</b>	<b>3</b>
BU 213	<b>Introduction to Healthcare Administration</b>	<b>3</b>

BU 217	Accounting For Healthcare Managers	3
CS 219	Business Spreadsheet Applications	3
BU 223	Healthcare Marketing	3
BU 260	Principles of Management	3
BU 302	Hc, Budgeting, Finance, & Payment	3
BU 305	Introduction to Statistics	3
OR		
MA 207	Applications of Statistics I	3
OR		
PS 208	Psychological Statistics	3
OR		
BI 212	Biostatistics	1
CS 310	Healthcare Information Systems	3
BU 356	Healthcare Law & Regulation	3
BU 371	Operations Management In Healthcare	3
CS 405	Data Analysis In Healthcare	3
BU 424	Quality & Process Improvement In HC	3
BU 465	Managerial Epidemiology	3
BU 470	Human Resource Management	3
BU 485	Leadership & Organizational Change	3
BU 487	Internship I	2

## 2. Degree Completion Students

Students who already have achieved an Associate degree can choose the degree-completion route of 60\* credits, as follows:

### LIBERAL ARTS & SCIENCE FOUNDATIONAL CORE

TH 102	Introduction to Christian Theology	3
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### LIBERAL ARTS & SCIENCE ENRICHED CORE

One from each of three clusters:

- Catholic & Dominican Tradition
- Global Awareness & Cultural Understanding
- Ethical Inquiry and Applications

### STUDENTS WHO MAJOR IN HEALTHCARE ADMINISTRATION MUST COMPLETE:

\*Prerequisite for students who have achieved an Associate Degree: Business writing (BU 110 Business Communications or equivalent); Statistics (BU 305 Introduction to Statistics or equivalent).

\*\*Students working in a health-related field are exempt from HS 101 Medical Terminology and BU 487 Internship.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Marketing - MKT - (Bachelor of Science)

### Program Code: MKT

Bachelor of Science

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

In addition to the outcomes achieved in the Business Administration program, students in the marketing program apply concepts of the marketing mix, analyze marketing information, and synthesize these factors into a marketing strategy as part of a comprehensive and cohesive marketing plan. Assessments includes case studies, portfolio development, simulations, debates, and internet-based activities.

## STUDENTS WHO MAJOR IN MARKETING MUST COMPLETE:

BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 110	<b>Business Communications</b>	<b>3</b>
BU 205	<b>Principles of Economics I</b>	<b>3</b>
(liberal arts core social science requirement for business majors)		
BU 208	<b>Introduction to International Business</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
CS 285	<b>Fundamentals of Management Information Systems</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BU 337	<b>Finance</b>	<b>3</b>
BU 347	<b>Public Relations</b>	<b>3</b>
BU 350	<b>Legal Environment of Business I</b>	<b>3</b>
BU 360	<b>Advertising</b>	<b>3</b>
BU 416	<b>Selling &amp; Sales Management</b>	<b>3</b>
BU 427	<b>Digital Marketing</b>	<b>3</b>
BU 471	<b>Marketing Management</b>	<b>3</b>

Note

**NOTE:** Marketing majors are strongly encouraged to participate in an internship (BU 487).

This program is ACBSP-accredited.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Sport Management - SPMGT - (Bachelor of Arts)

**Program Code:** SPMGT

Bachelor of Arts

The School of Business and Computer Science provides comprehensive offerings for students seeking either general or specialized degrees in the fields of business and technology. The School of Business and Computer Science offers the following degree programs:

- Business Administration
- Accounting
- Esports Management
- Financial Economics
- Healthcare Administration
- Marketing
- Sport Management
- Computer Science
- Computer Information Systems (Business Systems)
- Computer Information Systems (Information Technology)

Our increasingly-popular five-year tracks (BS/MBA and BS/MS Accounting) are rigorous programs for motivated students seeking to advance their business skills on an expedited basis.

Faculty emphasis extends beyond academics to fostering students' business interpersonal skills and practical experiences through internships and international travel study trips. Business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP) as noted; all other programs are aligned with applicable accreditation standards and will pursue full accreditation when eligible.

### Program Student Learning Outcomes:

Caldwell University's Sport Management Program objectives and student learning outcomes have been developed with through alignment with the standards of specialized accreditation through ACBSP and the Commission on Sport Management Accreditation (COSMA). Students who graduate from the Sport Management program will be proficient in business principles and practices in twelve essential business subjects, and will be proficient in oral presentations, written communications, and information technology skills. Students will also achieve specific Sport Management program objectives by acquiring the ability to plan, manage and market sporting events, organizations and products, to evaluate risk and compliance issues and to develop media skills suitable for sport. Students will also explore ethical issues and leadership skills in sport management.

### STUDENTS WHO MAJOR IN SPORT MANAGEMENT MUST COMPLETE:

BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 110	<b>Business Communications</b>	<b>3</b>
BU 205	<b>Principles of Economics I</b>	<b>3</b>
(liberal arts core social science requirement for business majors)		
BU 208	<b>Introduction to International Business</b>	<b>3</b>
BU 210	<b>Principles of Economics II</b>	<b>3</b>
BU 211	<b>Accounting I</b>	<b>3</b>
BU 212	<b>Accounting II</b>	<b>3</b>
CS 219	<b>Business Spreadsheet Applications</b>	<b>3</b>
BU 221	<b>Marketing</b>	<b>3</b>
BU 251	<b>Introduction to Sport Management</b>	<b>3</b>
CS 285	<b>Fundamentals of Management Information Systems</b>	<b>3</b>
BU 305	<b>Introduction to Statistics</b>	<b>3</b>
BU 331	<b>Sport Ethics</b>	<b>3</b>
BU 333	<b>Sport Marketing &amp; Communication</b>	<b>3</b>
BU 334	<b>Facility Operations &amp; Event Management</b>	<b>3</b>
BU 337	<b>Finance</b>	<b>3</b>
BU 350	<b>Legal Environment of Business I</b>	<b>3</b>
BU 372	<b>Sport Law &amp; Risk Management</b>	<b>3</b>
BU 420	<b>Ethical Business Strategy</b>	<b>3</b>
BU 435	<b>Strat Leadership In Sport Industry</b>	<b>3</b>
Major Elective (Select one of the following courses):		
PS 311	<b>Psychology of Sport</b>	<b>3</b>

BU 347	<b>Public Relations</b>	<b>3</b>
SO 360	<b>Sociology of Sport</b>	<b>3</b>
BU 382	<b>Sports Media</b>	<b>3</b>
BU 460	<b>Entrepreneurship &amp; Business Planning</b>	<b>3</b>
BU 487	<b>Internship I</b>	<b>2</b>

Note

**NOTE:** Sport Management majors are strongly encouraged to participate in an internship (BU 487)

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Certificate in Podcasting - CERTPOD - (Bachelor of Science)

**Program Code:** CERTPOD

Bachelor of Science

Caldwell University is proud to launch a new Certificate in Podcasting, a two-semester, 12-credit program offered through the Department of Communication and Media Studies. The certificate can be completed over the course of an academic year through evening and/or weekend classes.

Podcasting has quickly become a significant communication platform. Influencers, personalities, authors, and experts use podcasts to engage with audiences and build a following. Podcasters entertain, inform, share expertise and opinions, and, increasingly, use their captive audiences to promote products, services, books, tours and more.

### **Program Student Learning Outcomes:**

Students will learn how to develop, edit, and perform podcasts, curate content, and more from Communications Department Chair and seasoned podcaster, Bob Mann. During the independent study course, students will have the opportunity to develop their own podcast.

Areas of focus include:

- Public speaking and radio broadcasting
- Podcast logistics – equipment, platforms, software, set-up costs, etc.
- Legal and copyright concerns
- Content curation
- Audio editing
- Monetization, sponsorship, and promotion

The Certificate in Podcasting consists of four 3-credit courses:

### **Fall:**

CO 230	<b>Communication Skills (Foundational Core and Minor Only)</b>	<b>3</b>
CO 350	<b>Radio Broadcasting And Podcasting</b>	<b>3</b>

### **Spring:**

CO 410	<b>Advanced Podcasting: Perf, Prd, Pur</b>	<b>3</b>
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3-credit Independent Study in Developing an Original Podcast

The 12-credit Podcasting Certificate program is open to applicants with a high school diploma. Classes will generally be held in the evenings. College graduates may be able to opt out of the communication skills class if you've taken a public speaking course.

At a reasonable cost of just \$725 per credit, the complete program costs \$8700 (\$6525 with pre-requisite course satisfied). Financial aid and discounts may be available.

The Podcasting Certificate is currently open to 14 students per semester so space is limited.

**Total Credits 12**

## Communications and Media Studies - COMM - (Bachelor of Arts)

**Program Code:** COMM

Bachelor of Arts

The Communication and Media Studies department at Caldwell University is dedicated to educating and training competitive and skilled media professionals. We offer a unique blend of practical career preparation and communication theory. The major is divided into four concentrations\*: Broadcast Performance and Production, Film Theory and Production, Communication Theory and Communication in Business.

### Program Student Learning Outcomes:

All graduating seniors seeking a B.A. in Communication and Media Studies must take the “capstone course” entitled CO 420 Senior Media Seminar in the fall of their senior year. As in all major courses, a grade of “C” or better must be attained for the course to count toward the major.

## REQUIREMENTS FOR A COMMUNICATION AND MEDIA STUDIES MAJOR

REQUIRED COURSES – All Majors (5 courses)

*All students, regardless of concentration, must take:*

CO 201	Contemporary Mass Media	3
CO 275	Broadcast Journalism	3
CO 310	Video Editing	3
CO 312	Media and Society	3
CO 420	Senior Media Seminar	3

### CHOSEN CONCENTRATION

Take four courses from a chosen concentration. Current course prerequisites apply

### OTHER CONCENTRATIONS

Take any two courses from any of the other concentrations.

## CONCENTRATION DETAILS

### BROADCAST PERFORMANCE AND PRODUCTION (4 course concentration)

CO 210	Television Production	3
CO 305	Television Show Genres	3
CO 311	Media Literacy (Enriched Core and Minor Only)	3
CO 325	Television And Digital Journalism	3
CO 350	Radio Broadcasting And Podcasting	3
BU 382	Sports Media	3

### FILM THEORY AND PRODUCTION (4 course concentration)

CO 250	Film History: Theory and Criticism	3
CO 260	Film Genres	3
CO 314	Seminar in Contemporary Cinema	3
CO 340	Director as Auteur	3
CO 355	Digital Filmmaking	3
CO 402	Screenwriting	3

### COMMUNICATION THEORY (4 course concentration)

CO 250	Film History: Theory and Criticism	3
CO 260	Film Genres	3
CO 305	Television Show Genres	3
CO 340	Director as Auteur	3
CO 355	Digital Filmmaking	3
CO 402	Screenwriting	3

### COMMUNICATION IN BUSINESS (Any 4 of the following courses from the School of Business – Prerequisites apply)

BU 110	Business Communications	3
BU 221	Marketing	3
BU 327	Interntl Marketing	3
BU 360	Advertising	3
BU 427	Digital Marketing	3

Independent Studies and Internships may be substituted for any course in the major other than the four major core courses.

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

Total Credits 120

## Education - Combined B.A./M.A. Program - EDU - (Bachelor of Arts)

**Program Code:** EDU

Bachelor of Arts

**(Must maintain a 3.0 cumulative GPA to remain in this program)**

The purpose of this program is to allow students to complete their course of study over a five-year period, and at the end of that five-year period leave Caldwell University with a bachelor's degree in their chosen major (e.g. biology, mathematics), elementary education K-6 certification or K-12 teaching certification in their major, and an M.A. in Curriculum and Instruction admission requirements.

**The coursework focuses in three main areas of study:**

1. The core curriculum
2. The content area or subject matter major (e.g. biology, mathematics, English and social studies)
3. Education coursework leading to a teaching credential and graduate degree

### Admission Requirements

Students applying to Caldwell University can also apply to the Five-year Combined B.A./M.A. program. These students must have a cumulative high school GPA of 3.50 and SAT scores of 1050 (on verbal and math sections). Students will begin this program first semester freshman year. For transfer students who wish to enter the program, they must have a cumulative high school GPA of 3.50, SAT scores of 1050 (on verbal and math sections only), and a cumulative college GPA of 3.50. Students must also pass all three parts of the Praxis I: Core Academic Skills for Educators (#5751) in order to be accepted to the Education program and to continue taking any Education courses after ED 206. This program may take longer for transfer students. All students must maintain a cumulative GPA of 3.0 to remain in the program.

### Program Student Learning Outcomes:

**(Student Teaching – 15 weeks)**

Prior to admission into student teaching (courses ED 470 & ED 475), all students must have a cumulative GPA of 3.0 or higher. Students must achieve a passing score on the appropriate Praxis examination and demonstrate successful acquisition of Caldwell University Teacher Education Accreditation Council (TEAC) claims. The NJPTS standards for Teacher Baccalaureate Pre-Service Programs are required to complete student teaching. The culminating field experience requirement in student teaching is placement in an approved school setting under the supervision of a cooperating teacher and a university supervisor. A formal application must be submitted to the Director of Field Placement according to the guidelines established by the School of Education. No additional courses will be allowed during student teaching.

## Undergraduate Education Courses

ED 206 9-hour field requirement	<b>Philosophical and Historical Foundations of School Curriculum for General and Special Education</b>	<b>3</b>
ED 331 40-hour field requirement	<b>Introduction to the Education of Exceptional Children and Children with Autism</b>	<b>3</b>
ED 340 40-hour field requirement	<b>Teaching Reading/Language Arts, Elementary</b>	<b>3</b>
ED 348 40-hour field requirement	<b>Secondary Content Area Learning and Literacy</b>	<b>3</b>
ED 470	<b>Student Teaching</b>	<b>3</b>
ED 475	<b>Student Teaching Seminar</b>	<b>3</b>

## Graduate Education Courses Leading to the M.A. in Curriculum and Instruction

ED 447	<b>Instructional Technology</b>	<b>3</b>
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\*For students in this program, these three courses will be considered graduate level, and, therefore, will be expected to complete additional assignments.

ED 448E	<b>Instructional Design I: Methods of Teaching Elementary School Mathematics</b>	<b>3</b>
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\*For students in this program, these three courses will be considered graduate level, and, therefore, will be expected to complete additional assignments.

OR

ED 448S	<b>Instructional Design I: Methods of Teaching Secondary Education</b>	<b>3</b>
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\*For students in this program, these three courses will be considered graduate level, and, therefore, will be expected to complete additional assignments.

ED 449E	<b>Instructional Design II: Methods of Teaching Elementary Social Studies and Science</b>	<b>3</b>
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\*For students in this program, these three courses will be considered graduate level, and, therefore, will be expected to complete additional assignments.

OR

ED 449S	<b>Instructional Design II: Methods of Teaching Secondary Education</b>	<b>3</b>
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\*For students in this program, these three courses will be considered graduate level, and, therefore, will be expected to complete additional assignments.

ED 580	<b>Models of Teaching and Instruction</b>	<b>3</b>
ED 590	<b>Curricula in a Multicultural Society</b>	<b>3</b>
ED 598	<b>Strategies for Curriculum Change and Development</b>	<b>3</b>
ED 599	<b>Integrating Technology into Curriculum Design and Classroom Instruction</b>	<b>3</b>
ED 610	<b>Educational Research I</b>	<b>3</b>
ED 611	<b>Educational Research II</b>	<b>3</b>
ED 575	<b>Ethics, Education and Society</b>	<b>3</b>

Electives – 6 credits in Graduate Education courses

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

## Elementary Education ( K-6 Certification ) - EED - (Bachelor of Arts)

**Program Code:** EED

Bachelor of Arts

The School of Education offers a B.A. in Elementary Education and a B.A. in Secondary Education.

Students seeking admission to the School of Education must declare a first major in art, biology, chemistry, English, mathematics, music, psychology, social studies, or Spanish and a second major in elementary or secondary education.

Please refer to [www.caldwell.edu/academics/academic-departments/departments-of-education](http://www.caldwell.edu/academics/academic-departments/departments-of-education) for current NJ Dept. of Education regulations.

### Program Student Learning Outcomes:

#### (Student Teaching – 15 weeks)

Prior to admission into student teaching (courses ED 470 & ED 475), all students must have a cumulative GPA of 3.0 or higher. Students must achieve a passing score on the appropriate Praxis examination and demonstrate successful acquisition of Caldwell University Teacher Education Accreditation Council (TEAC) claims. The NJPTS standards for Teacher Baccalaureate Pre-Service Programs are required to complete student teaching. The culminating field experience requirement in student teaching is placement in an approved school setting under the supervision of a cooperating teacher and a university supervisor. A formal application must be submitted to the Director of Field Placement according to the guidelines established by the School of Education. No additional courses will be allowed during student teaching.

ED 206	<b>Philosophical and Historical Foundations of School Curriculum for General and Special Education</b>	<b>3</b>
ED 331	<b>Introduction to the Education of Exceptional Children and Children with Autism</b>	<b>3</b>
ED 340	<b>Teaching Reading/Language Arts, Elementary</b>	<b>3</b>
ED 447	<b>Instructional Technology</b>	<b>3</b>
ED 448E	<b>Instructional Design I: Methods of Teaching Elementary School Mathematics</b>	<b>3</b>
ED 449E	<b>Instructional Design II: Methods of Teaching Elementary Social Studies and Science</b>	<b>3</b>
ED 470	<b>Student Teaching</b>	<b>3</b>
ED 475	<b>Student Teaching Seminar</b>	<b>3</b>

Note

*Students must pass the appropriate Praxis before Student Teaching.*

### Additional Endorsements

Teacher of Preschool through Grade Three (PreK-3)

ED 332	<b>Methods in Early Childhood Education</b>	<b>3</b>
ED 333	<b>Curriculum in Early Childhood Education</b>	<b>3</b>

Elementary School with Subject Matter Specialization (Grades 5-8)

**K-6 requirements**

ED 348	<b>Secondary Content Area Learning and Literacy</b>	<b>3</b>
PS 216	<b>Adolescent Psychology</b>	<b>3</b>

*Plus content area courses specified by that department.*

**Students must pass the appropriate Praxis for these certifications before Student Teaching.**

**Note:** The university does not ensure that the student will complete these requirements in a four-year sequence.

Teacher of Students with Disabilities (TOSD)

**K-6 or K12 requirements**

ED 351	<b>Assessment Issues</b>	<b>3</b>
ED 360	<b>Behavior Management Strategies for Students with Autism Inclusive and Self-Contained Classrooms</b>	<b>3</b>
ED 380	<b>Specialized Reading Instruction</b>	<b>3</b>
ED 460	<b>Inclusive Practices</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## Secondary Education (K-12 Certification) - BASE - (Bachelor of Arts)

**Program Code:** BASE

Bachelor of Arts

The School of Education offers a B.A. in Elementary Education and a B.A. in Secondary Education.

Students seeking admission to the School of Education must declare a first major in art, biology, chemistry, English, mathematics, music, psychology, social studies, or Spanish and a second major in elementary or secondary education.

Please refer to [www.caldwell.edu/academics/academic-departments/departments-of-education](http://www.caldwell.edu/academics/academic-departments/departments-of-education) for current NJ Dept. of Education regulations.

### Program Student Learning Outcomes:

#### (Student Teaching – 15 weeks)

Prior to admission into student teaching (courses ED 470 & ED 475), all students must have a cumulative GPA of 3.0 or higher. Students must achieve a passing score on the appropriate Praxis examination and demonstrate successful acquisition of Caldwell University Teacher Education Accreditation Council (TEAC) claims. The NJPTS standards for Teacher Baccalaureate Pre-Service Programs are required to complete student teaching. The culminating field experience requirement in student teaching is placement in an approved school setting under the supervision of a cooperating teacher and a university supervisor. A formal application must be submitted to the Director of Field Placement according to the guidelines established by the School of Education. No additional courses will be allowed during student teaching.

ED 206	<b>Philosophical and Historical Foundations of School Curriculum for General and Special Education</b>	<b>3</b>
ED 331	<b>Introduction to the Education of Exceptional Children and Children with Autism</b>	<b>3</b>
ED 348	<b>Secondary Content Area Learning and Literacy</b>	<b>3</b>
ED 447	<b>Instructional Technology</b>	<b>3</b>
ED 448S	<b>Instructional Design I: Methods of Teaching Secondary Education</b>	<b>3</b>
ED 449S	<b>Instructional Design II: Methods of Teaching Secondary Education</b>	<b>3</b>
ED 470	<b>Student Teaching</b>	<b>3</b>
ED 475	<b>Student Teaching Seminar</b>	<b>3</b>

Note

*Students must pass the appropriate Praxis before Student Teaching.*

## Additional Endorsements

### Teacher of Preschool through Grade Three (PreK-3)

ED 332	<b>Methods in Early Childhood Education</b>	<b>3</b>
ED 333	<b>Curriculum in Early Childhood Education</b>	<b>3</b>

Elementary School with Subject Matter Specialization (Grades 5-8)

### K-6 requirements

ED 348	<b>Secondary Content Area Learning and Literacy</b>	<b>3</b>
PS 216	<b>Adolescent Psychology</b>	<b>3</b>

*Plus content area courses specified by that department.*

**Students must pass the appropriate Praxis for these certifications before Student Teaching.**

**Note:** The university does not ensure that the student will complete these requirements in a four-year sequence.

### Teacher of Students with Disabilities (TOSD)

#### K-6 or K12 requirements

ED 351	<b>Assessment Issues</b>	<b>3</b>
ED 360	<b>Behavior Management Strategies for Students with Autism Inclusive and Self-Contained Classrooms</b>	<b>3</b>
ED 380	<b>Specialized Reading Instruction</b>	<b>3</b>
ED 460	<b>Inclusive Practices</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## English - ENG - (Bachelor of Arts)

**Program Code:** ENG

Bachelor of Arts

The department offers a B.A. degree in English.

### Program Student Learning Outcomes:

As a final requirement for graduation, English majors are expected to write a comprehensive essay demonstrating their mastery of clear purposeful prose and the tools of literary analysis; the essay must integrate insights from several periods and genres in English, American, and world literature. A student whose comprehensive essay is judged inadequate by the English faculty will have the opportunity to retake the test. Students who do not complete this requirement will not be able to obtain a degree in English. Post-baccalaureate, second degree and alternate route students taking 30 credits in English do not need to take the comprehensive examination. Note: Students must have a 2.0 grade point average in the major to take the examination

### STUDENTS WHO MAJOR IN ENGLISH MUST COMPLETE:

EN 301	<b>Masterpieces of Western Literature</b>	<b>3</b>
EN 306	<b>English Literature</b>	<b>3</b>
EN 410	<b>Capstone E-Portfolio Project</b>	<b>3</b>

EN 305	<b>American Literature</b>	<b>3</b>
Requirement for Secondary Certification		
OR		
EN 313	<b>The American Novel</b>	<b>3</b>
EN 401	<b>Shakespeare: Plays of Politics</b>	<b>3</b>
OR		
EN 417	<b>Shakespeare: Plays of Love</b>	<b>3</b>

and a minimum of five additional courses 300-level and above.

Students may substitute the following 200-level courses:

EN 207 Global Literature

EN 221 Woman in Literature

EN 226 Psychology in Literature

EN 229 Literature and the Arts

**Students must attain a minimum grade of C in all courses applied to the English major.**

### Requirements for Elementary School with Subject Matter Specialization Endorsement (Middle School):

EN 305	<b>American Literature</b>	<b>3</b>
EN 301	<b>Masterpieces of Western Literature</b>	<b>3</b>
OR		
EN 306	<b>English Literature</b>	<b>3</b>

In addition to the required courses, students seeking middle school endorsement must choose three upper division English courses (300- or 400-level).

Students may substitute the 200-level courses listed above.

### CREATIVE WRITING AND PERFORMANCE CONCENTRATION

English majors wishing to concentrate on writing and/or performance must complete the following:

- 5 required courses for the English major
- 3 upper-level literature electives
- any 3 electives from among the following writing/performance courses:

DR 202	<b>Great Drama in Performance</b>	<b>3</b>
DR 203	<b>Modern and Contemporary Drama in Performance</b>	<b>3</b>
DR 204	<b>Shakespeare in Performance</b>	<b>3</b>
EN 319	<b>Writing the Self in Poetry &amp; Prose</b>	
EN 320	<b>Writing Power</b>	<b>3</b>
EN 323	<b>Journal Editing: Presence</b>	<b>3</b>
EN 338	<b>Writing For The Professions</b>	<b>3</b>
EN 406	<b>Creative Writing</b>	<b>3</b>

Students concentrating in these areas must write the same comprehensive essay for outcomes assessment as all English majors.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## History - HIS - (Bachelor of Arts)

### Program Code: HIS

Bachelor of Arts

The Department of History and Political Science at Caldwell University offers B.A. degrees in history, political science and social studies. Students may also choose to pursue New Jersey State Teacher Certification K–12.

Special opportunities for majors include a variety of internship and cooperative education programs available with local government administrators, the New Jersey Historical Society, and the Grover Cleveland Birthplace. A Washington Semester program is available through American University, and study abroad options are possible. Independent study projects in all areas of history and political science are open to majors. Students may aspire to membership in Phi Alpha Theta, the international history honor society, and to Pi Sigma Alpha, the national political science honor society.

### Program Student Learning Outcomes:

As a requirement for graduation, all department majors must complete one of the senior seminars designated for their specific discipline. In order to fulfill the Department's Outcomes Assessment requirement, students must also enroll in HI/PO 492 Research Seminar at the same time they are taking one of the senior seminars. In HI/PO 492 majors will be required to complete a substantial research paper according to guidelines that are uniform across the department. The outcomes assessment process is designed to demonstrate student ability to use appropriate sources, to understand historical interpretation, to research effectively, to organize a large body of information in a meaningful way, to write clearly, to revise written work based on faculty input, and to discuss research results comfortably and intelligently before a wider audience. In keeping with standard university policy, all majors must earn a final grade of C or better in both the senior seminar and in HI/PO 492. If a student receives a grade of C or better in HI/PO 492 but fails to achieve that grade in their senior seminar then the student will need to take another senior seminar in order to complete major requirements. Should a student receive a C or better in their senior seminar but fail to achieve that grade in HI/PO 492 the student will be offered the opportunity to take an incomplete for the course so that they can continue to work on their research project until it is of sufficient quality. Results of the process each year are used to improve the department curriculum and strengthen course requirements, especially in the area of student research and writing.

### STUDENTS WHO MAJOR IN HISTORY MUST COMPLETE:

HI 203	<b>The Growth of the American Nation I</b>	<b>3</b>
HI 204	<b>The Growth of the American Nation II</b>	<b>3</b>
One (1) course in European history		
Two (2) courses in American history		
Two (2) courses in Global history		
Two (2) electives in history		
HI 492	<b>Research Seminar</b>	<b>3</b>
SENIOR SEMINAR (choose one of the below):		
HI 455	<b>Europe Since 1945</b>	<b>3</b>
HI 440	<b>Recent America</b>	<b>3</b>
HI 432	<b>Contemporary Issues and Problems in World Politics</b>	<b>3</b>
HI 407	<b>Colonial America</b>	<b>3</b>

The department encourages history majors to take some courses in statistics and computer science. Although not required, the concurrent study of a modern language and the use of source materials in that language for student research is highly recommended. A reading knowledge of at least one modern language is necessary for graduate study in history

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Political Science - POL - (Bachelor of Arts)

**Program Code:** POL

Bachelor of Arts

The Department of History and Political Science at Caldwell University offers B.A. degrees in history, political science and social studies. Students may also choose to pursue New Jersey State Teacher Certification K–12.

Special opportunities for majors include a variety of internship and cooperative education programs available with local government administrators, the New Jersey Historical Society, and the Grover Cleveland Birthplace. A Washington Semester program is available through American University, and study abroad options are possible. Independent study projects in all areas of history and political science are open to majors. Students may aspire to membership in Phi Alpha Theta, the international history honor society, and to Pi Sigma Alpha, the national political science honor society.

### STUDENTS WHO MAJOR IN POLITICAL SCIENCE MUST COMPLETE:

PO 225	<b>American Government</b>	<b>3</b>
PO 362	<b>International Relations</b>	<b>3</b>
OR		
PO 364	<b>Comparative Government</b>	<b>3</b>
PO 372	<b>Introduction to Public Administration</b>	<b>3</b>
OR		
PO 375	<b>Public Policy</b>	<b>3</b>
PO 453	<b>History of Political Theory</b>	<b>3</b>
PO 492	<b>Research Seminar</b>	<b>3</b>

Five (5) additional departmental offerings in Political Science

### SENIOR SEMINAR (choose one of the below):

HI 407	<b>Colonial America</b>	<b>3</b>
HI 440	<b>Recent America</b>	<b>3</b>
HI 455	<b>Europe Since 1945</b>	<b>3</b>
HI 432	<b>Contemporary Issues and Problems in World Politics</b>	<b>3</b>

Political Science majors should take PO 125 Understanding the Political World as one of the required Social Science courses for the core curriculum.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Social Studies - SST - (Bachelor of Arts)

### Program Code: SST

Bachelor of Arts

The Department of History and Political Science at Caldwell University offers B.A. degrees in history, political science and social studies. Students may also choose to pursue New Jersey State Teacher Certification K–12.

Special opportunities for majors include a variety of internship and cooperative education programs available with local government administrators, the New Jersey Historical Society, and the Grover Cleveland Birthplace. A Washington Semester program is available through American University, and study abroad options are possible. Independent study projects in all areas of history and political science are open to majors. Students may aspire to membership in Phi Alpha Theta, the international history honor society, and to Pi Sigma Alpha, the national political science honor society.

### Program Student Learning Outcomes:

As a requirement for graduation, all department majors must complete one of the senior seminars designated for their specific discipline. In order to fulfill the Department's Outcomes Assessment requirement, students must also enroll in HI/PO 492 Research Seminar at the same time they are taking one of the senior seminars. In HI/PO 492 majors will be required to complete a substantial research paper according to guidelines that are uniform across the department. The outcomes assessment process is designed to demonstrate student ability to use appropriate sources, to understand historical interpretation, to research effectively, to organize a large body of information in a meaningful way, to write clearly, to revise written work based on faculty input, and to discuss research results comfortably and intelligently before a wider audience. In keeping with standard university policy, all majors must earn a final grade of C or better in both the senior seminar and in HI/PO 492. If a student receives a grade of C or better in HI/PO 492 but fails to achieve that grade in their senior seminar then the student will need to take another senior seminar in order to complete major requirements. Should a student receive a C or better in their senior seminar but fail to achieve that grade in HI/PO 492 the student will be offered the opportunity to take an incomplete for the course so that they can continue to work on their research project until it is of sufficient quality. Results of the process each year are used to improve the department curriculum and strengthen course requirements, especially in the area of student research and writing.

### STUDENTS WHO MAJOR IN SOCIAL STUDIES MUST COMPLETE:

HI 203	<b>The Growth of the American Nation I</b>	<b>3</b>
HI 204	<b>The Growth of the American Nation II</b>	<b>3</b>
AN 225	<b>Cultural Anthropology</b>	<b>3</b>
GY 335	<b>World Geography: Concepts and Regions</b>	<b>3</b>
BU 101	<b>Survey of Economics</b>	<b>3</b>
<b>Three (3) of the following courses (one must be global history):</b>		
HI 103	<b>The West and the World: 1945 to the Present</b>	<b>3</b>
HI 210	<b>Women in the Western Tradition</b>	<b>3</b>
HI 211	<b>Women in American History and Politics</b>	<b>3</b>
HI 213	<b>The History of New Jersey</b>	<b>3</b>
HI 218	<b>The Holocaust</b>	<b>3</b>
HI 220	<b>African American History</b>	<b>3</b>
HI 250	<b>The Vietnam War</b>	<b>3</b>
HI 317	<b>Native American History</b>	<b>3</b>
HI 331	<b>History and Politics of Asia</b>	<b>3</b>
HI 338	<b>History and Politics of the Middle East</b>	<b>3</b>
<b>One (1) Political Science course selected from the following:</b>		
PO 225	<b>American Government</b>	<b>3</b>
PO 362	<b>International Relations</b>	<b>3</b>
HI 492	<b>Research Seminar</b>	<b>3</b>
<b>SENIOR SEMINAR: One (1) course selected from the following:</b>		
HI 407	<b>Colonial America</b>	<b>3</b>
HI 440	<b>Recent America</b>	<b>3</b>
HI 455	<b>Europe Since 1945</b>	<b>3</b>
HI 432	<b>Contemporary Issues and Problems in World Politics</b>	<b>3</b>

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 120**

Contact Information:

## Mathematics - MA - (Bachelor of Arts)

### Program Code: MA

Bachelor of Arts

The department offers a B.A. in Mathematics and a Minor in Mathematics.

### Program Student Learning Outcomes:

Students are required to successfully complete the course MA 450 Coordinating Seminar. This course reviews the mathematics concepts that students learned in their major required courses and introduces new topics that are not covered in the major courses. In addition, this course is designed to assess the students' understanding of important concepts and mathematical techniques in these courses, their ability to see the connectivity among the different areas of mathematics, and their ability to communicate mathematics in a clear and coherent manner. Students are given a set of essay questions to be researched in this course. These questions are broad in nature and deal with the underlying concepts that tie together the different areas in the major. An oral presentation of one of the questions is required. Results of the outcomes assessment are used by faculty to determine if content of the courses or the curriculum needs to be revised.

### Students who major in mathematics must complete:

MA 207	Applications of Statistics I	3
MA 214	Linear Algebra	3
MA 220	Calculus I	4
MA 221	Calculus II	4
MA 307	Modern Geometry	3
MA 309	Foundations of Mathematics	3
MA 413	Integrating Technology into Mathematics	3
MA 324	Calculus III	4
MA 325	Calculus IV	3
MA 420	Abstract Algebra	3
MA 450	Coordinating Seminar	1
Elective 200 level or above	Mathematics Requirement	3
Elective 200 level or above	Mathematics Requirement	3
Elective 200-level or above	Mathematics Requirement	3

### Requirements for a Mathematics Major with a Double Major in Education

Requirements for a Mathematics Major with a Double Major in Education

Students who major in mathematics must meet the requirements for a mathematics major and all the requirements of the School of Education concerning admission, continuance, and completion of the program.

### Requirements for Elementary School with Subject Matter Specialization: Mathematics Grades 5-8 (Middle School Mathematics) Certification

Requirements for Elementary School with Subject Matter Specialization: Mathematics Grades 5-8 (Middle School Mathematics) Certification

Candidates for the Mathematics Middle School Certification are required to complete a minimum of 15 credits in mathematics.

Courses offered at Caldwell University for certification are:

MA 105	Mathematics For Liberal Arts	3
MA 106	Mathematics For Social Sciences	3
MA 113	College Algebra	3
MA 116	Explorations Of Mathematics	3
MA 117	Mathematical Perspectives	3
MA 125	Mathematics without Numbers	3
MA 130	Foundations of Analysis I	3
MA 131	Foundations Of Analysis II	3
MA 207	Applications of Statistics I	3
MA 214	Linear Algebra	3
MA 216	Linear Algebra II	3

MA 218	History Of Mathematics	3
MA 220	Calculus I	4

### Actuarial Science Concentration (35 Credits)

#### Background and Rationale:

Actuarial Science is an area of study that analyzes and assesses the financial impact of risk. There exists a need to forecast financial risk to improve decision-making in many businesses and government agencies. To successfully address this growing field, the Mathematics Department and the School of Business have designed an in

#### Mathematics (17 Credits)

MA 220	Calculus I	4
MA 221	Calculus II	4
MA 214	Linear Algebra	3
MA 311	Probability & Statistics I	3
MA 312	Probability & Statistics II	3

#### BUSINESS (18 CREDITS)

##### Business (18 Credits)

BU 211	Accounting I	3
BU 212	Accounting II	3
BU 205	Principles of Economics I	3
BU 210	Principles of Economics II	3
BU 337	Finance	3
CS 219	Business Spreadsheet Applications	3

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 120**

## **Academic Minors - MINOR - (Bachelor of Arts)**

**Program Code:** MINOR

Bachelor of Arts

Students who wish to may group a set of elective courses as a minor. Minors are noted on students' transcripts as a way of recognizing that they have, over and above their required major program, also concentrated to a lesser degree in one or more other areas. A minor is constituted by a group of courses (determined by each department) amounting to at least 18 credits in one of the following areas:

The following minors are available. More details on each can be found on the [Minors page](#) within the Academics content section of the catalog.

**ACCOUNTING MINOR**

**AMERICAN SIGN LANGUAGE MINOR**

**ART MINOR**

**ART HISTORY MINOR**

**BIOLOGY MINOR**

**BUSINESS ADMINISTRATION MINOR**

**CHEMISTRY MINOR**

**COMPUTER INFORMATION SYSTEMS MINOR**

**COMMUNICATION AND MEDIA STUDIES MINOR**

**IN CRIMINAL FORENSICS MINOR**

**DRAMA MINOR**

**ENGLISH MINOR**

**FINANCE MINOR**

**GLOBAL BUSINESS MINOR**

**GRAPHIC DESIGN MINOR**

**HEALTHCARE ADMINISTRATION MINOR**

**HUMAN RESOURCE MANAGEMENT MINOR**

**ESS MINORS MINOR**

**ART DIRECTION MINOR**

**GRAPHIC DESIGN MINOR**

**PRE-LAW MINOR**

**COPYWRITING MINOR**

**INTERNET COMMUNICATIONS MINOR**

**MEDIA PRODUCTION MINOR**

**MUSIC INDUSTRY MINOR**

**MANAGEMENT**

**MANAGEMENT INFORMATION SYSTEMS MINOR**

**MARKETING MINOR**

**MATHEMATICS MINOR**

**MUSEUM STUDIES MINOR**

**PSYCHOLOGY MINOR**

**SMALL BUSINESS ENTREPRENEURSHIP MINOR**

**SPANISH, ITALIAN AND FRENCH MINOR**

**SPORTS MANAGEMENT MINOR**

**SOCIOLOGY or CRIMINAL JUSTICE MINOR**

**THEOLOGY AND PHILOSOPHY MINOR**

## Applied Language: Helping Professions Track - ALHP - (Bachelor of Arts)

**Program Code:** ALHP

Bachelor of Arts

Our dedicated and creative instructors and scholars share a commitment to excellence in teaching Spanish, French, Italian, Applied Language and American Sign Language. We prepare our students to participate in a global world by providing them with proficiency in these languages, as well as an in-depth study of literature, history, fine arts, social and business practices. Our graduates have careers in tourism, banking, marketing, teaching, healthcare, law enforcement, social services and communications. Caldwell University students develop critical thinking skills needed to explore other cultures, historical periods and what makes them relevant today.

The department offers a B.A. in Spanish, B.A. in Applied Language as well as minors in French, Italian and Spanish, and American Sign Language.

### B.A. in Applied Language: Helping Professions Track (42 credits)

Language courses (21 credits):

SP 201	Intermediate Spanish I	3
SP 202	Intermediate Spanish II	3
SP 321	Advanced Spanish Grammar I	3
SP 325	Spanish Conversation and Composition I	3
SP 326	Spanish Conversation and Composition II	3
SP 329	Hispanic Civilization I	3
SP 330	Hispanic Civilization II	3

Helping Professions courses (21 credits):

PS 261	Interpersonal Relations	3
PS 313	Counseling Psychology	3
PS 318	Cross-Cultural Psychology	3
SO 330	Sociology of Marriage and the Family	3
SO 323	Sociology of Racial and Cultural Groups	3
SO 410a	Seminar: Topics in Anthropology, Sociology, and Criminal Justice	3
LA 487	Field Internship (Outcomes Assessment)	

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 120**

Contact Information:

## Applied Language: Public Policy Track - ALPP - (Bachelor of Arts)

**Program Code:** ALPP

Bachelor of Arts

Our dedicated and creative instructors and scholars share a commitment to excellence in teaching Spanish, French, Italian, Applied Language and American Sign Language. We prepare our students to participate in a global world by providing them with proficiency in these languages, as well as an in-depth study of literature, history, fine arts, social and business practices. Our graduates have careers in tourism, banking, marketing, teaching, healthcare, law enforcement, social services and communications. Caldwell University students develop critical thinking skills needed to explore other cultures, historical periods and what makes them relevant today.

The department offers a B.A. in Spanish, B.A. in Applied Language as well as minors in French, Italian and Spanish, and American Sign Language.

### B.A. in Applied Language: Public Policy Track (42 credits)

Language courses (21 credits):

SP 201	Intermediate Spanish I	3
SP 202	Intermediate Spanish II	3
SP 321	Advanced Spanish Grammar I	3
SP 325	Spanish Conversation and Composition I	3
SP 326	Spanish Conversation and Composition II	3
SP 329	Hispanic Civilization I	3
SP 330	Hispanic Civilization II	3

Public Policy courses (21 credits):

PO 225	American Government	3
PO 230	State and Local Government	3
PO 372	Introduction to Public Administration	3
PO 375	Public Policy	3
SO 224	Social Change	3
SO 231	Sociology of Poverty	3
LA 487	Field Internship (Outcomes Assessment)	

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 120**

Contact Information:

## Spanish - SPA - (Bachelor of Arts)

**Program Code:** SPA

Bachelor of Arts

Our dedicated and creative instructors and scholars share a commitment to excellence in teaching Spanish, French, Italian, Applied Language and American Sign Language. We prepare our students to participate in a global world by providing them with proficiency in these languages, as well as an in-depth study of literature, history, fine arts, social and business practices. Our graduates have careers in tourism, banking, marketing, teaching, healthcare, law enforcement, social services and communications. Caldwell University students develop critical thinking skills needed to explore other cultures, historical periods and what makes them relevant today.

The department offers a B.A. in Spanish, B.A. in Applied Language as well as minors in French, Italian and Spanish, and American Sign Language.

### Program Student Learning Outcomes:

In addition to passing all Spanish courses with a grade of C or better, all majors must receive a satisfactory score on the Spanish: World Language subject area test of the National Teacher's Exam (Praxis Series II). Arrangements are made with the Department Chair. This test demonstrates competence in the following areas: listening and reading comprehension, grammar, speaking skills, culture, literature, geography and history. The department reviews the results periodically and adjusts the content of the courses accordingly.

**Note: For Secondary Education/Spanish majors:** *Graduates are also required to take the ACTFL Oral Proficiency Interview (OPI) and pass it at a minimum level of "advanced-low" in order to be certified in the State of New Jersey. Contact the Department Chair for further information.*

*Spanish majors, after consultation with their academic advisor, must complete 10 of the following courses. Four of which must be at the 400 level:*

SP 321	<b>Advanced Spanish Grammar I</b>	<b>3</b>
SP 322	<b>Advanced Spanish Grammar II</b>	<b>3</b>
SP 325	<b>Spanish Conversation and Composition I</b>	<b>3</b>
SP 326	<b>Spanish Conversation and Composition II</b>	<b>3</b>
SP 329	<b>Hispanic Civilization I</b>	<b>3</b>
SP 330	<b>Hispanic Civilization II</b>	<b>3</b>
SP 341	<b>Seminar in a Spanish Speaking Country</b>	<b>3</b>
SP 390	<b>Children's Literature</b>	<b>3</b>
SP 401	<b>Spanish Literature I</b>	<b>3</b>
SP 402	<b>Spanish Literature II</b>	<b>3</b>
SP 403	<b>Survey of Spanish American Literature</b>	<b>3</b>
SP 404	<b>The Contemporary Spanish American Novel</b>	<b>3</b>
SP 408	<b>The Spanish American Short Story</b>	<b>3</b>
SP 409	<b>Topics in Spanish Studies</b>	<b>3</b>
SP 423	<b>Hispanic Caribbean Literature</b>	<b>3</b>
SP 499	<b>Independent Study</b>	<b>3</b>

LA 301	<b>Introduction to Language</b>	
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OR

FI	<b>Field Internship</b>	<b>3</b>
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The department recommends that students with a major in Spanish complete at least two years of study in a second modern language.

**NOTE:** Spanish majors and department minors are encouraged, or sometimes required, to study abroad in order to obtain the necessary fluency.

Fluency will be evaluated in an oral interview as well as in a writing sample. Departmental faculty recommendations will also be taken into account. Our majors have studied in Granada and Segovia, Spain and in Rennes, France, among other places.

### Academic Standing

At the end of any semester during the junior or senior year, the cumulative average of all courses taken in the major must be a 2.0 or above, otherwise the student will be placed on academic probation.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Music - MUS - (Bachelor of Arts)

### Program Code: MUS

Bachelor of Arts

The department offers a B.A. in Music. This program of study is an excellent subject area for Elementary Education majors and for Secondary Education majors pursuing certification to teach grades K-12.

### Program Student Learning Outcomes:

Each music major is required to present either a senior recital with prepared program notes or a senior project (paper and lecture presentation) during their senior year. This 1 credit, independent study (MU 495/496) will be graded and, if necessary, re-taken according to university policy. The student's advisor/major teacher and at least one other faculty member will be present at the performance to provide a written evaluation and the final grade. The music history and theory faculty members will assist in assessing research and analysis portions of the outcomes assessment project. Procedures and requirements are available from the department chair.

Music Education Majors seeking K-12 certification in music, must fulfill the requirements set by the Education Department before student teaching during their last semester. Students are required to fulfill practical field experience as part of several education courses and will be placed appropriately into a variety of classes, K-12, including both instrumental and vocal music, to prepare them for this final semester. During Student Teaching, students teach full time in designated schools and attend a weekly university seminar. Students are under the direction of a Master Music teacher and a university supervisor who is certified in music education.

### STUDENTS WHO MAJOR IN MUSIC MUST COMPLETE:

MU 103	Theory I	3
MU 104	Theory II	3
MU 118	Sight-Singing and Ear Training I	1
MU 119	Sight-Singing and Ear Training II	1
MU 126	Keyboard Harmony I	1
MU 127	Keyboard Harmony II	1
MU 136	Orchestra	1
MU 137	Marching Band	1
MU 203	Theory III	3
MU 218	Sight Singing and Ear Train III	1
MU 226	Keyboard Harmony III	1
MU 310	Conducting	1
MU 318	History & Literature Of Music I	3
MU 319	History & Literature Of Music II	3
MU 323	Arranging	2
MU 350	Introduction to Computers In Music	3
MU 425	Style, Form and Analysis	3
MU 495	Independent Study — Senior Recital	1

Music elective courses totaling six credits: choose from MU 212, MU 220, MU 221, MU 231, MU 240, MU 250, MU 255, MU 260 or MU 325.

### SEVENTEEN (17) CREDITS IN APPLIED MUSIC/ENSEMBLE COURSES

(As directed by the advisor or department chair)

#### Applied Music requirements:

- (1 cr) MU 100E or 101E Voice Class – All Music Majors
- (8 cr) MU 101–402 Applied Music on individual instruments OR Singers will take 7 credits of Applied Music (MU 101-401) plus 1 credit of piano or guitar
- (0 cr) MU 225 Performance Class – six semesters

#### Ensemble requirements:

Eight (8) credits from one or more of the following groups:

MU 125	University Chorale	1
MU 130	Opera/Musical Theatre Workshop	1
MU 135	Wind Ensemble	1
MU 140	Jazz Ensemble	1

All instrumentalists participate in chamber ensembles (MU 141) as required (see chamber ensemble requirement).

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

Total Credits 120

## Biology - BIO - (Bachelor of Arts)

### Program Code: BIO

Bachelor of Arts

The department offers a B.A. in Biology; a B.A. in Chemistry; a B.S. in Health Science; and a B.S. in Medical Technology. A pre-medical post-baccalaureate certificate program is also available to college graduates who wish to complete requirements for admission to medical and other health professional schools.

### Program Student Learning Outcomes:

Successful completion of a senior laboratory or literature project is required for the B.A. in Biology. The project will be submitted in the form of a paper which must demonstrate a clear understanding of scientific literature and ability to analyze data and present results in a coherent manner. The paper must be organized and written in scientific style. A short oral presentation is also required in which each student is expected to present the focus of the paper and field questions on the subject matter within the paper. The department uses data from the outcomes assessment for curriculum development.

### STUDENTS WHO MAJOR IN BIOLOGY MUST COMPLETE:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
BI 207	Physiology	3
BI 207L	Physiology Lab I	3
BI 210	Cell Biology	3
BI 210L	Cell Biology Laboratory	1
BI 315	Microbiology	3
BI 315L	Microbiology Laboratory	1
BI 402	Genetics	3
BI 402L	Genetics Laboratory	1

NS 341	Science Senior Seminar	1
OR		
NS 311	Research As A Tool	1
AND		
NS 411	Research/Laboratory	1
AND		
NS 412	Research/Composition	2

Two of the following:

BI 208	Anatomy	3
AND		
BI 208L	Anatomy Lab	1
BI 301	Histology	3
AND		
BI 301L	Histology Laboratory	1
BI 302	Embryology	3
AND		
BI 302L	Embryology Laboratory	1
BI 305	Environmental Biology	3
AND		
BI 305L	Environmental Biology	1
BI 316	Immunology	3
AND		

BI 316L	Immunology Laboratory	1
CH 401	Biochemistry I	3
AND		
CH 401L	Biochemistry I	1

One of the following:

BI 208	Anatomy	3
BI 301	Histology	3
BI 302	Embryology	3
BI 305	Environmental Biology	3
BI 316	Immunology	3
CH 206	Analytical Chemistry	
CH 320	Physical Chemistry: Thermodynamics	3
CH 321	Physical Chemistry: Quantum Mechanics	3
CH 401	Biochemistry I	3
CH 407	Medicinal Chemistry	3
CH 412	Synthesis Of Pharmaceutical Drugs	3
CH 413	Spectroscopic Determination	3
CH 420	Chemical Pharmacology	3

For students who will pursue graduate education in biology, the Department of Natural and Physical Sciences also considers MA 220 and 221, Calculus I & II, essential supportive electives.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Chemistry - CHE - (Bachelor of Arts)

### Program Code: CHE

Bachelor of Arts

The department offers a B.A. in Biology; a B.A. in Chemistry; a B.S. in Health Science; and a B.S. in Medical Technology. A pre-medical post-baccalaureate certificate program is also available to college graduates who wish to complete requirements for admission to medical and other health professional schools.

### Program Student Learning Outcomes:

Successful completion of a senior laboratory or literature project is required for the B.A. in Chemistry. The project will be submitted in the form of a paper which must demonstrate a clear understanding of scientific literature and ability to analyze data and present results in a coherent manner. The paper must be organized and written in scientific style. A short oral presentation is also required in which each student is expected to present the focus of the paper and field questions on the subject matter within the paper. The department uses data from the outcomes assessment for curriculum development.

## STUDENTS WHO MAJOR IN CHEMISTRY MUST COMPLETE:

CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 306	Analytical Chemistry I	3
CH 306L	Analytical Chemistry I Laboratory	1
CH 320	Physical Chemistry: Thermodynamics	3
CH 321	Physical Chemistry: Quantum Mechanics	3
CH 401	Biochemistry I	3
CH 401L	Biochemistry I	1

NS 341	Science Senior Seminar	1
OR		
NS 311	Research As A Tool	1
AND		
NS 411	Research/Laboratory	1
AND		
NS 412	Research/Composition	2

also, the supportive mathematics and science courses:

## SUPPORTIVE MATHEMATICS AND SCIENCE COURSES (24 credits):

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
BI 216	Statistics for Biology	3
OR		
MA 207	Applications of Statistics I	3
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1
MA 220	Calculus I	4
MA 221	Calculus II	4

## CHEMISTRY ELECTIVE (Take 4 courses for 12 credits):

CH 402	Biochemistry II	3
CH 407	Medicinal Chemistry	3
CH 412	Synthesis Of Pharmaceutical Drugs	3
CH 413	Spectroscopic Determination	3
CH 420	Chemical Pharmacology	3
CH 487	Field Internship I	3
CH 489	Field Internship	3
CH 499	Independent Study	3

Students planning to pursue graduate studies in chemistry, are strongly encouraged to take the following:

MA 324	Calculus III	4
MA 340	Differential Equations	3

## CHEMISTRY & SECONDARY EDUCATION:

### Supportive Sciences:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
MA 220	Calculus I	4
MA 221	Calculus II	4
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1

AND

CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 306	Analytical Chemistry I	3
CH 306L	Analytical Chemistry I Laboratory	1
CH 320	Physical Chemistry: Thermodynamics	3
CH 321	Physical Chemistry: Quantum Mechanics	3
CH 401	Biochemistry I	3
CH 407	Medicinal Chemistry	3

OR

CH 420	Chemical Pharmacology	3
CH 412	Synthesis Of Pharmaceutical Drugs	3
CH 413	Spectroscopic Determination	3

*\*Students who drop Education and major in Chemistry only will need to complete CH 401L, CH 407, CH 411S, the take one of the following: BI 207, 210, 315, 402, and CH 420.*

## CHEMISTRY & SECONDARY EDUCATION WITH A PHYSICAL SCIENCE CERTIFICATION:

### Supportive Sciences:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
MA 220	Calculus I	4

MA 221	Calculus II	4
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1
AND		
CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 306	Analytical Chemistry I	3
CH 306L	Analytical Chemistry I Laboratory	1
CH 320	Physical Chemistry: Thermodynamics	3
CH 321	Physical Chemistry: Quantum Mechanics	3
CH 401	Biochemistry I	3
PY 101	Survey of the Physical Sciences	3
PY 104	Astronomy	3
PY 109	Science Within the Law	3

*\*Students who drop Education and major in Chemistry only will need to complete CH 401L, CH 407, CH 411S, CH 412, CH 413, and take one of the following: BI 207, 210, 315, 402, or CH 420.*

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Health Science - HLTHS - (Bachelor of Science)

### Program Code: HLTHS

Bachelor of Science

The department offers a B.A. in Biology; a B.A. in Chemistry; a B.S. in Health Science; and a B.S. in Medical Technology. A pre-medical post-baccalaureate certificate program is also available to college graduates who wish to complete requirements for admission to medical and other health professional schools.

### Program Student Learning Outcomes:

Completion of a healthcare internship and the capstone seminar is required for the B.S. in Health Science. Each student must submit a paper which demonstrates a clear understanding of the characteristics of the student's chosen healthcare field. Upon successful completion of the outcome assessment requirement, students will:

1. explain key characteristics of the health professions and trends in healthcare delivery.
2. integrate academic knowledge with practical knowledge through observation and participation in the healthcare delivery process under professional supervision.
3. clearly express career goals based on a sophisticated understanding of their personal competencies and the characteristics of their chosen field.

### STUDENTS WHO MAJOR IN HEALTH SCIENCE MUST COMPLETE:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
BU 213	Introduction to Healthcare Administration	3
CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
MA 130	Foundations of Analysis I	3
MA 131	Foundations Of Analysis II	3
PS 335	Health Psychology	3
SO 334	Sociology of Medicine	3
HS 489	Health Science Internship	3
HS 342	Health Science Seminar	1

### AND 24 credits of elective courses from at least two of the following clusters:

#### Biology Cluster

BI 207	Physiology I	3
BI 207L	Physiology Lab I	3
BI 208	Anatomy	3
BI 208L	Anatomy Lab	1
BI 210	Cell Biology	3
BI 210L	Cell Biology Laboratory	1
BI 216	Statistics for Biology	3
BI 301	Histology	3
BI 301L	Histology Laboratory	1
BI 302	Embryology	3
BI 302L	Embryology Laboratory	1
BI 305	Environmental Biology	3
BI 305L	Environmental Biology	1
BI 315	Microbiology	3
BI 315L	Microbiology Laboratory	1
BI 316	Immunology	3
BI 316L	Immunology Laboratory	1
BI 402	Genetics	3
BI 402L	Genetics Laboratory	1

<b>Chemistry Cluster</b>		
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 401	Biochemistry I	3
CH 407	Medicinal Chemistry	3
CH 412	Synthesis Of Pharmaceutical Drugs	3
CH 420	Chemical Pharmacology	3
<b>Physics Cluster</b>		
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1
<b>Health Science Cluster</b>		
HS 101	Medical Terminology	2
<b>Math Cluster</b>		
MA 207	Applications of Statistics I	3
MA 220	Calculus I	4
<b>Nursing Cluster</b>		
NU 305	Pathophysiology	4 - 3
NU 310	Pharmacology	3
<b>Psychology Cluster</b>		
PS 150	General Psychology I	3
PS 201	Human Growth and Development	3
PS 208	Psychological Statistics	3
PS 215	Human Sexuality	3
PS 314	Social Psychology	3
<b>Sociology Cluster</b>		
SO 101	Introduction to Sociology I: Foundations	3
SO 231	Sociology of Poverty	3
SO 323	Sociology of Racial and Cultural Groups	3
SO 326	Social Inequality	3
SO 330	Sociology of Marriage and the Family	3
SO 339	Sociology of Aging	3
SO 344	Methods of Social Research I	3
<b>Philosophy Cluster</b>		
PH 210	Philosophy of the Human Person	3
PH 230	Ethics	3
<b>Public Health Cluster</b>		
PU 205	Theory of Health Behavior	3
PU 301	Fundamentals of Epidemiology	3
PU 405	Introduction to Public Health	3
PU 410	Nutrition	3
<b>Business Cluster</b>		
BU 101	Survey of Economics	3
BU 105	Contemporary Business	3
BU 214	Ethical Issues in Healthcare	3
BU 217	Accounting For Healthcare Managers	3
BU 223	Healthcare Marketing	3
BU 260	Principles of Management	3
BU 470	Human Resource Management	3
CS 310	Healthcare Information Systems	3
<b>Natural Sciences Cluster</b>		

NS 311	Research As A Tool	1
NS 411	Research/Laboratory	1
NS 412	Research/Composition	2

**Note: Since health science is an interdisciplinary major, students must choose their major electives from at least two disciplines.** Students choosing the health science major must work closely with the program director to make sure that they select courses required to prepare for the healthcare field or graduate program in the field of their choice as well as those courses that complement their disciplinary major

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

**Contact Information:**

## Medical Technology - MED - (Bachelor of Science)

**Program Code:** MED

Bachelor of Science

The department offers a B.A. in Biology; a B.A. in Chemistry; a B.S. in Health Science; and a B.S. in Medical Technology. A pre-medical post-baccalaureate certificate program is also available to college graduates who wish to complete requirements for admission to medical and other health professional schools.

### Program Student Learning Outcomes:

Successful completion of this hospital practicum is accepted in lieu of a senior research project.

### STUDENTS WHO MAJOR IN MEDICAL TECHNOLOGY MUST COMPLETE:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
BI 207	Physiology	3
BI 207L	Physiology Lab I	3
BI 210	Cell Biology	3
BI 210L	Cell Biology Laboratory	1
BI 315	Microbiology	3
BI 315L	Microbiology Laboratory	1
BI 316	Immunology	3
BI 316L	Immunology Laboratory	1
CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 401	Biochemistry I	3
MA 131	Foundations Of Analysis II	3
OR		
MA 220	Calculus I	4
MA 207	Applications of Statistics I	3

### Note

In addition, students who major in medical technology must complete 32 credits in a designated hospital.

The courses prescribed by the American Society of Clinical Pathologists and the required liberal arts courses are completed in the first three years.

These are followed by a twelve-month training period in an approved hospital which qualifies students for admittance to the examination of the Registry of Medical Technologists. The B.S. in Medical Technology is awarded at the completion of the hospital program.

The university does not charge tuition for the year in a hospital laboratory. However, the student must register at the university for the fall and spring semesters and formally apply for graduation. Hospital laboratory training (12 months) is 32 credits. Students will select their laboratory affiliations in consultation with the faculty coordinator.

Since it is a prerogative of each hospital to choose its trainees, Caldwell University cannot guarantee acceptance in any specific institution.

The university, at this time, has complete affiliations with the following NCCLS-approved schools of medical technology:

- Jersey Shore Medical Center, Neptune, NJ
- The Valley Hospital, Ridgewood, NJ
- Rutgers, the State University of New Jersey
- New York Methodist Hospital

In the event that the student is not accepted in the hospital of his/her choice, the student has the option of completing the requirements for another science degree. Transfers into medical technology will be considered on an individual basis.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 125 - 126**

**Contact Information:**

## Pre Med - PBPM - (Bachelor of Arts)

**Program Code:** PBPM

Bachelor of Arts

The department offers a B.A. in Biology; a B.A. in Chemistry; a B.S. in Health Science; and a B.S. in Medical Technology. A pre-medical post-baccalaureate certificate program is also available to college graduates who wish to complete requirements for admission to medical and other health professional schools.

### Program Requirements for a Pre-Medical Post-Baccalaureate Certificate (40 Credits)

#### REQUIRED COURSES:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 401	Biochemistry I	3
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1
MA 207	Applications of Statistics I	3
MA 130	Foundations of Analysis I	3
SO 101	Introduction to Sociology I: Foundations	3

\*For students who did not take these courses as undergraduates.

PS 150	General Psychology I	3
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\*For students who did not take these courses as undergraduates.

#### ELECTIVE COURSES:

BI 207	Physiology I	3
BI 207L	Physiology Lab I	3
BI 208	Anatomy	3
BI 208L	Anatomy Lab	1
BI 210	Cell Biology	3
BI 210L	Cell Biology Laboratory	1
BI 301	Histology	3
BI 301L	Histology Laboratory	1
BI 302	Embryology	3
BI 302L	Embryology Laboratory	1
BI 305	Environmental Biology	3
BI 305L	Environmental Biology	1
BI 315	Microbiology	3
BI 315L	Microbiology Laboratory	1
BI 316	Immunology	3
BI 316L	Immunology Laboratory	1
BI 402	Genetics	3
BI 402L	Genetics Laboratory	1
NU 305	Pathophysiology	4 - 3
NU 310	Pharmacology	3

PS 335	Health Psychology	3
SO 334	Sociology of Medicine	3
PH 210	Philosophy of the Human Person	3
PH 230	Ethics	3

**Total Credits 40**

**Contact Information:**

## Pre-Medical - PBPM - (Bachelor of Arts)

### Program Code: PBPM

Bachelor of Arts

The Pre-Medical Post-Baccalaureate Certificate Program is designed to serve the academic needs of recent college graduates as well as those who pursued other interests or careers before choosing to enter a career in medicine or other health professions. The **Pre-Medical Post-Baccalaureate (PMPB) Certificate** will be awarded to students who complete a minimum of 40 credits with a cumulative GPA of 3.2 or better. In addition to the required coursework, a minimum MCAT score of 28, DAT score of 19 or GRE percentile scores of 65% verbal, 65% quantitative, and 4.5 writing from one exam are required for the award of the PMPB Certificate.

### Program Student Learning Outcomes:

Upon completion of the Pre-Medical Post-Baccalaureate program, students will:

1. successfully complete courses required for admission to graduate and health professions schools
2. perform successfully on the relevant admission test for their field (MCAT, DAT, etc.)

## Program Requirements for a Pre-Medical Post-Baccalaureate Certificate (40 Credits)

### REQUIRED COURSES:

BI 101	General Biology I	3
BI 101L	General Biology I Laboratory	1
BI 102	General Biology II	3
BI 102L	General Biology II Laboratory	1
CH 111	General Chemistry I	3
CH 111L	General Chemistry I & Lab	1
CH 112	General Chemistry II	3
CH 112L	General Chemistry II Laboratory	1
CH 203	Organic Chemistry	4
CH 203L	Organic Chemistry I Laboratory	1
CH 204	Organic Chemistry II	4
CH 204L	Organic Chemistry II Laboratory	1
CH 401	Biochemistry I	3
PY 201	General Physics I	3
PY 201L	General Physics I Laboratory	1
PY 202	General Physics II	3
PY 202L	General Physics II Laboratory	1
MA 207	Applications of Statistics I	3
MA 130	Foundations of Analysis I	3
SO 101	Introduction to Sociology I: Foundations	3

\*For students who did not take these courses as undergraduates.

PS 150	General Psychology I	3
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\*For students who did not take these courses as undergraduates.

### ELECTIVE COURSES:

BI 207	Physiology I	3
BI 207L	Physiology Lab I	3
BI 208	Anatomy	3
BI 208L	Anatomy Lab	1
BI 210	Cell Biology	3
BI 210L	Cell Biology Laboratory	1
BI 301	Histology	3
BI 301L	Histology Laboratory	1
BI 302	Embryology	3
BI 302L	Embryology Laboratory	1
BI 305	Environmental Biology	3
BI 305L	Environmental Biology	1
BI 315	Microbiology	3
BI 315L	Microbiology Laboratory	1

BI 316	Immunology	3
BI 316L	Immunology Laboratory	1
BI 402	Genetics	3
BI 402L	Genetics Laboratory	1
NU 305	Pathophysiology	4 - 3
NU 310	Pharmacology	3
PS 335	Health Psychology	3
SO 334	Sociology of Medicine	3
PH 210	Philosophy of the Human Person	3
PH 230	Ethics	3

**Total Credits 40**

**Contact Information:**

## Nursing - NUR - (Bachelor of Science)

### Program Code: NUR

Bachelor of Science

The School of Nursing and Public Health offers four entrance tracks leading to the B.S. in Nursing. The baccalaureate degree program offers pre-licensure professional preparation for second degree, traditional, and transfer students and post-licensure degree completion preparation for registered nurses.

The baccalaureate degree in nursing at Caldwell University is accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, 202-887-6791.

### Program Student Learning Outcomes:

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education have been achieved. The program uses data from outcomes assessment tools (students, alumni and employer) for curriculum development and revision. Additional outcome measures may include but are not limited to NCLEX® results, standardized test results, advisory board communications, and graduation rates.

Standardized examinations are used throughout the program to enhance NCLEX-RN® preparedness. Based on student standardized examination performance, an individualized remediation plan is developed and completed to foster NCLEX-RN® success. Students who do not meet the benchmark on the standardized exam must remediate and show evidence of completion of the remediation prior to progression to the next course. Course syllabi clearly indicate when the standardized examinations and remediation are included as course requirements.

The "Letter of Completion" will be sent to the New Jersey Board of Nursing when the student has successfully fulfilled all nursing major requirements that includes but is not limited to completion of the baccalaureate curriculum, standardized testing and remediation, and a selected NCLEX-RN® review course.

## NURSING PREREQUISITES (25 credits)

BI 203	Human Anatomy and Physiology I	3
BI 204	Human Anatomy and Physiology II	3
CH 110	Principles Of Chemistry	3
BI 315N	Nursing Microbiology	3
PS 150	General Psychology I	3
Meets the core requirement as well.		
SO 101	Introduction to Sociology I: Foundations	3
Meets the core requirement as well.		

MA 207	Applications of Statistics I	3
OR		
PS 208	Psychological Statistics	3
MA 118	Analytical Mathematics For The	3
Meets the core requirement as well.		

## NURSING COURSES (63 credits)

NU 219	The Professional Nurse: An Introduction to Practice	2 - 3
NU 301	Fundamentals Of Nursing	6
NU 303	Health & Cultural Assessment Across the Lifespan	5
NU 305	Pathophysiology	4 - 3
NU 306	Adult Health Nursing I	8
NU 308	Nursing Research and Evidence-Based Practice	3
NU 310	Pharmacology	3
NU 411	Parent Child/Pediatric Nursing	8
NU 412	Psychiatric-Mental Health Nursing	4
NU 415	Leadership, Finance, and Health Care Policy in Nursing	3
NU 416	Adult Health II	8
NU 418	Transition to Professional Practice	3
NU 420	Community and Public Health	5 - 3

## R.N. to B.S.N. (Online, Hybrid, and On-campus)

The R.N. to B.S.N. Track for associate degree nurses requires the completion of nine nursing courses (31 credits and 9 credits of Caldwell University

core. TH 102, PH 102 & Catholic Dominican traditions). The courses can be taken online, hybrid or on campus. The R.N. to B.S.N. curriculum encompasses 120 credits in total that includes up to 30 credits awarded for the R.N. license, 61 credits Liberal Arts Core, and 31 nursing credits. Students may transfer 61 credits Liberal Arts Core credits if equivalent courses already completed or complete the courses at Caldwell University. Students must have a minimum grade of C for the nursing prerequisites (25 credits).

**NURSING PREREQUISITES (25 credits)**

BI 203	<b>Human Anatomy and Physiology I</b>	<b>3</b>
BI 204	<b>Human Anatomy and Physiology II</b>	<b>3</b>
PS 150	<b>General Psychology I</b>	<b>3</b>
SO 101	<b>Introduction to Sociology I: Foundations</b>	<b>3</b>
BI 315N	<b>Nursing Microbiology</b>	<b>3</b>
MA 207	<b>Applications of Statistics I</b>	<b>3</b>
<b>OR</b>		
PS 208	<b>Psychological Statistics</b>	<b>3</b>

\*Students holding a diploma in nursing from an accredited institution must complete liberal arts core.

**NURSING COURSES (31 credits and up to 30 credits awarded for R.N license)**

RN 219	<b>The Professional Nurse: An Introduction to Practice</b>	<b>2 - 3</b>
RN 303	<b>Health and Cultural Assessment Across the Lifespan</b>	<b>5</b>
RN 305	<b>Pathophysiology</b>	<b>4 - 3</b>
RN 308	<b>Nursing Research and Evidence-based Practice</b>	<b>3</b>
RN 310	<b>Pharmacology</b>	<b>3</b>
RN 415	<b>Leadership, Finance, and Health Care Policy in Nursing</b>	<b>3</b>
RN 418	<b>Transition to Professional Practice</b>	<b>3</b>
NU 419	<b>Professional Nursing 2 for R.N.s</b>	<b>2</b>
NU 420	<b>Community and Public Health</b>	<b>5 - 3</b>
RN 420C	<b>Clinical</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 124**

## Combined B.A. in Psychology/ M.A. in Counseling (Available in All Specializations) - BAMA - (Bachelor of Arts)

**Program Code:** BAMA

Bachelor of Arts

Highly qualified undergraduate psychology majors at Caldwell University may take advantage of the opportunity to pursue their M.A. in Counseling in an accelerated manner through the combined degree program. The structured B.A./M.A. program combines the existing B.A. in Psychology or the double major B.A. in Psychology and B.A. in Art (Art Therapy Concentration) with the M.A. in Counseling. It is designed for students who have established a record of excellence at the undergraduate level. This program is available for all three counseling specializations: Mental Health Counseling Specialization, School Counseling Specialization, and Mental Health Counseling Art Therapy Specialization. Acceptance into the program will allow up to 12 graduate credits to be "double-counted." That is, credits will count towards both the B.A. in Psychology or the double major in Psychology and Art (Art Therapy Concentration) and later, the M.A. in Counseling. The student pays undergraduate tuition for graduate courses taken prior to completing the bachelor's degree. The credits will be double-counted and designated as "applicable to the graduate degree" only after the student receives the bachelor's degree, matriculates into and completes the M.A. in Counseling program. That designation will be canceled if the student withdraws from graduate study before completing the master's program. In which case, Caldwell University will only count the credits towards the student's undergraduate degree.

### ADMISSION REQUIREMENTS

- Applicants must have a grade point average of at least 3.3 and must maintain that GPA throughout the bachelor's part of the program. Grades below B in required graduate-level courses will necessitate that the student retake that course. If a grade below B is earned in an elective graduate-level course, the student may either retake the course or take another graduate-level course in substitution. Students are permitted to take only one graduate course per semester while still an undergraduate. Under special circumstances, a student may be permitted to take two graduate courses, but only with the approval of the Graduate Program Coordinator.
- Applicants must have completed at least 60 undergraduate credits before they may be admitted to the B.A./M.A. program
- Students may apply in the semester prior to the one during which they intend to begin the program
- Undergraduate psychology majors and art/psychology double-majors with an art therapy concentration must have taken at least three of the master's program undergraduate prerequisite courses in psychology prior to being accepted into the combined program
- Required courses in the undergraduate psychology major, some of which are prerequisites to entering the master's programs, may not be substituted

### Mental Health Counseling

For those undergraduate students with a psychology major who wish to pursue the Mental Health Counseling Specialization, completed courses should include:

PS 208	<b>Psychological Statistics</b>	<b>3</b>
PS 213	<b>Writing in Psychology</b>	<b>3</b>
PS 402	<b>Experimental Psychology</b>	<b>3</b>
PS 309	<b>Psychopathology</b>	<b>3</b>

*Two courses from the following:*

PS 150	<b>General Psychology I</b>	<b>3</b>
PS 207	<b>General Psychology II</b>	<b>3</b>
PS 232	<b>Psychology of Personality</b>	<b>3</b>

One course in human development

### School Counseling Specialization

Students who wish to pursue the School Counseling Specialization should have completed these courses (or their equivalents, if the student has transferred to Caldwell University):

PS 208	<b>Psychological Statistics</b>	<b>3</b>
PS 213	<b>Writing in Psychology</b>	<b>3</b>
PS 402	<b>Experimental Psychology</b>	<b>3</b>

One course in human development

### Mental Health Counseling with Art Therapy Specialization

Students in the double major in psychology and art with art therapy concentration who wish to pursue the Mental Health Counseling with Art Therapy Specialization should have completed these courses (or their equivalent if the student has transferred to Caldwell University):

PS 150	<b>General Psychology I</b>	<b>3</b>
PS 207	<b>General Psychology II</b>	<b>3</b>
PS 208	<b>Psychological Statistics</b>	<b>3</b>
PS 213	<b>Writing in Psychology</b>	<b>3</b>
PS 232	<b>Psychology of Personality</b>	<b>3</b>

PS 309	<b>Psychopathology</b>	<b>3</b>
OR		
PS 201	<b>Human Growth and Development</b>	<b>3</b>
OR		
PS 211	<b>Child Psychology</b>	<b>3</b>
AT 230	<b>Introduction to Art Therapy</b>	<b>3</b>
*or their equivalent if the student has transferred to Caldwell University		
AR 111	<b>Drawing I</b>	<b>3</b>
*or their equivalent if the student has transferred to Caldwell University		
AR 113	<b>2D Design</b>	<b>3</b>
*or their equivalent if the student has transferred to Caldwell University		
AR 118	<b>3D Design</b>	<b>3</b>
*or their equivalent if the student has transferred to Caldwell University		

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

## Psychology - PSY - (Bachelor of Arts)

**Program Code:** PSY

Bachelor of Arts

The School of Psychology and Counseling offers a B.A. in Psychology. Students who major in psychology may aspire to membership in Psi Chi, the National Honor Society in Psychology.

For students interested in a later career in art therapy, the department offers a double major in art and psychology with an art therapy concentration in conjunction with the Department of Art (please see description of the double major below and under the Department of Art section for more details).

Qualified undergraduate psychology majors may also take advantage of the opportunity to pursue their M.A. in Counseling in an accelerated manner through the combined B.A./M.A. program with any of three areas of specialization: mental health counseling, school counseling, or art therapy (please see description of the combined B.A./ M.A. program below).

Undergraduate psychology majors may also avail themselves of a combined B.A. in Psychology/M.S. in Occupational Therapy program. In affiliation with Columbia University, qualified students take three years of coursework at Caldwell University and then two years at Columbia University (please see description of the combined B.A. in Psychology/ M.S. in Occupational Therapy program below).

The university also offers the opportunity to pursue a combined B.A. in Psychology/M.A. in Applied Behavior Analysis (ABA). Additional information can be found in the Graduate Catalog.

### STUDENTS WHO MAJOR IN PSYCHOLOGY MUST COMPLETE THE FOLLOWING SEVEN REQUIRED COURSES

(21 credits towards the major and 3 credits towards the liberal arts core):

PS 150	<b>General Psychology I</b>	<b>3</b>
PS 207	<b>General Psychology II</b>	<b>3</b>
PS 208	<b>Psychological Statistics</b>	<b>3</b>
PS 213	<b>Writing in Psychology</b>	<b>3</b>
PS 232	<b>Psychology of Personality</b>	<b>3</b>
PS 309	<b>Psychopathology</b>	<b>3</b>

Choose **one** of the following courses:

PS 325	<b>Philosophical and Historical Trends in Psychology</b>	<b>3</b>
PS 425	<b>Psychology Capstone</b>	<b>3</b>
PS 402	<b>Experimental Psychology</b>	<b>3</b>

In addition to the above required courses, students must take an additional five psychology electives (15 credits). Three of the five electives should be at 300-level or higher and at least two must come from the following courses:

PS 304	<b>Biopsychology</b>	<b>3</b>
PS 320	<b>History &amp; Systems</b>	<b>3</b>
PS 323	<b>Sensation and Perception</b>	<b>3</b>
PS 326	<b>Cognitive Psychology</b>	<b>3</b>
PS 328	<b>Psychology of Learning</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## Psychology - Combined B.A. / M.A. in Applied Behavior Analysis - PSYABA - (Bachelor of Arts)

**Program Code:** PSYABA

Bachelor of Arts

Qualified undergraduate psychology majors may take advantage of the opportunity to pursue their M.A. in Applied Behavior Analysis in an accelerated manner through the Combined B.A./M.A. program. It is designed to facilitate the ongoing academic accomplishments of students who have established a record of excellence in psychology at the undergraduate level. Acceptance into the program will allow up to 12 psychology credits to be “double-counted” toward both the B.A. in Psychology and M.A. in Applied Behavior Analysis. The student pays undergraduate tuition for graduate courses taken prior to completing the bachelor’s degree, which is awarded upon completion of the bachelor’s requirements.

Note that the 12 double-counted credits will be designated as “applicable to the graduate degree” only after the student receives the bachelor’s degree and matriculates into the master’s program, which designation will be canceled if the student withdraws from graduate study before completing the master’s program. In that case, Caldwell University will count the credits only towards the student’s undergraduate degree. Note also that grades below B in required graduate-level courses will necessitate that the student retake that course; grades below B in an elective graduate-level course will necessitate that the student either re-take the course or take another graduate-level course in substitution. Students will only be permitted to take one graduate course per semester while still an undergraduate (under special circumstances, with permission a student may take two).

Students may apply in the semester prior to the semester during which they intend to begin the combined degree program.

- Completion of at least 60 undergraduate credits with a minimum 3.5 overall GPA (this minimum must also be maintained for the remainder of the undergraduate degree completion)
- Completion of at least 12 undergraduate psychology credits including PS 150 and PS 207 (General Psychology I and II)
- Two letters of recommendation from undergraduate faculty in psychology
- Personal interview
- Completed graduate application form
- GRE/MAT will be waived for students who matriculate through the combined degree program

## Public Health Education - PHE - (Bachelor of Arts)

**Program Code:** PHE

Bachelor of Arts

The Bachelor of Science in Public Health Education is an inter-disciplinary program crossing the departments of Natural Sciences, Nursing, Business, Psychology, Political Science and Sociology. The program is based upon 37 credit hours of core liberal arts and enriched core; 25 credit hours major prerequisites; 41 hours of cross-disciplinary major coursework. The program also provides 18 hours of free electives, allowing students the opportunity to earn a minor degree. Students will complete experiential field internships with clinical affiliates.

### Program Student Learning Outcomes:

Direct assessment metrics include objective tests, written assignments with rubrics, oral presentations with rubrics and classroom assignments with clearly described learning objectives. Written and oral communication skills will be evaluated with rubrics based upon core competencies and necessary skills for public health education students, such as motivational interviewing techniques which are applied at the community level. Capstone project developed in senior year includes a community health assessment and population-based intervention with evaluation.

**Programmatic Objectives:** At the conclusion of the academic degree program, BSPHE majors will be able to:

1. Examine behavioral, environmental, and genetic factors that enhance or compromise population health status at the individual and community level.
2. Demonstrate effective assessment skills to determine needs, assets and capacity for health education.
3. Provide health promotion and disease prevention advocacy to Individuals groups and communities.
4. Apply ethical principles and values to the practice of promoting population health.
5. Describe and define healthcare delivery systems.
6. Identify resources needed to implement programs of health education and disease prevention.
7. Collect and analyze health promotion and disease prevention data to develop evidence based interventions
8. Provide health education programs to specific populations in a variety of settings.
9. Utilize targeted approaches to assist clients in a variety of settings to increase health literacy
10. Demonstrate effective communication skills in organizing and implementing health promotion programs.
11. Collaborate with clients and health care professionals to maximize health education programs for populations in a variety of settings.
12. Identify and describe interventions to affect policy change affecting public health.

## Requirements for B.S. in Public Health Education

Students pursuing this degree must complete the following nine required courses (Total Major & Interdisciplinary 41 Credits)

### Public Health Major Requirements (26 Credits)

BU 214	<b>Ethical Issues in Healthcare</b>	<b>3</b>
HS 101	<b>Medical Terminology</b>	<b>2</b>
PU 205	<b>Theory of Health Behavior</b>	<b>3</b>
PU 301	<b>Fundamentals of Epidemiology</b>	<b>3</b>
PU 405	<b>Introduction to Public Health</b>	<b>3</b>
PS 215	<b>Human Sexuality</b>	<b>3</b>
PU 410	<b>Nutrition</b>	<b>3</b>
PU 415	<b>Public Health Planning &amp; Evaluation</b>	<b>3</b>
PU 489	<b>Field Internship II</b>	<b>2</b>

### Interdisciplinary Core (15 Credits)

In addition to the required courses above, students must take an additional five interdisciplinary courses (15 credits) from the following clusters (*with advisement*).

#### Business Cluster

BU 101	<b>Survey of Economics</b>	<b>3</b>
BU 105	<b>Contemporary Business</b>	<b>3</b>
BU 213	<b>Introduction to Healthcare Administration</b>	<b>3</b>
BU 217	<b>Accounting For Healthcare Managers</b>	<b>3</b>
BU 233	<b>Healthcare Marketing</b>	<b>3</b>
BU 260	<b>Principles of Management</b>	<b>3</b>
BU 470	<b>Human Resource Management</b>	<b>3</b>
CS 310	<b>Healthcare Information Systems</b>	<b>3</b>

#### Psychology Cluster

PS 216	Adolescent Psychology	3
PS 207	General Psychology II	3
PS 209	Prenatal and Infant Psychology	3
PS 232	Psychology of Personality	3
PS 261	Interpersonal Relations	3
PS 306	Psychology of Adulthood	3
PS 336	Positive Psychology	3
PS 309	Psychopathology	3
PS 318	Cross-Cultural Psychology	3
PS 322	Educational Psychology	3
PS 328	Psychology of Learning	3
PS 335	Health Psychology	3
PS 321	Human Motivation	3
PS 313	Counseling Psychology	3
<b>Sociology Cluster</b>		
SO 323	Sociology of Racial and Cultural Groups	3
SO 334	Sociology of Medicine	3
SO 231	Sociology of Poverty	3
SO 330	Sociology of Marriage and the Family	3
SO 339	Sociology of Aging	3
SO 326	Social Inequality	3
<b>Political Science Cluster</b>		
PO 125	Understanding the Political World	3
PO 225	American Government	3
PO 328	Ethnic Politics	3
PO 362	International Relations	3

Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.

**Total Credits 121**

## Criminal Justice - CMJ - (Bachelor of Arts)

### Program Code: CMJ

Bachelor of Arts

The department offers B.A. degrees in sociology and criminal justice. Internship and independent studies are available to qualified sociology and criminal justice majors.

### Program Student Learning Outcomes:

Two fundamental learning goals of the sociology and criminal justice major are student competence in research methods and theory. The Department meets these goals through our courses in social science research methods, criminology, and sociological theory. Methods of Social Research I and II are required for both sociology and criminal justice majors, while Sociological Theory is required of sociology majors and Criminology is required of criminal justice majors. After completing the required outcomes assessment courses, sociology and criminal justice majors should be able to:

1. describe and apply classical and contemporary theories in at least one area of social reality;
2. describe and evaluate classical and contemporary theories of crime causation and apply these theories to real world phenomena;
3. identify basic methodological approaches and describe the general role of methods in building sociological knowledge;
4. design a research study in an area of choice;
5. develop proficiency in use of statistics for the comprehensive understanding of professional journals;
6. apply statistical skills to conduct data analysis using secondary data.

In each of the required theory and research courses, the instructor of the outcomes assessment course is responsible for awarding student grades; however, outcomes assessment is the shared responsibility of all full-time department faculty. It is at the discretion of the individual instructor whether or not to consider departmental faculty evaluations of student work in their courses when awarding student grades for the course.

For sociology majors, departmental faculty will review and evaluate the research paper submitted in Sociological Theory and the final paper submitted for Methods of Social Research II. For criminal justice majors, departmental faculty will critique and assess the research paper submitted in Criminology and the final paper submitted for Methods of Social Research II. For students majoring in both sociology and criminal justice, three evaluations will be done by departmental faculty: the research paper for Sociological Theory, Criminology, and Methods of Social Research II.

For a student to pass his/her outcomes assessment requirement, a majority of the departmental faculty must agree that the quality of the work done for both courses demonstrates competence. If a student fails to meet the necessary criteria for any of their outcomes assessment paper requirements, the student may: (1) revise the written work, submit a new paper for consideration prior to the end of the semester during which the student is enrolled in the course, and give an oral presentation of the paper before the department faculty reviewers; (2) request an Incomplete (in accordance with the Academic Policies set forth in the Caldwell University Undergraduate Catalog), revise the written work, submit a new paper for consideration within the allotted time period, and give an oral presentation of the paper before the department faculty reviewers; or (3) repeat the course (in accordance with the Academic Policies set forth in the Caldwell University Undergraduate Catalog).

It is possible that a student may pass his/her outcomes assessment but receive less than a C grade for the course in which the outcomes assessment work was done. In such a case, the student does not have to go through the outcomes assessment process again; however, the course has to be repeated, since students must achieve at least a C grade in all required courses for the major.

It is also conceivable that a student may fail the outcomes assessment process, yet achieve a C or better in the course in which the outcomes assessment work was required. In such a case, the student does not have to repeat the course, but must follow guidelines outlined above for students who do not pass their outcome assessment requirement.

### STUDENTS WHO MAJOR IN CRIMINAL JUSTICE MUST COMPLETE:

CJ 201	<b>Introduction to Criminal Justice</b>	<b>3</b>
SO 344	<b>Methods of Social Research I</b>	<b>3</b>
SO 346	<b>Methods of Social Research II</b>	<b>3</b>
CJ 275	<b>Juvenile Justice</b>	<b>3</b>
CJ 280	<b>Community-Based Corrections</b>	<b>3</b>
<b>OR</b>		
CJ 290	<b>Institutional Treatment of the Offender</b>	<b>3</b>
CJ 384	<b>The Police and Law Enforcement</b>	<b>3</b>
CJ 390	<b>U. S. Courts: Structure and Functioning</b>	<b>3</b>
CJ 430	<b>Crime and Criminal Law</b>	<b>3</b>
CJ 487	<b>Field Internship</b>	<b>3</b>

SO 335	<b>Criminology</b>	<b>3</b>
and three (3) elective courses, one from each of the following three clusters:		
<b>Criminal Justice Cluster</b>		
CJ 420	<b>Forensic Anthropology</b>	<b>3</b>
CJ 228	<b>Cybercrime</b>	<b>3</b>
CJ 250	<b>Victimology</b>	<b>3</b>
CJ 255a	<b>Film: Criminal Justice Issues and the Media</b>	<b>3</b>
CJ 260	<b>Domestic and International Terrorism</b>	<b>3</b>
CJ 350	<b>Criminal Justice System and Women</b>	<b>3</b>
CJ 387	<b>Organized Crime</b>	<b>3</b>
CJ 388	<b>Counseling and Guidance of the Offender</b>	<b>3</b>
CJ 410a	<b>Seminar: Topics in Anthropology, Sociology, and Criminal Justice</b>	<b>3</b>
CJ 425	<b>Crime Scene Processing and Investigation</b>	<b>3</b>
CJ 428	<b>Criminalistics</b>	<b>3</b>
CJ 499	<b>Independent Study</b>	<b>3</b>
<b>Sociology Cluster</b>		
AN 410a	<b>Seminar: Topics in Anthropology, Sociology, and Criminal Justice</b>	<b>3</b>
SO 231	<b>Sociology of Poverty</b>	<b>3</b>
SO 323	<b>Sociology of Racial and Cultural Groups</b>	<b>3</b>
SO 326	<b>Social Inequality</b>	<b>3</b>
SO 348	<b>Sociology of Deviance</b>	<b>3</b>
SO 410a	<b>Seminar: Topics in Anthropology, Sociology, and Criminal Justice</b>	<b>3</b>
SO 476	<b>Urban Sociology</b>	<b>3</b>
<b>Political Science/Psychology Cluster</b>		
CJ 260	<b>Domestic and International Terrorism</b>	<b>3</b>
PO 225	<b>American Government</b>	<b>3</b>
PO 230	<b>State and Local Government</b>	<b>3</b>
PO 330	<b>Introduction to the American Legal System</b>	<b>3</b>
PO 372	<b>Introduction to Public Administration</b>	<b>3</b>
PO 375	<b>Public Policy</b>	<b>3</b>
PS 318	<b>Cross-Cultural Psychology</b>	<b>3</b>
PS 324	<b>Forensic Psychology</b>	<b>3</b>
PS 330	<b>Psychology of Addiction</b>	<b>3</b>

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## Sociology - SOC - (Bachelor of Arts)

### Program Code: SOC

Bachelor of Arts

The department offers B.A. degrees in sociology and criminal justice. Internship and independent studies are available to qualified sociology and criminal justice majors.

### Program Student Learning Outcomes:

Two fundamental learning goals of the sociology and criminal justice major are student competence in research methods and theory. The Department meets these goals through our courses in social science research methods, criminology, and sociological theory. Methods of Social Research I and II are required for both sociology and criminal justice majors, while Sociological Theory is required of sociology majors and Criminology is required of criminal justice majors. After completing the required outcomes assessment courses, sociology and criminal justice majors should be able to:

1. describe and apply classical and contemporary theories in at least one area of social reality;
2. describe and evaluate classical and contemporary theories of crime causation and apply these theories to real world phenomena;
3. identify basic methodological approaches and describe the general role of methods in building sociological knowledge;
4. design a research study in an area of choice;
5. develop proficiency in use of statistics for the comprehensive understanding of professional journals;
6. apply statistical skills to conduct data analysis using secondary data.

In each of the required theory and research courses, the instructor of the outcomes assessment course is responsible for awarding student grades; however, outcomes assessment is the shared responsibility of all full-time department faculty. It is at the discretion of the individual instructor whether or not to consider departmental faculty evaluations of student work in their courses when awarding student grades for the course.

For sociology majors, departmental faculty will review and evaluate the research paper submitted in Sociological Theory and the final paper submitted for Methods of Social Research II. For criminal justice majors, departmental faculty will critique and assess the research paper submitted in Criminology and the final paper submitted for Methods of Social Research II. For students majoring in both sociology and criminal justice, three evaluations will be done by departmental faculty: the research paper for Sociological Theory, Criminology, and Methods of Social Research II.

For a student to pass his/her outcomes assessment requirement, a majority of the departmental faculty must agree that the quality of the work done for both courses demonstrates competence. If a student fails to meet the necessary criteria for any of their outcomes assessment paper requirements, the student may: (1) revise the written work, submit a new paper for consideration prior to the end of the semester during which the student is enrolled in the course, and give an oral presentation of the paper before the department faculty reviewers; (2) request an Incomplete (in accordance with the Academic Policies set forth in the Caldwell University Undergraduate Catalog), revise the written work, submit a new paper for consideration within the allotted time period, and give an oral presentation of the paper before the department faculty reviewers; or (3) repeat the course (in accordance with the Academic Policies set forth in the Caldwell University Undergraduate Catalog).

It is possible that a student may pass his/her outcomes assessment but receive less than a C grade for the course in which the outcomes assessment work was done. In such a case, the student does not have to go through the outcomes assessment process again; however, the course has to be repeated, since students must achieve at least a C grade in all required courses for the major.

It is also conceivable that a student may fail the outcomes assessment process, yet achieve a C or better in the course in which the outcomes assessment work was required. In such a case, the student does not have to repeat the course, but must follow guidelines outlined above for students who do not pass their outcome assessment requirement.

### STUDENTS WHO MAJOR IN SOCIOLOGY MUST COMPLETE:

SO 101	<b>Introduction to Sociology I: Foundations</b>	<b>3</b>
SO 236	<b>Sociological Theory</b>	<b>3</b>
SO 344	<b>Methods of Social Research I</b>	<b>3</b>
SO 346	<b>Methods of Social Research II</b>	<b>3</b>
SO 487	<b>Field Internship</b>	<b>3</b>

and a minimum of seven (7) additional sociology electives numbered 200 and above, among which up to two of the following cross-listed courses may be included:

All courses with a CJ prefix;

CO 312	<b>Media and Society</b>	<b>3</b>
PS 314	<b>Social Psychology</b>	<b>3</b>

### Social Justice Concentration (21 Credits)

SO 326	<b>Social Inequality</b>	<b>3</b>
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To complete the social justice concentration, students must take 4 courses from the list below in addition to SO 326:

**Social Justice Concentration Electives (12 credits)**

SO 224 (strongly recommended)	<b>Social Change</b>	<b>3</b>
SO 323 (strongly recommended)	<b>Sociology of Racial and Cultural Groups</b>	<b>3</b>
SO 425 (strongly recommended)	<b>Sociology of Gender and Sexuality</b>	<b>3</b>
SO 231	<b>Sociology of Poverty</b>	<b>3</b>
SO 343	<b>Sociology of Educatio</b>	<b>3</b>
SO 474	<b>Contemporary Social Problems</b>	<b>3</b>
SO 476	<b>Urban Sociology</b>	<b>3</b>

**Other Sociology Major Electives (6 credits)**

Any Sociology or Criminal Justice courses

*Recommendations if students choose to take a Criminal Justice course:*

CJ 201	<b>Introduction to Criminal Justice</b>	<b>3</b>
CJ 275	<b>Juvenile Justice</b>	<b>3</b>
CJ 250	<b>Victimology</b>	<b>3</b>
CJ 350	<b>Criminal Justice System and Women</b>	<b>3</b>

**Health, Family, and Social Services (21 credits)**

To complete the concentration in Health, Family, and Social Services, students must take 5 courses from the list below:

**Health, Family, and Social Services Elective Courses (15 credits)**

SO 224	<b>Social Change</b>	<b>3</b>
SO 231	<b>Sociology of Poverty</b>	<b>3</b>
SO 323	<b>Sociology of Racial and Cultural Groups</b>	<b>3</b>
SO 330	<b>Sociology of Marriage and the Family</b>	<b>3</b>
SO 334	<b>Sociology of Medicine</b>	<b>3</b>
SO 339	<b>Sociology of Aging</b>	<b>3</b>
SO 343	<b>Sociology of Educatio</b>	<b>3</b>
SO 476	<b>Urban Sociology</b>	<b>3</b>

**Other Sociology Major Electives (6 credits):**

Students may take:

- any Sociology or Criminal Justice courses
- PS 330 Psychology of Addiction

**Recommendations if students choose to take a Criminal Justice course:**

CJ 201	<b>Introduction to Criminal Justice</b>	<b>3</b>
CJ 275	<b>Juvenile Justice</b>	<b>3</b>
CJ 250	<b>Victimology</b>	<b>3</b>
CJ 388	<b>Counseling and Guidance of the Offender</b>	<b>3</b>

In order to enroll in outcomes assessment courses of SO 236, SO 344, and SO 346, sociology majors must attain a grade of "C" or better in SO 101 Introduction to Sociology.

The department suggests that students with a major in sociology choose a minor in business, computer science, psychology, Spanish or communication and media studies. Students should also consider a double major with criminal justice or psychology

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## Theology - THE - (Bachelor of Arts)

**Program Code:** THE

Bachelor of Arts

The department offers a B.A. in Theology, minors in theology and philosophy.

### Requirements for Core Curriculum

For students entering Caldwell University summer 2011 or later, 3 credits in philosophy and 3 credits in theology must be taken, with additional offerings available for meeting enriched core requirements. For the required credits, students must take PH 102 and TH 102. For these students, TH 102 serves as a prerequisite for all theology courses and PH 102 serves as a prerequisite for all other philosophy courses.

### Program Student Learning Outcomes:

In addition to the 39 credits for the theology major, students declaring a theology major during or after summer 2011 are required to take a theology capstone course, TH 495.

Students declaring a major prior to summer 2011 have the option to fulfill their outcomes assessment with either TH 495, or an alternative process to be determined in consultation with the department chairperson. Outcomes assessments are required for all majors.

The TH 495 capstone course reviews material from each of the four major assessment areas (Scripture, Moral Theology, Christology, and Church History). In each area, the student will concentrate on material corresponding to their coursework used to meet their requirement. For example, Moral Theology will focus on either TH 201 or TH 209, while Scripture will focus on TH 318 or TH 319, depending upon the student's coursework. Students who have had two Scripture courses or Moral Theology courses will be able to choose their area of focus for their capstone. Normally, this is to be taken sometime during the student's final year of classes, or as shortly thereafter as possible. It is the student's responsibility to notify his or her advisor, as well as the department chairperson, of his or her intention to begin preparing for assessment. This should be done the semester prior to the time this preparation begins.

Within TH 495, students will be assessed on covering all four areas mentioned above. While the course will be taught by a single instructor, the work by each student may be assessed by full-time professors within the department to determine if the work is of passing quality. The decision about whether or not a student's performance for a given area is sufficient to pass is to be determined by the instructor and other department faculty who may be involved in the assessment, in consultation with one another. Each student must receive an assessment of "passing" for each of the four areas to pass the course. If by the end of the course the student has failed to pass any of the four areas before the conclusion of the course, he or she will receive a grade of "no pass" for the course. Students failing to pass TH 495 may either take the course again when it is next offered, or be reassessed in the particular area(s) which they failed to pass. Depending upon the timeline of the course, students may be able to redo work in areas they fail to pass before the conclusion of the course, though only as time allows. While there is no limit how many times a student may retake an assessment for any of the four areas, students will typically be allowed only one retake per area per semester.

### STUDENTS WHO MAJOR IN THEOLOGY MUST COMPLETE:

TH 102	Introduction to Christian Theology	3
TH 201	Christian Responsibility	3
OR		
TH 209	Contemporary Catholic Social Teaching	3
TH 316	The History of Christian Thought	
TH 318	The Old Testament	3
OR		
TH 319	The New Testament	3
TH 334	Christology	3
TH 495	Theology Capstone	3

and seven additional courses after consultation with the department chairperson. It is suggested that students with a major in theology choose a minor in sociology, psychology or philosophy.

**Your degree includes credits from Liberal Arts and Sciences Core, Major, and Electives.**

**Total Credits 120**

## Course Description

course

### **ABA 312 - Interventions In Aba I**

**Prerequisites:**

PS150

**Description:**

This course is designed to introduce students to the application of behavior analysis to change behavior, including reinforcement, punishment, extinction, motivating operations, stimulus control, prompts and prompt fading, shaping, and chaining. Students are also introduced to the selection and implementation of interventions, measurement of behavior, data display and interpretation, and single-case experimental design.

### **ABA 313 - Interventions In Aba II**

**Prerequisites:** ABA312

**Description:**

Continues and expands upon topics introduced in ABA312, including rule-governed behavior, types of discriminations, Skinner's analysis of verbal behavior, stimulus, equivalence, self-management, generalization, and maintenance. Also covered are next-level issues in selection and implementation of interventions, measurement, graphing and visual analysis, and single case experimental design.

### **ABA 330 - Phil & Sci Of Behavior Analysis**

**Prerequisites:** PS150

**Description:** This course provides an introduction to the goals, science, and philosophical underpinnings of behavior analysis. Everyday behavior and how it changes are explained by learning principles derived from an analysis of scientific research. Students learn procedures that derive from behavioral principles and practice implementing those procedures in computer simulations and other projects. Principles covered in the course curriculum include principles of behavior, including respondent and operant conditioning, reinforcement, punishment, extinction, motivation operations, and stimulus control.

### **ABA 340 - Professionalism, Ethics, & Staff Tr**

**Prerequisites:** PS150

**Description:** Examines responsible conduct of behavior analysts with regard to clients, colleagues, the profession and the BACB. Students learn how to train staff to competently perform assessment and intervention procedures and use performance diagnostics to analyze and improve personnel performance.

### **ABA 350 - Behavior Assessment**

**Prerequisites:** ABA312

**Description:** Students are introduced to the behavior assessment process (record review, determining need for services, identifying and prioritizing goals, conducting assessments, analyzing assessment data) and learn to conduct assessments commonly administered by behavior analysts, including skill assessments, preference assessments, and functional assessments of problem behavior.

### **ABA 401 - Applied Practicum In Aba II**

**Prerequisites:**

ABA400

**Description:**

Following ABA400, students will gain additional practical experience in the design, implementation, and evaluation of behavioral programs with individuals with autism. All students will work in private/public schools, complete school orientation, meet guidelines for volunteers and/or employees at the school, and will be supervised by the school personnel and Caldwell College faculty.

### **AH - Art History Elective**

**Credits:** 3

### **AH 122 - Language of World Art**

**Credits:** 3

**Description:**

Introduces students to the issues and meanings of a wide variety of art through writing and visual analysis. Learning the social and historical context of art is emphasized in order to understand and appreciate cultural diversity.

**AH 205 - Getting Smashed: History of Destruction & Vandalism of Images****Credits:** 3**Description:**

This course will examine the history of iconoclasm and the vandalism of images, cultural artifacts and sites throughout history, beginning with antiquity and continuing up to the present moment. This course fulfills the ethical inquiry cluster.

**AH 206 - Design History****Credits:** 3**Description:**

A survey of design from the seventeenth to the twentieth century. Emphasizes a wide range of design production in Europe and the U.S. and examines a variety of work including furniture, interiors, and product design. A special emphasis is placed on graphic design.

**AH 211 - Introduction to Museology****Credits:** 3**Description:**

Introduces students to the history, philosophy, structures and goals of museums as well as examines primary missions of museums and cultural institutions. Course addresses contemporary issues and ethical challenges facing museums today.

**AH 212 - World Art I****Credits:** 3**Description:**

An introduction to artistic traditions before 1400. Includes the art of Egypt, Greece, Rome, India, China and Europe.

**AH 214 - Modern Art****Credits:** 3**Description:**

Investigates the historical and theoretical premises of modernism. Surveys the visual arts from the late nineteenth century through the 1960s. Includes stylistic movements such as Cubism, Expressionism, and Surrealism.

**AH 215 - World Art II****Credits:** 3**Description:**

An introduction to artistic traditions from 1400 to 1800. Topics include European Renaissance and Baroque, and the artistic conventions of Africans, Native Americans, and Islamic peoples.

**AH 245 - Art Fundamentals for the Elem Classroom Teacher****Credits:** 3**Description:**

This course is designed to provide basic information and practical skills necessary to develop and teach lessons devoted to art education at the elementary school level. (Grades K-6.) The aim of this course is to give non-art, education majors the fundamentals of art and art history and demonstrate how that information may be applied in the classroom toward curriculum development. Required for non-art Elementary Education majors.

**AH 245 - Art Fundamentals for the Elementary Teacher****Credits:** 3**Prerequisites:** ED206**AH 262 - Art and Architecture in the Roman Catholic World**

**Credits:** 3

**Description:**

This course provides students with a basic understanding of the art and architecture produced in the Roman Catholic world. It will begin by looking at the art and architecture produced in the Late Antique/Early Christian periods and will continue through the Renaissance. Study of these works will be considered in light of the Roman Catholic traditions, the rise of monasticisms and mendicant orders, the framework of pilgrimage traditions and the cult of relics, the developing urban centers as well as developments in lay organizations.

### **AH 303 - Contemporary Art**

**Credits:** 3

**Description:**

Explores issues and developments since the 1960s in the visual arts with special emphasis on trends and artistic process.

### **AH 312 - Nineteenth Century Art**

**Credits:** 3

**Description:**

Analyzes European and American painting and sculpture of the nineteenth century. Topics include Neoclassicism, Romanticism, Realism, Impressionism and Symbolism.

### **AH 324 - Non-western Art**

**Credits:** 3

**Description:**

This course introduces students to the origins and developments of art in Non-western cultures. Students will study work produced by artists working in Africa, Asia, the Pacific and the Americas. The class will examine a wide variety of art forms including sculpture, architecture, painting and other ephemeral art forms.

### **AH 326 - Special Topics in Twentieth Century Art**

**Credits:** 3

**Description:**

This course will address issues and themes in art of the twentieth century. Students will learn various theories and philosophies and use them to consider artistic practices. Topics will vary.

### **AH 339 - Women Artists and Modernism**

**Credits:** 3

**Description:**

Examines the work and issues of women artists using a variety of theoretical approaches. Emphasis is on artists of the late nineteenth and twentieth centuries.

### **AH 341 - Study Abroad**

**Credits:** 3

**Description:**

A Winter, Fall, Spring, or Summer short study abroad course. Content in travel seminars vary.

### **AH 346 - African/African American Art**

**Credits:** 3

**Description:**

This course surveys African American art and its context, including case studies of relevant African art. Social history is emphasized.

## **AH 347 - Latin American Art**

**Credits:** 3

**Description:**

Surveys the visual art of Latin America, from colonial times to the present, with an emphasis on the twentieth century. Issues such as colonialism and nationalism, modernism vs. tradition, and contemporary identity are included.

## **AH 348 - History of Photography**

**Credits:** 3

**Description:**

A survey of the popular and fine art uses of photography from its invention in the nineteenth century to today. Emphasizes the theoretical and critical issues that have accompanied photography's development as an art form.

## **AH 360 - Critical Issues In Museology**

**Credits:** 3

**Prerequisites:**

AR111, AH211

**Description:**

Through an examination of theoretical issues this course will help students understand the role of museums in American Society. The presentations, discussion and materials will foreground art museums, particularly the encyclopedic collection but will be broad enough to be applicable to other cultural institutions.

## **AN 140 - Current Topics in American Culture**

**Credits:** 3

**Description:**

Enhances academic language skills and imparts knowledge of American culture with the cultural relativistic perspective. For non-native speakers by permission only

## **AN 225 - Cultural Anthropology**

**Credits:** 3

**Description:**

Investigates the varieties and similarities in different societies and cultures.

## **AN 250 - Anthropology of Food**

**Credits:** 3

**Description:**

Examines food from a biocultural perspective, focusing on the relationship between food and social change, the social organization and ideological underpinnings of food-related behavior, and the political economy of food. Ethnomedical issues relating to health and disease, as well as policy analysis of strategies to combat global hunger will be explored.

## **AN 410a - Seminar: Topics in Anthropology, Sociology, and Criminal Justice**

**Credits:** 3

**Description:**

Involves intensive study and exploration of rotating topics in the fields of anthropology, sociology, and/or criminal justice. These topics will focus on timely social issues, specialized content areas, and/or methods of social research. A minimum GPA of 2.5 is required.

## **AN 420 - Forensic Anthropology**

**Credits:** 3

**Description:**

This course is an introduction to the basic principles of forensic anthropology, an applied field within the larger discipline of biological anthropology that uses human osteology (human skeletal anatomy), archaeology, and other anthropological research methods to solve problems of medico-legal significance, primarily the determination of personal identity and cause of death from human remains. The course will discuss the application of forensic anthropology to human rights missions, military identifications, and mass fatalities.

## **AR 111 - Drawing I**

**Credits:** 3

**Description:**

A foundation class designed to develop the student's ability to "see" and understand the elements of drawing and composition. Line, form, space, scale and value will be explored through a series of exercises and projects.

## **AR 113 - 2D Design**

**Credits:** 3

**Description:**

An introduction to two-dimensional design as an integral element in the process of art making. Workshop projects will cover areas of perception, balance, value, color, texture and scale.

## **AR 118 - 3D Design**

**Credits:** 3

**Description:**

A foundation studio class that explores the language of three-dimensional form and design principles. Students are introduced to a variety of materials including wire, clay, cardboard, and plaster. Studio work, outside assignments, lectures, slides, and demonstrations.

## **AR 204 - Color Theory**

**Credits:** 3

**Description:**

Studio class that analyzes the study and perception of color. Examines the components of color, color action and interaction. Exercises in color perception and creative projects.

## **AR 210 - Mediated Identities: Exploring and Understanding Cultural Identity through Sound, Performance and Video Art**

**Credits:** 3

**Description:**

Students will explore and understand their own media-saturated cultural identity using smart phones, laptops, digital recorders and other new media resources. Through research and hands-on experience students learn how artists through the ages have utilized new technologies to create political and cultural constructs, and how 20th century cultural and global events set the stage for the development of these powerful forms of 21st century communication.

## **AR 216 - Watercolor**

**Credits:** 3

**Description:**

Develops a diverse body of experiences in the techniques and principles of transparent and opaque watercolor painting; studio exercises, mixed media, collage techniques.

## **AR 220 - Digital Art I**

**Credits:** 3

**Description:**

Introduces computers in the making of visual art. Students work with a variety of peripherals and software and learn to appreciate the special creative possibilities they afford.

## **AR 221 - Digital Illustration**

## **AR 221 - Computer Illustration**

**Credits:** 3

**Description:**

Computer Illustration is a course which emphasizes the basic concepts and techniques of illustration. It will focus on the use of the computer as a means of conveying these ideas in their final state and investigate the computer's role in challenging and redefining the artistic boundaries of this art form.

### **AR 224 - Graphic Design I**

**Credits:** 3

**Description:**

This course is an introduction to the electronic tools and methods essential to communicate the needs of business and industry today. In it, students will develop professional standards, logos, brochures and package designs.

### **AR 226 - Drawing II**

**Credits:** 3

**Prerequisites:**

AR111

**Description:**

Continuation of the principles developed in Drawing I with emphasis on perception and understanding of the concepts of drawing and the ability to do independent work. Field trips required.

### **AR 227 - Life Drawing**

**Credits:** 3

**Description:**

Studies the fundamentals of the human form through studio classes working directly from the human figure.

### **AR 229 - Photography I**

**Credits:** 3

**Description:**

An in-depth study of the digital photo workflow from concept to completion. Students will work with a digital camera and computer software to shoot, edit, and print their photographs in both black and white, and color. Emphasis is on composition and exposure skills.

### **AR 233 - Relief Printmaking**

**Credits:** 3

**Description:**

Considers design dynamics and processes of the cardboard plate, collagraph, and woodcut print. Emphasizes creative graphic expression and technical command.

### **AR 235 - Serigraphy**

**Credits:** 3

**Description:**

Explores development of prints through the silk-screen process; separation planes and registration; use of glue, tusche, lacquer and film resists, free brush, cut and photographic methods.

### **AR 236 - Video Art**

**Credits:** 3

**Description:**

An introduction to video art designed to develop students' skills in becoming technically proficient and insightful video makers. Through narrative and non-narrative projects, students gain hands-on experience in the technical, conceptual, and cultural elements of video art as well as the creative and expressive characteristics of the media.

### **AR 243 - Ceramics I or AR 229 Photography**

### **AR 243 - Ceramics I**

**Credits:** 3

**Description:**

Explores basics of ceramic fabrication in pinch, coil, and slab techniques. Emphasis is on design principles applied through handbuilding and glazing. Studio work, outside assignments, lectures, slides, and demonstrations.

**AR 248 - Typography/Layout****Credits:** 3**Description:**

A study of the anatomy of letterforms including its aesthetic characteristics. The emphasis will be on type as a design form and its synthesis with other images in a unified visual field.

**AR 250 - Sculpture I****Credits:** 3**Description:**

Focuses on the making of sculptural objects through the investigation of historic and contemporary trends and by developing personal and perceptual considerations, technical skill, and the development of an individual working process. Required museum and gallery trips.

**AR 262 - Concepts of Painting****Credits:** 3**Description:**

A studio class appropriate for all levels, concepts of painting explores the approaches to the development, organization and invention of painted form.

**AR 280 - Painting I****Credits:** 3**Description:**

Studies the elements of painting, color, form and composition through a systematic series of exercises using still life, nature, and model. Includes studio work, outside assignments, lectures, slides, and demonstrations.

**AR 308 - Photography II****Credits:** 3**Prerequisites:**

AR229, AR208, AR317

**Description:**

Discusses functional and aesthetic application of photographic skills in sequential series of problem solving exercises and interpretive experiences.

**AR 310 - Junior Comprehensive****Credits:** 1**Description:**

Students are expected to participate in a group exhibition in their junior year. They must have completed all introductory art requirements (or approved equivalents) before taking this course. The work will include independent work in drawing, painting, 2D and 3D design as well as class projects. A satisfactory grade must be received before taking Senior Seminar.

**AR 314 - Exploratory Painting****Credits:** 3**Prerequisites:**

AR280

**Description:**

A studio workshop which encourages the student to investigate and experiment with a variety of painting media, techniques, and concepts. Demonstrations of materials, lectures, studio and outside assignments. Museum and gallery trips required.

### **AR 315 - Intaglio**

**Credits:** 3

**Prerequisites:**

AR111

**Description:**

Explores techniques and dynamics of engraving and etching of metal plates and the monoprint.

### **AR 319 - Intermediate Sculpture**

**Credits:** 3

**Prerequisites:**

AR250

**Description:**

Offers a wide range of contemporary sculptural expression, including objects, multi-media projects and site works. Emphasis is placed on individual direction through studio projects, drawing and research. Required museum and gallery trips.

### **AR 327A - Life Drawing II**

**Credits:** 3

**Prerequisites:**

AR227

**Description:**

Further explores the human form with additional attention given to elements of drawing.

### **AR 327B - Life Drawing III**

**Credits:** 3

**Description:**

A continuation of AR 327A.

### **AR 337 - Identity Design**

**Prerequisites:**

AR248, CS230, AR357, AR224

**Description:**

This course concentrates on the creation, and visual communication of identity systems. Students will not only design logos and ID packages, but also will review and develop the design skills needed to fulfill a client's mission and how best to visually communicate their identity to the marketplace. Formerly Video Art-Fall 2015 and earlier; Formerly numbered AR339I-Spring 2018 and earlier.

### **AR 339 - Video Art II**

**Credits:** 3

**Prerequisites:**

AR236 or permission of instructor

**Description:**

This intermediate course advances techniques and conceptual foundations learned in Video Art I. Through technical demonstrations and assignments, students develop their video work while investigating a variety of formats and presentations in video art. Emphasis on personal expression and experimental approaches.

### **AR 339 - Video/Digital Art**

**Prerequisites:**

AR220, AR210

**Description:**

An introduction to video art designed to develop students' skills in becoming technically proficient and insightful videomakers. Students create narrative and non-narrative projects, gaining hands-on experience in the technical and conceptual/cultural elements of video art as well as their creative and expressive media.

### **AR 339i - Identity Design**

**Credits:** 3

**Prerequisites:**

AR 224, AR248, AR357, CS230

**Description:**

This course concentrates on the creation, and visual communication of identity systems. Students will not only design logos and ID packages, but also will review and develop the design skills needed to fulfill a client's mission and how best to visually communicate their identity to the marketplace.

### **AR 341 - Interm Painting I**

**Credits:** 3

**Prerequisites:**

AR280

**Description:**

Continues to explore the elements of painting with greater emphasis on development of individual vocabulary, awareness of styles, and use of a variety of media and technologies. Studio work, outside assignments, slide lectures, and demonstrations. Required museum and gallery trips.

### **AR 342 - Interm Painting II**

**Credits:** 3

**Prerequisites:**

AR341

**Description:**

Continues Intermediate Painting I.

### **AR 343 - Ceramics II**

**Credits:** 3

**Prerequisites:**

AR243 or permission of instructor.

**Description:**

Explores advanced skills in ceramic sculpture and pottery production. Techniques include large-scale piece work, moldmaking, slip-casting, and glaze design.

### **AR 348 - Graphic Design II**

**Credits:** 3

**Prerequisites:**

AR224

**Description:**

This course will emphasize students' abilities to work at a more professional level of design, and develop their own unique style. Students will focus on the electronic tools and methods essential to create advanced art, and design with a clear communicating message.

### **AR 349 - Digital Art II**

**Credits:** 3

**Prerequisites:**

AR220

**Description:**

An intermediate level course meant to further develop new media explored in Digital Art I. Students use digital tools to gain insight into their unique aesthetic concepts and characteristics. They will be encouraged to develop an individual vocabulary, conceptual ideas and an awareness of new media styles and their relationship with them.

## **AR 350 - Digital Imaging I**

**Credits:** 3

**Prerequisites:**

AR220 Digital Art I or similar course.

**Description:**

Appropriate for artists, designers and photographers, this class investigates the technical processes and expressive concepts available to artists with digitized images. Students will explore digital imaging technologies, their creative potential and application.

## **AR 357 - Web Design**

**Credits:** 3

**Prerequisites:**

AR224, CS230, AR220, AR248 or permission of instructor.

**Description:**

An intermediate/upper-level offering on Web design for Internet communication, which has become a major mode of communication for business, advertising, and many other professional groups. This is a studio course where students will use digital concepts, tools, and methods to gain insight into the interactive, non-linear characteristics of Web pages, and to find creative solutions for integrating their benefits into designs that aesthetically convey their intended message.

## **AR 358 - Typography II**

**Credits:** 3

**Prerequisites:**

AR248

**Description:**

This course provides additional experience as the student continues to build on the foundation established in Typography I. It will help refine essential typographical skills and help prepare the student for advanced graphic design work.

## **AR 360 - Interactive Design**

**Credits:** 3

**Prerequisites:**

AR224, AR248, AR357, CS230, CS360

**Description:**

This course focuses on understanding the relationship between user interface, its context, and intuitive human behavior in order to create a successful graphic user experience.

## **AR 404 - Intermediate Intaglio**

**Prerequisites:** AR315

## **AR 414 - Computer Animation**

**Credits:** 3

**Prerequisites:**

AR221, AR220, AR224

**Description:**

This course provides experience in basic animation concepts and techniques including 3-D modeling, rendering, animating and recording. Prerequisite: Must have completed one computer course 200-level or above or have permission of the instructor.

## **AR 415 - Exploratory Drawing**

**Credits:** 3

**Prerequisites:**

AR111, AR227

**Description:**

Investigates the means, elements, and materials of vision. Includes traditional and contemporary concepts and techniques of expressive drawing projects in diverse subjects and media.

### **AR 417 - Adv.Painting I**

**Prerequisites:** AR342

### **AR 417A - Advanced Painting I**

**Credits:** 3

**Prerequisites:**

AR342

**Description:**

The experienced student will have the opportunity to examine more complex and experimental ways of picture making and painting techniques in order to satisfy personal goals and concepts. Current issues will be explored and personal direction and decision-making encouraged.

### **AR 417B - Advanced Painting II**

**Credits:** 3

**Prerequisites:**

AR417A

**Description:**

A continuation of AR 417A.

### **AR 419 - Multimedia**

**Credits:** 3

**Description:**

A digitally based course which develops hands on experience as well as a perspective on developments in this growing field through readings and lecture. Students create interactive projects that combine images, sound and animation.

### **AR 437 - Adv Portfolio Design**

**Credits:** 3

**Prerequisites:**

AR224, AR248, AR350, AR348

**Description:**

Conceptualizing, planning and producing advanced graphic and advertising design projects for the purpose of building a professional visual communications portfolio.

### **AR 440 - Advanced Photography**

**Credits:** 3

**Prerequisites:**

AR308

**Description:**

Explores the fundamentals of image making as a creation of both technology and art. The development of visual literacy goes hand in hand with a focus on software and technology. This course prepares students to make digitally based photography informed by technical, conceptual, and aesthetic choices.

### **AR 445 - Advanced Studio Projects**

**Credits:** 3

**Prerequisites:**

Students must be at intermediate level of their chosen discipline.

**Description:**

Designed for upper level students working in a variety of media. Course emphasis is on group analysis of various media applied to shared themes.

## **AR 450 - Advanced Sculpture**

**Credits:** 3

**Prerequisites:**

AR319

**Description:**

Explores current issues in sculpture and individual critical thinking in studio and site-based work. Guided assignments are followed by studentproposed projects based on individual concerns and working process.

## **AR 455 - Senior Seminar**

**Credits:** 2

**Prerequisites:**

AR310

**Description:**

Guides the development of individual research as it relates to student?s work. Required by all art majors, it includes proposal writing, development of concepts/techniques and a research paper.

## **AR 456 - Digital Imaging II**

**Credits:** 3

**Prerequisites:**

AR350, AR220

**Description:**

This course provides a platform for students to develop more complex photo art solutions, both in scale and in concept. The projects will balance students' technical skills with artistic expression and develop a more professional standard in preparation for a computer graphics career.

## **AR 465 - B.A. Senior Exhibition**

**Credits:** 2

**Prerequisites:**

AR455

**Description:**

For B.A. students; requires the student to participate in a final group exhibition in the second semester of senior year.

## **AR 466 - BFA Thesis and Exhibition**

**Credits:** 4

**Prerequisites:**

AR455

**Description:**

Independent development of a thesis project and a solo exhibition in the second semester of senior year.

## **AR 487 - Field Internship I**

**Credits:** 2

**Description:**

A pre-professional, introductory experience in a career field. Internships responsibilities are entrylevel in nature. The intern and internship faculty advisor develop related learning objectives.

## **AR 489 - Field Internship II**

**Credits:** 2

**Description:**

A second pre-professional experience in a career field. Learning objectives and assignments should incorporate knowledge gained in Field Internship I and demonstrate new, substantive learning goals.

### **AR 490 - Field Internship III**

**Credits:** 2

**Description:**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and assignments must incorporate knowledge gained in Field Internships I and II and demonstrate new, substantive learning goals.

### **AR 499 - Independent Study**

**Credits:** 3

**Description:**

An intensive study of a topic the student wishes to pursue independently. The topics, method of study and goals are to be approved by the instructor who will be working with the student. Permission required.

### **AS 101 - American Sign Language I**

**Credits:** 3

**Description:**

Introduces the culture and natural language of the deaf community in North America. Through study, practice and conversation, students learn and synthesize the basic syntax and signs.

### **AS 102 - American Sign Language II**

**Credits:** 3

**Prerequisites:**

AS 101 or equivalent

**Description:**

Continues AS 101.

### **AS 103 - American Sign Language III**

**Credits:** 3

**Prerequisites:**

AS 102 or equivalent

**Description:**

This course integrates and refines expressive and receptive skills in American Sign Language(ASL). ASL III is a practice oriented approach to language acquisition with demonstration of more sophisticated grammatical features of ASL. ASL III increase fluency and accuracy in fingerspelling and numbers.

### **AS 125 - Introduction to the Deaf Community**

**Credits:** 3

**Description:**

Taught in English, this course will introduce students to the Deaf culture, its people and their norms. This course will immerse students into the lives of Deaf people, how they act and learn about various perspective etc. This course will also dive into important Deaf people within the community and Deaf artists who have contributed to the Deaf community.

### **AS 201 - Intermediate Asl I**

**Credits:** 3

**Prerequisites:**

ASL103 or equivalent

**Description:**

Prerequisites: ASL 1, 2, and 3. Students will further their education of American Sign Language by drawing upon previously acquired knowledge, while introducing students to more complex grammatical and lexical structures to further develop communicative proficiency and cultural knowledge. This course focuses on the ASL features of time, classifiers, space and non-manual markers.

### **AS 202 - Intermediate Asl II**

**Credits:** 3

**Prerequisites:**

ASL201 or equivalent

**Description:**

Prerequisites: Intermediate ASL I: This class is a continuation and building on achievement of an active command of the language and a strong foundation of ASL vocabulary and language structure. Students will be expected to demonstrate a progressively stronger competency in expressive and receptive skills of ASL. The cultural characteristics of the Deaf and Hard of Hearing communities will be discussed.

### **AT 230 - Introduction to Art Therapy**

**Credits:** 3

**Prerequisites:**

PS150

**Description:**

This course offers an introduction to the art therapy profession. Students will learn about the interface of art and therapy, as well as basic theory and application. Students will participate in experiential art exercises which will provide exposure to the use of the creative process of communication through art.

### **AT 310 - Art Therapy Methods**

**Credits:** 3

**Prerequisites:**

AT230

**Description:**

This course offers students the opportunity to learn about various art materials and techniques of practice applicable to the needs of a varying client population. Through direct experience, students focus on the relationship of art making to art therapy.

### **AT 320 - Art Therapy In Practice**

**Credits:** 3

**Prerequisites:**

AT230

**Description:**

Students study specific applications of art therapy as they relate to clinical populations from children to adults. Art-based assessment and art therapy methods with individuals and groups are examined.

### **BI 101 - General Biology I**

**Credits:** 3

**Prerequisites:**

MA130

**Description:**

Introduces principles of modern biology, bio-organic compounds, morphology and functions of the cell, human anatomy and physiology.

### **BI 101L - General Biology I Laboratory**

**Credits:** 1

**Prerequisites:**

MA130

**Description:**

Explores morphology, physiology and behavior of selected specimens representing the invertebrate groups. Investigates basic enzyme function and cellular concepts. 21½ hrs. lab. BI 101L can be taken independently from BI 101.

### **BI 102 - General Biology II**

**Credits:** 3

**Prerequisites:**

BI101

**Description:**

Presents principles of genetics, evolution, behavior, plant biology and ecology.

**BI 102L - General Biology II Laboratory**

**Credits:** 1

**Prerequisites:**

BI101

**Description:**

Explores anatomy and physiology of major plant groups as well as unicellular algae and fungi. Students conduct experiments in various areas of plant physiology including photosynthesis, pigment separation, plant-water relations, plant hormones and osmosis. 21½ hrs. lab. BI 102L can be taken independently from BI 102.

**BI 103 - Biological Principles**

**Credits:** 3

**Description:**

Introduces non-science majors to basic concepts in biological thought. Topics focus on the structure and function of the cell, bio-organic compounds, photosynthesis, respiration, genetics, systems of the body and their health, and ecology.

**BI 103L - Biological Principles Laboratory**

**Credits:** 3

**Description:**

The first half is devoted to performing experiments related to lecture, for example, transpiration, analysis of bio-organic compounds, pedigree studies. The second half is devoted to the study of various representative organisms from the plant and animal kingdom.

**BI 106 - Ecology**

**Credits:** 3

**Description:**

Introduces students to principles of ecology. Lecture topics include energy flow and mineral cycling, comparative ecosystem ecology detailing selected aquatic and terrestrial ecosystems, and population dynamics emphasizing growth, regulation and social systems.

**BI 109 - Marine Biology**

**Credits:** 3

**Description:**

Analyzes varied representatives of the marine environment, their influences, habitats, and adaptations to their surroundings.

**BI 110 - The Human Body**

**Credits:** 3

**Description:**

Provides a basic understanding of the structure and function of the human body. Students will become familiar with the terminology related to anatomical and physiological features and will be able to apply such knowledge to everyday living.

**BI 203 - Human Anatomy and Physiology I**

**Credits:** 3

**Prerequisites:**

MA220, MA130 and higher or other equivalent math core

**Description:**

This course is geared toward students who are pursuing careers in nursing and the allied health sciences. The study of anatomy and physiology provides the strong foundation needed to support student's clinical experiences. The structure and function of the human body is introduced in systematic fashion from the cellular and molecular level to more complex interacting organ systems. Emphasis is placed on the mechanisms and regulation of body processes that maintain life in the face of environmental change. This course covers levels of organization, support and movement, integration and coordination. Prerequisite for the nursing program.

## **BI 203L - Human Anatomy and Physiology Laboratory I**

**Credits:** 1

**Prerequisites:**

BI203

**Description:**

Laboratory exercises correlate with materials covered in lecture. Prerequisite for the nursing program.

## **BI 204 - Human Anatomy and Physiology II**

**Credits:** 3

**Prerequisites:**

BI203, BI203

**Description:**

A continuation of BI 203. This course covers transport, absorption and excretion and the human life cycle. Prerequisite for the nursing program.

## **BI 204L - Human Anatomy and Physiology Laboratory I**

**Credits:** 1

**Prerequisites:**

BI204

**Description:**

Laboratory exercises correlate with materials covered in lecture. Prerequisite for the nursing program. This course is cross-linked in content with BI 208L.

## **BI 207 - Physiology I**

**Credits:** 3

**Prerequisites:**

BI102 or BI103, MA131

**Description:**

How animals, including humans, function from the molecular to whole organism level. Includes comparative and medical aspects of physiology.

## **BI 207 - Physiology**

**Credits:** 3

**Prerequisites:**

BI103, BI102, MA131

**Description:**

How animals, including humans, function from the molecular to whole organism level. Includes comparative and medical aspects of physiology.

## **BI 207L - Physiology Lab I**

**Credits:** 3

**Co-requisites:**

BI207

**Description:**

Explores physiology through standard and original experiments. Develops skills in communication and research.

## **BI 208 - Anatomy**

**Credits:** 3

**Prerequisites:**

BI207, BI201

**Description:**

A continuation of BI 207. This course covers transport, absorption, excretion and the human life cycle. This course is cross-linked in content with BI 204.

## **BI 208L - Anatomy Lab**

**Credits:** 1

**Co-requisites:**

BI208

**Description:**

Explores anatomy using models and preserved specimens and the dissection of select vertebrates.

## **BI 210 - Cell Biology**

**Credits:** 3

**Prerequisites:**

CH401, BI207

**Description:**

Introduces cellular morphology and physiology. Discussions include membrane structure, transport channels, membrane receptors and signal transduction, motility as well as mechanisms of cellular reproduction such as DNA replication, transcription, translation and regulation of gene expression. An experimental approach is used to familiarize students with treatments of experimental data.

## **BI 210L - Cell Biology Laboratory**

**Credits:** 1

**Co-requisites:**

BI210

**Description:**

Current techniques in cell and molecular biology are presented and selected topics discussed in BI 210 lectures are further illustrated with laboratory experiments. Techniques include preparation of DNA, RNA and cellular organelles; electrophoretic separations of proteins and nucleic acids; and selected biochemical assays.

## **BI 212 - Biostatistics**

**Credits:** 1

**Prerequisites:**

BI102

**Description:**

Studies the use of statistics in biological experimental design and analysis of results. Must be completed by end of sophomore year.

## **BI 216 - Statistics for Biology**

**Credits:** 3

**Prerequisites:**

BI102

**Description:**

Applies statistical methods of analysis to the medical/health and natural sciences. Introduces sampling, descriptive statistics, probability and experimental design methods as used in biological experiments. Also covers discrete and continuous probability distributions, hypothesis testing, correlation and regression.

## **BI 301 - Histology**

**Credits:** 3

**Prerequisites:**

BI207

**Description:**

Investigates structure, function and associations of cells, tissues and organs of humans. Emphasis on normal histology.

## **BI 301L - Histology Laboratory**

**Credits:** 1

**Co-requisites:**

BI301

**Description:**

Examines histologic slides of normal mammalian tissues and organs in correlation with BI 301.

## **BI 302 - Embryology**

**Credits:** 3

**Prerequisites:**

BI207

**Description:**

Studies the major developmental stages and processes with an emphasis on vertebrate embryos. Discusses gametogenesis, fertilization, cleavage, formation of primitive germ layers, differentiation, tissue induction and organogenesis using classical descriptive and comparative embryology, and current molecular and cellular concepts.

## **BI 302L - Embryology Laboratory**

**Credits:** 1

**Co-requisites:**

BI302

**Description:**

Traces the morphological development of organisms from the maturation process to total embryonic development. Representative organisms include the starfish, frog, chick and pig.

## **BI 305 - Environmental Biology**

**Credits:** 3

**Prerequisites:**

BI207, BI102 and MA131

**Description:**

Presents a balanced detailed approach to ecology focusing on plant and animal interactions and their relationship to their environment, ecosystem dynamics, ecosystem analysis related to conservation of resources, quantitative models related to sustainability, and species diversity. Course in statistics will be helpful.

## **BI 305L - Environmental Biology**

**Credits:** 1

**Co-requisites:**

BI305

**Description:**

Introduces student to field, laboratory, experimentation relation to plant and animal aggregation, population interactions, ecosystem structure and function, and adverse environmental conditions on ecosystems.

### **BI 311 - Research As A Tool**

**Prerequisites:** CH203, BI207

**Description:** Introduces students to the techniques of research and familiarizes them with the literature sources within the field; incorporates supervised and independent work. Prerequisite: BI 207, biology major, permission of the department chair. 1 hr. formal meeting; other meetings as required.

### **BI 315 - Microbiology**

**Credits:** 3

**Prerequisites:**

CH112, BI207 or CH401

**Description:**

Treats morphology, physiology and genetics of selected microorganisms and their role in environmental, health, and industrial processes.

### **BI 315L - Microbiology Laboratory**

**Credits:** 1

**Co-requisites:**

BI315

**Description:**

Reinforces and illustrates concepts introduced in BI 315. Students learn to work with and understand microorganisms and learn to recognize microbiological phenomena from experimental findings, ultimately applying such findings to broad biological principles.

### **BI 315N - Nursing Microbiology**

**Credits:** 3

**Prerequisites:**

BI204 and CH110

**Description:**

Required course for nursing majors. Treats morphology, physiology and genetics of selected microorganisms and their role in environmental, health, and industrial processes.

### **BI 315X - Nursing Microbiology Laboratory**

**Credits:** 1

**Co-requisites:**

BI315N

**Description:**

Required course for nursing majors. Reinforces and illustrates concepts introduced in BI 315N. Students learn to work with and understand microorganisms and learn to recognize microbiological phenomena from experimental findings, ultimately applying such findings to broad biological principles.

### **BI 316 - Immunology**

**Credits:** 3

**Prerequisites:**

BI315, CH112

**Description:**

Investigates the sources and mechanisms of the immunological responses, focusing on mechanisms in the human body.

### **BI 316L - Immunology Laboratory**

**Credits:** 1

**Co-requisites:**

BI316

**Description:**

Provides practical exposure to both current and more traditional immunological methodologies. Students are introduced to techniques such as antibody production, analyses of antibodies as well as cellular interactions among various populations of immune cells.

## **BI 402 - Genetics**

**Credits:** 3

**Prerequisites:**

CH401, BI207

**Description:**

Studies the principles of modern and Mendelian genetics, including structure of genes and chromosomes, patterns and mechanisms of transmission, nature and cause of mutations, polygenic inheritance, genetic mapping, and population genetics. Introduces theories of genetic engineering.

## **BI 402L - Genetics Laboratory**

**Credits:** 1

**Prerequisites:**

NS311 and permission of instructor

**Co-requisites:**

BI402

**Description:**

Introduces natural science majors to the techniques of project and experimental design. Students conduct independent research and analysis. 1 hr. meeting with lab time as required.

## **BI 405 - Physiology Of Disease**

**Prerequisites:** BI315, BI207

**Description:** An introduction to the mechanisms of disease. Students will learn how diseases are caused at the molecular, cellular, and organ system levels, and how diseases affect structure and function. The biological basis of treatment will also be explored.

## **BI 489 - Field Internship**

**Credits:** 3

**Description:**

Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

## **BI 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers.

## **BU 101 - Survey of Economics**

**Credits:** 3

**Description:**

Introduces students to the essentials of economics and how economics affects households, businesses and government. Topics include concepts of supply and demand, savings and investments, and the production, distribution and consumption of goods and services. Students gain a moral, ethical and practical perspective in exploring the dynamics of economic change occurring in world markets and its

impact on populations and governments. This course cannot be taken for major credit for any Business or Computer Science major except for Healthcare Administration.

## **BU 105 - Contemporary Business**

**Credits:** 3

**Description:** Surveys the various fields of business. The student will be introduced to the different forms of business ownership, managerial skills, marketing principles, accounting, financial analysis, computer terminology, money and banking, business law and international trade.

## **BU 110 - Business Communications**

**Credits:** 3

**Prerequisites:**

CS 115 or waiver, CS115, CS115X

**Description:**

Emphasizes models of management-oriented modern business communications in the digital age: letters, reports, memoranda, emails, blogs and digital résumés. Develops oral communication skills: interviews, presentations, listening techniques. Includes use of computer lab and relevant presentation, writing and report generating technologies.

## **BU 205 - Principles of Economics I**

**Credits:** 3

**Prerequisites:**

MA 112 or other equivalent math core with grade of B- or higher

**Description:**

This course introduces students to the fundamentals of microeconomic theory. It deals with the behavior of individual economic units that are small relative to the national economy. The course explains how consumers, workers, investors, owners of land, and business firms make their decisions, and how they interact to form larger units of markets and industries. A thorough survey of market failure and government failure also will be covered.

## **BU 208 - Introduction to International Business**

**Credits:** 3

**Prerequisites:**

BU105

**Description:**

Analyzes the economic, cultural, political, and legal context in which International Business is conducted. It reviews the major factors linked to the development of International Business. The course considers globalization, the economic and political aspects of trade, how countries differ, the global monetary system and foreign exchange.

## **BU 210 - Principles of Economics II**

**Credits:** 3

**Prerequisites:**

BU205

**Description:**

This course introduces students to the fundamentals of macroeconomic theory. It deals with aggregate economic quantities, such as the level and growth rate of national output, interest rates, unemployment, and inflation. The course explains how the aggregate markets for goods and services, for labor, and for corporate stocks and bonds are formed, what the trade-off is between inflation and unemployment, and how the government develops and implements its monetary and fiscal policies.

## **BU 211 - Accounting I**

**Credits:** 3

**Prerequisites:**

MA131, MA140, MA220, MA106, MA130, MA221, MA112 or other equivalent math core with grade of B- or higher.

**Description:**

This course introduces fundamental principles in financial accounting. It provides a basic understanding of accounting theory, practices, and procedures through the accounting cycle as well as recording transactions in journals and ledgers. The course introduces the basic financial statements of balance sheet, income statement, and statement of owner's equity, explaining their purpose and composition.

**BU 212 - Accounting II**

**Credits:** 3

**Prerequisites:**

BU211

**Description:**

This course covers the measurement and reporting of claims by creditors and equity investors; explains business structures of partnerships and corporations; and covers topics such as income taxes and financial analysis. The course introduces the statement of cash flows, its purpose and composition.

**BU 213 - Introduction to Healthcare Administration**

**Credits:** 3

**Description:**

This course introduces fundamental concepts in managing various kinds of healthcare organizations (HCOs) in the United States, emphasizing the integrated approach to management needed in today's complex healthcare delivery system. The course introduces the foundational structure and operation of the U.S. health care system and addresses challenges in the delivery of effective health care. Topics include the history and evolution of healthcare in the United States and its evolution, the role of participants in healthcare delivery, the nature and scope of various HCOs (hospitals, nursing homes, ambulatory care centers, rehabilitation centers, physician offices, etc.), the administration and financing of healthcare, the concept of managed care, and the role of government in healthcare delivery.

**BU 214 - Ethical Issues in Healthcare**

**Credits:** 3

**Description:**

The United States Healthcare system is facing continuous change on multiple fronts: access to care, quality of health care, rapidly changing technologies in prevention, treatment, and administration, informed consent and patient access to information and healthcare records, and recent legislative changes to Medicare and the Affordable Care Act. This course explores the ethical implications facing various kinds of healthcare facilities and practices, underscored by the essential tension between effective healthcare delivery and rising costs. Topics addressed include ethical theory and justice, moral integrity, organizational mission and culture, institutional codes of ethics, patient-centered issues (privacy, experimentation and autonomy, end-of-life issues), public health ethics (population health and epidemiology), market forces, and community responsibility.

**BU 215 - Accounting for Healthcare Managers****BU 217 - Accounting For Healthcare Managers**

**Credits:** 3

**Prerequisites:**

MA112 or other equivalent math core.

**Description:**

An overview of the basic accounting theory as applied to healthcare organizations, including fundamental accounting vocabulary (assets, liabilities, owners' equity/net assets, the accounting equation, Generally Accepted Accounting Principles), and an introduction to accounting tools and concepts, including key financial statements, valuation of assets and equities, recording and reporting financial information, depreciation, audits, ratio analysis, and capital structure and analysis.

**BU 220 - Introduction to Supply Chain Management****BU 221 - Marketing**

**Credits:** 3

**Prerequisites:**

CS115

**Description:**

Marketing is an organizational philosophy and a set of guiding principles for interfacing with customers, competitors, collaborators, and the environment. The class will cover the fundamental theories and concepts of marketing as well as real life applications including digital and social media strategies. Students will create a marketing plan for a real business at the end of the course.

**BU 223 - Healthcare Marketing**

**Credits:** 3

**Description:**

The increasingly well-educated patient in the highly-regulated healthcare marketplace presents new challenges to healthcare providers and facilities. Innovative approaches are required to provide information for patients-as-consumers. This course introduces foundational principles in marketing with particular emphasis on the unique applications to the healthcare industry. Topics include basic marketing concepts (marketing process and marketing strategy), fundamentals of consumer-patient focus (market research, market segmentation, buyer behavior), and the marketing mix (product, price, distribution, promotion and advertising, selling and sales management).

**BU 233 - Healthcare Marketing**

**Credits:** 3

**BU 235 - Choice: From Self-Management to Leader**

**Credits:** 3

**Description:**

This course is designed to teach students practical techniques that can accelerate the path to success in life. Students will acquire a mastery of thirtyfour tools, focusing on essential life skills that include areas such as goal setting, motivation, resourcefulness, communication, time, stress and conflict management, creative problem solving, teaming, and leading. These techniques will be positioned within the context of Caldwell University's Core Values – Respect, Integrity, Community, and Excellence. The emphasis will be on helping students carve out meaningful lives that make a difference based on these value choices.

**BU 236 - Where Law Meets Ethics: Corporate Social Responsibility**

**Credits:** 3

**Description:**

Businesses struggling to survive in the current economic climate are challenged to formulate ethical decisions that are also strategically sound. Some corporations purposefully pursue corporate social responsibility initiatives ("CSR") by attempting to impact the economy, the environment, and society at large in a positive way. After exploring the legal and ethical foundational concepts underlying business and societal decisions, this course analyzes effective utilization of CSR strategies to manage such issues as privacy and technology, workers' rights, sustainable environmental practices, marketing, workplace safety, product safety, bioethics and medical ethics, and intellectual property rights. Using a case study approach, students evaluate decision-making in diverse business settings, including for-profit and not-for-profit industries.

**BU 245 - Decision Analysis**

**Credits:** 3

**Description:**

The course introduces students to the essentials of rational decision-making under uncertainty. Topics include thinking about the decision problem in its entirety, making trade-offs when one cannot achieve all objectives at once, accounting for one's appetite for risk, coordination of current and future decisions, and proper structuring of decision processes.

**BU 251 - Introduction to Sport Management**

**Credits:** 3

**Description:**

This course introduces the student to the profession of sport management. Sport as a business is a significant part of the global entertainment industry and this survey course concentrates on various aspects of the field of sport management. Elements to be covered include the principles of sport business and entertainment management in professional, amateur, high school and collegiate settings. Students will be introduced to topics such as careers in the field, the evolution of the discipline and aspects of marketing, law, finance and economics which pertain to sport business. Event and facility operations as well as the ethical challenges in sport management will be reviewed.

## **BU 252 - Introduction to Esports Management**

**Credits:** 3

**Description:**

This course introduces the basic fundamentals and components of the current esports industry. Students will engage in a combination of academic reading, analyzing case studies, OER content, preparing the weekly assigned readings and exercises, participating in class discussions, and creating an esports management plan as a final project. We will study and analyze the overall esports business landscape on and off college campuses. Students will learn from the experiential projects focusing on the real-world events in the esports industry. The management topics we will study include: business administration, finance, marketing, sports law, communications, and event planning.

## **BU 260 - Principles of Management**

**Credits:** 3

**Prerequisites:**

BU105

**Description:**

This course focuses on the basic management skills of planning, organizing, leading, and controlling, with additional emphasis on ethics, social responsibility, and management skills for the future. This course deals with understanding the manager's job, decision-making, motivation, leading change, and innovation.

## **BU 301 - Business Analytics**

**Prerequisites:** CS285, CS219

**Description:** Business analytics is applied in operations, marketing, finance, and strategic planning, among other functions. The ability to use data effectively to drive rapid, precise and profitable decisions has been a critical strategic advantage for companies. As an introductory course in Business Analytics, this course provides fundamental concepts and tools needed to understand the emerging role of business analytics in organizations. Students apply basic business analytics tools in a spreadsheet environment and learn how to communicate with analytics professionals to effectively use and interpret analytic models and results for making better business decisions. Topics include managerial statistical tools in descriptive analytics and predictive analytics, including regression.

## **BU 302 - Hc, Budgeting, Finance, & Payment**

**Credits:** 3

**Prerequisites:**

BU217, MA207, BI216, BU305, PS208

**Description:**

A review of the accounting and financial management principles applicable to operational issues in health care. With reimbursement for services a critical element of quality care, this course examines the multiple payers for healthcare services and the inter-relationships among patients, payers, and intermediary entities, each with unique coding, compliance, documentation and financial reporting requirements. Specific attention is given to the Affordable Care Act, Medicare, electronic health records, revenue cycle management, and government incentive programs.

## **BU 305 - Introduction to Statistics**

**Credits:** 3

**Prerequisites:**

MA 112 and CS 219 or equivalents.

**Description:**

Studies the collection, classification, presentation, and analysis of statistical data with an emphasis on business applications.

## **BU 307 - Sociological Impact of Esports**

**Credits:** 3

**Description:**

This undergraduate course will present principles of sociological study along with a broad overview of the sociological impact of the esports industry. The course provides an overview of the esports world and incorporates analytical skills for applying theoretical perspectives to deepen awareness and understanding of social processes linking sports to the larger social world. The course provides a variety of topics,

including race, class, gender, media, politics, deviance, and globalization. Students will engage in a combination of academic reading, OER content, preparing the weekly assigned readings and exercises, participating in class discussions, to understand esports and society.

### **BU 320 - Legal Aspects/Int.Bus.**

**Prerequisites:**

BU208

**Description:**

Covers the law of private international trade from a managerial perspective. Includes the study of the legal environment of international business, international commercial transactions, foreign labor relations, anti-trust, dispute resolution and specific trade agreement treaties and federal trade law.

### **BU 321 - Intermediate Accounting I**

**Credits:** 3

**Prerequisites:**

BU212

**Description:**

Includes financial reporting, present value analysis, cash and short-term investments, receivable and inventories (cost and cost flow assumptions and special valuation methods). Emphasis on applying accounting principles to more complex accounting topics.

### **BU 322 - Intermediate Accounting II**

**Credits:** 3

**Prerequisites:**

BU321

**Description:**

Studies long-term plant assets, current liabilities and contingencies, long-term debt and investments, corporations and accounting for leases. Includes an analysis of current topics in accounting. Reviews C.P.A. exam questions as they relate to the above topics of study.

### **BU 323 - Cost Accounting**

**Credits:** 3

**Prerequisites:**

BU212

**Description:**

This course introduces fundamental principles in managerial accounting and its application to private industry. It includes basis cost accounting terms and processes and explains various costing systems for materials, labor, and overhead. It introduces analysis such as cost-volume-profit and break-even analysis as well as budgeting techniques, variance analysis, and benchmarking.

### **BU 325 - Auditing**

**Credits:** 3

**Prerequisites:** BU322

**Description:**

This course presents generally accepted auditing standards and procedures employed by accountants in the examination of financial statements. Discussions of the auditor's reports, planning the audit, and specific procedures applied to assets, liabilities, revenues, and expenses. It discusses the ethical framework governing auditors including Sarbanes Oxley legislation.

### **BU 327 - Interntl Marketing**

**Credits:** 3

**Prerequisites:**

BU 208 or BU 221

**Description:**

Examines the development of marketing strategy by the multinational firm in foreign countries. Marketing strategy is developed while addressing the business environmental elements of economics, politics, law, society, culture, competitions and scarce resources.

## **BU 330 - Principles of Management**

### **BU 331 - Sport Ethics**

**Credits:** 3

**Description:**

Students will learn and apply ethical theories in resolving ethical and moral issues in sport management. Ethics uses philosophical ethics models and theories to analyze such topics as cheating, competitive advantage, drug use, violence, discrimination, gambling, media, and intellectual property. External and internal constituent perspectives, such as from sports agents, sports media, coaches, participants, officials and referees, spectators, and parents, are considered. Students will analyze and challenge societal values, but also examine personal values to affirm, question, and adjust actions.

### **BU 332 - Federal Income Taxes**

**Credits:** 3

**Prerequisites:**

BU212

**Description:**

Introduces the fundamentals of income tax laws and procedures affecting individuals, partnerships, corporations, estates and trust.

### **BU 333 - Sport Marketing & Communication**

**Credits:** 3

**Prerequisites:**

BU221, BU251

**Description:**

This course covers the concepts of sport marketing and their execution in sport business and the broader marketplace. Topics include market research, sport promotion, sponsorship, licensing and advertising, social media. The merchandising and distribution of sport and sport-related products are explored. In addition, the role of communications as part of the marketing and public relations mix in sport business is examined.

### **BU 334 - Facility Operations & Event Management**

**Credits:** 3

**Prerequisites:**

BU251

**Description:**

The course covers the principles of facility operations and event management in sport business and entertainment management. It focuses on the basic concepts and ideas which are necessary to successfully execute the planning, organizing, publicizing and running of sporting and entertainment events. In addition, the course will address the planning, development, operations and maintenance of sport, leisure and entertainment facilities.

### **BU 335 - Enterprise Resource Planning**

### **BU 337 - Finance**

**Credits:** 3

**Prerequisites:**

BU305, BU210, BU212, MA311, MA207

**Description:**

Introduces the techniques employed by firms in raising and allocating funds. Describes analytical tools used by financial managers.

### **BU 343 - Creativity, Innovation & the Competitive Edge**

**Credits:** 3

**Description:**

Students will learn how to think creatively, individually and in teams, and apply creative problem solving to day-to-day managerial challenges that lead to innovation and continuous improvement. How to mobilize this resource in a company in a way that leads to

sustained competitive advantage and superior profits will be the focus.

## **BU 346 - International Trade & Development**

### **Prerequisites:**

BU208

### **Description:**

This course studies the theory of international trade, providing a fundamental underpinning to an understanding of the benefits of conducting business internationally. Topics covered include: comparative advantage, international trade agreements and institutions, regional economic integration with particular emphasis on the European Union (EU). The course also deals with the concept of economic development on a global scale. The course will pay particular attention to the role of trade and foreign direct investment in the economic expansion of under-developed countries.

## **BU 347 - Public Relations**

**Credits:** 3

### **Prerequisites:**

BU221

### **Description:**

Surveys the entire field of public relations: objectives, strategy, communication techniques, media selection, message content, implementation, budget, follow-up and evaluation.

## **BU 350 - Legal Environment of Business I**

**Credits:** 3

### **Description:**

This course examines the legal environment of business including legal liability and ethical issues in the context of the business and economic environments and in e-commerce applications. The course provides an overview of the American legal system and the legal rights, duties, and obligations of the individual, with emphasis on contract law.

## **BU 355 - Legal Environment of Business II**

### **Prerequisites:**

BU 350

## **BU 356 - Healthcare Law & Regulation**

**Credits:** 3

### **Description:**

An introduction to the legal and ethical issues in the healthcare industry. Patients, practitioners, and healthcare administrators face a complex maze of legal and regulatory issues ranging from privacy, intellectual property, health care recordkeeping and reporting requirements, payment and reimbursement, and tort liability. Healthcare administrators address employment and human resource matters, as well as business process decisions with legal consequences. This course includes foundational aspects of the United States legal system for the context in which reasoned legal judgments are made.

## **BU 360 - Advertising**

**Credits:** 3

### **Prerequisites:**

BU221

### **Description:**

Discusses the business, social and economic aspects of advertising; budgets, media selection, advertising and society, the future of advertising, ethics, and international advertising.

## **BU 370 - Organization.Behavior**

**Credits:** 3

### **Prerequisites:**

BU260

### **Description:**

Explores designing organizational structures, inter-group conflict, motivation, leadership, group processes, organizational change and personnel selection.

### **BU 371 - Operations Management In Healthcare**

**Credits:** 3

**Prerequisites:**

PS208, MA207, BU305, BI216, BI212.

**Description:**

Today's healthcare systems and diverse healthcare organizations are intricate, with commensurate complexity in physical maintenance of facilities, communications infrastructure, data and technology infrastructure, human safety, and epidemiological implications. An effective and efficient healthcare operations management system will design, operate, and improve the processes and systems that create and deliver essential healthcare services while controlling costs and maximizing quality. Key issues include supply chain management, project management, performance assessment and improvement, financial performance, capacity management, scheduling, patient flow and process improvement, and the implications of recent trends in evidence-based medicine and pay-for-performance.

### **BU 372 - Sport Law & Risk Management**

**Credits:** 3

**Prerequisites:**

BU350, BU331, BU333

**Description:**

Fundamental concepts and basic principles of sport law and risk management used in forming, operating, or evaluating sport organizations, events, and recreation programs. Legal concepts relating to specific managerial functions and responsibilities in sport, education, or recreation. Deals with the risks and liabilities associated with recreational and professional sports. Practical explanations of the fundamentals of law and insurance necessary in the highly litigious sports industry. A focus on minimizing risk in specific sports and the prevention of liability from incidents in recreation programs.

### **BU 375 - Interntl Bus.Management**

**Credits:** 3

**Prerequisites:**

BU208

**Description:**

Presents a framework for the analysis of international business problems. The course defines the nature of international, multi-national and trans-national companies. It examines the evolution of these types of enterprises, and develops a model of a multi-national firm in a dynamic, global setting. It provides a bridge among the disciplines of Economics, Sociology, Political Science and International Business.

### **BU 382 - Sports Media**

**Credits:** 3

**Description:**

This course teaches practical professional skills required to perform and/or produce radio and television sports broadcasts. This course also addresses the business aspects of sports media, the role of "new media" in sports coverage and the social and ethical aspects of this field.

### **BU 3xx - Esports Ethics**

### **BU 400 - Quantitative Financial Economics**

**Credits:** 3

**Prerequisites:**

BU537, BU337, MA207, PS208, BU305

**Description:**

This course helps students to acquire proficiency in application of fundamental quantitative methods that are most widely used in designing and implementing practical financial projects. The topics comprise: probability distributions, including nonnormal distributions; stochastic dominance; mean-variance analysis; Random Walk Model, which plays a critical role in the theory of Efficient Capital Markets; portfolio choice; predictability of asset returns; bid-ask spread; Capital Asset Pricing Model (CAPM); arbitrage; option pricing; and nonlinearities in financial data.

## **BU 416 - Selling & Sales Management**

**Credits:** 3

**Prerequisites:**

BU221

**Description:**

Provides an understanding of the steps in the selling process and a practicum of an actual sales presentation. Examines functions of executives in charge of the marketing and sales activities and the motivation of sales force personnel toward achievement of objectives. Analysis of the selection, supervision and training of sales force personnel, methods used by companies to gain share of the market, and interaction of the sales department with other departments within the enterprise.

## **BU 417 - Interntl Finance**

**Credits:** 3

**Prerequisites:**

BU208, BU337, BU537

**Description:**

Surveys the international marketplace; foreign exchange market; balance of payments; exchange systems; adjustment in the balance of payments and economic stability; flexible versus fixed exchange rates; purchasing power parity; the Bretton Woods System; and the present international monetary system.

## **BU 420 - Ethical Business Strategy**

**Credits:** 3

**Prerequisites:**

Senior status with at least 105 credits and BU 337, BU537

**Description:**

Applies analytical techniques and managerial concepts to operations of large-scale business. Within that context, it will highlight ethical business practices and ethical sensitivity in the decision-making process.

## **BU 424 - Quality & Process Improvement In HC**

**Prerequisites:**

BU302, BU305

**Description:**

This course focuses on the quality assessment and improvement process in the healthcare industry, specifically how these processes apply to and affect clinical, managerial, and operational needs in the healthcare system. Students develop skills in collecting and analyzing data, and utilizing that data for effective decision-making. Topics include healthcare evaluation systems and the role of healthcare information technology professionals in quality improvement, clinical pathways, case management, utilization management, risk management, infection control, and credentialing.

## **BU 425 - Consumer Research and Product Innovation**

**Credits:** 3

**Prerequisites:**

BU221

**Description:**

Provides an understanding of consumer behavior, consumer research processes and methodologies, new product development process and innovation techniques that are integrated with successful marketing strategies. Students develop a totally new product including an introductory campaign, packaging and branding.

## **BU 427 - Digital Marketing**

**Credits:** 3

**Prerequisites:**

BU221

**Description:**

Introduction to digital strategy as used by multiple aspects of an organization's marketing operations including new product design, advertising, marketing and sales, creation of word-of-mouth and customer service. Examination of the evolution of traditional marketing (4ps: Product, Price, Place and Promotion) to the 5th P-Participation. Topics include best practices related to the business use of social media, ethical issues, legal obligations, intellectual property, and analytic tools such as Digital Attribution, Social Listening, Big Data, and the Social -Graph. The class will provide hands on experiences through cases, projects and guest lectures by industry experts.

## **BU 430 - Advanced Accounting**

**Credits:** 3

**Prerequisites:**

BU322

**Description:**

Provides an in-depth study of accounting principles for partnerships, business combinations, and consolidated financial statements. Discusses upto-date thinking on controversial topics presently facing the accounting profession.

## **BU 433 - Financial Markets I**

**Credits:** 3

**Prerequisites:**

BU337

**Description:**

The structure and workings of the financial markets and the institutional framework in the global economy. The study of the basic concepts of risk and reward and understanding of how different kinds of financial instruments are used, valued and traded. These instruments include equity, fixed income securities, options, futures, currencies, commodities and other related derivatives. Students will be required to select a portfolio of securities and monitor its performance during the semester. The policies set by central banks, regulators and governments and their impact on global markets will be examined.

## **BU 434 - Financial Markets II**

**Credits:** 3

**Prerequisites:**

BU433

**Description:**

Applies basic economic principles to explain the nature and functioning of financial markets and institutions; how different kinds of financial instruments are used, valued and traded; functions of the Federal Reserve System, as well as goals and targets of monetary policy. Students are introduced to a survey of risk management.

## **BU 435 - Strat Leadership In Sport Industry**

**Credits:** 3

**Prerequisites:**

BU333A, BU331, BU334, BU333

**Description:**

Fundamental concepts and essential principles of personal and interpersonal leadership for use in leading a sport organization or team. Leadership topics include leadership styles and skills, vision, goals & objectives, motivation, decision-making, time management, power, team building, conflict, ethics, dealing with change, communication skills, global impact, and diversity issues. Sport management topics include management and operations, ethics and social responsibility, legal environment and risk management, media, marketing and communications. Capstone course for Sport Management major.

## **BU 436 - Project Operations & Management**

**Prerequisites:** CS285, CS219

**Description:** Individuals and businesses need to manage the processes that drive success, including the processes that bring goods and services to market, as well as the individual projects that are needed in every functioning area of business. This process-management

course introduces students to essential concepts in operations management and project management to drive the success of individuals and businesses. Operations management focuses on converting resources and materials into finished products and services and methods for improving process operations to enhance competitive advantage in the growing global economy. Project management includes organizing and managing project teams, project selection, project planning, project scheduling, and project cost management, all in the context of costs/budgeting and risk management.

## **BU 437 - Supply Chain Management Strategy**

### **BU 455 - Financial Economics**

**Credits:** 3

**Prerequisites:**

BU400, BU433

**Description:**

This course equips students with a thorough understanding of the interplay between basic concepts of Economics and Finance. Step-by-step, students learn how the theory of efficiently functioning competitive markets for goods and services (Economics) lay the ground for the theory of informationally efficient capital markets, how concepts of opportunity cost and risk aversion (Economics) underlie the concept of risk premium in return on risky assets, and so on. The course explains how modern financial diversification of assets reduces the systematic risk. The course reviews Option Pricing, Debt and Deposit Contracts, and Venture (Entrepreneurial) Capital.

### **BU 460 - Entrepreneurship & Business Planning**

**Credits:** 3

**Prerequisites:**

BU260, BU212, CS219

**Description:**

This course examines entrepreneurship as a process, the entrepreneurial mindset and environments. The nature of emergent businesses and how they get started is examined. Students consider rapidly growing companies, including planning requirements and strategies to grow a small business. Small business marketing and process management techniques are addressed. Students discuss and practice entrepreneurial skills, developing a business plan to launch and operate a start-up business. Previously named: Entrepreneurship & Small Business Management, Spring 2019 and earlier.

### **BU 465 - Managerial Epidemiology**

**Credits:** 3

**Prerequisites:**

BI212, BU305, PS208, MA207

**Description:**

An introduction to epidemiology and overview of epidemiological concepts and tools to improve health services management, emphasizing increased focus on population and community health, and the impact of disease on service area populations. This course examines infectious disease epidemiology, morbidity, planning and needs assessment, risk evaluation and adjustment, with analysis of financial implications and best practices in leadership, evidence-based medicine and management, and communication. Specific diseases considered and analyzed, such as, but not limited to, cardiovascular disease, HIV, influenza, and dementia.

### **BU 470 - Human Resource Management**

**Credits:** 3

**Prerequisites:**

BU260

**Description:**

Focuses on organizational structure, employment policies and selecting, performance appraisal, training and development, motivation, morale, discipline and grievance handling, financial compensation, health and safety and ethics in personnel.

### **BU 471 - Marketing Management**

**Credits:** 3

**Prerequisites:**

BU416, BU337, BU347, BU427, BU360, BU221, BU425

**Description:**

Examines marketing strategies in light of uncontrollable environmental factors such as cultural, economic, competitive and governmental influences and how these interact with controllable variables such as product, distribution, pricing and promotion. Emphasis is given to the elements of a marketing plan and marketing decision making using the case method approach. For Marketing majors only.

**BU 472 - Legal Aspects of Human Resource Management****Credits:** 3**Description:**

This course overviews many of the legal aspects of the employer-employee relationship, including current federal laws applying to selecting, testing, compensating, promoting, and terminating employees, employment discrimination, employee benefits, and employee workplace issues. Best practices in human resource compliance will be featured, with emphasis on New Jersey laws impacting the workplace, including the New Jersey Law Against Discrimination.

**BU 482 - Leadership: Managing and Delivering Organizational Change****BU 485 - Leadership & Organizational Change****Credits:** 3**Prerequisites:**

Senior Status and corequisite BU 487

**Description:**

This capstone course will prepare students to become leaders in their dynamic healthcare environment. The course investigates change process and analyzes the impact of effective leadership on change management and how organizational structure impacts change. Students will review their progress in the Healthcare Administration program through the leadership lens and gain insight into their own leadership and change management skills.

**BU 487 - Internship I****Credits:** 2**Description:**

Integrates classroom study with a specific, planned period of supervised learning through paid or unpaid work experience related to the student's career goals. School of Business and Computer Science Approval.

**BU 489 - Internship****Credits:** 3**Description:**

Integrates classroom study with a specific, planned period of supervised learning through paid or unpaid work experience related to the student's career goals. School of Business and Computer Science Approval.

**BU 491 - International Travel Experience****Credits:** 3**Description:**

Offers qualified students the opportunity to travel to international destinations. Locations will include a business enriching experience along with a supportive academic assignment. School of Business and Computer Science Approval.

**BU 499 - Independent Study****Credits:** 3**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers. School of Business and Computer Science Approval.

**BU 4xx - Esports Marketing & Branding****BU 4xx - Esports Event Planning & Management**

## **BU 634 - Accounting Information Systems**

**Credits:** 3

## **BU 641 - International Travel Experience**

**Credits:** 3

**Description:**

Consists of specific global business topics which will form the focus of an international study trip. With globalization taking on a greater priority in business management, this course will be tailored to particular contemporary developments in the field of international business. Possible issues for consideration include: regional economic integration (e.g. European Union, NAFTA); implications of globalization (business practices, cultural, social and labor issues, World Trade Organization policy); international trade and development trends (foreign direct investment, offshore manufacturing, tourism development); and international market structures (transition economies, Third World economies) as well as other aspects of international business management and culture.

## **BU 662 - Big Data, Data Mining and Data Science**

**Credits:** 3

**Description:**

This course is designed to teach advanced students how to use the massive amounts of data being collected by today's information infrastructure. Students learn to collect, "clean" and organize large amounts of real world data into databases. Students learn how to accurately interpret, visualize and present data and information for quantitative business and social science problems. In addition, students learn how to program computers to search very large data sets for new insights and relationships not proposed by traditional quantitative analysis.

## **BU 689 - Graduate Business Internship**

**Credits:** 3

**Description:**

This course is a directed experiential educational experience for full-time graduate business students. It enables students to enhance their educational experience through appropriate work-oriented activities in selected corporate or nonprofit environments. An internship can be paid or unpaid.

## **BUCS - Data Analytics Research Seminar**

## **CH 011 - General Chemistry, Calculation and Computation I**

**Description:**

Applies algebraic/mathematical methods and concepts to the solutions of problems encountered in CH 111. Taken concurrently with CH 111. 1 hr. 1 non-degree credit.

## **CH 012 - General Chemistry, Calculation and Computation II**

**Description:**

Applies algebraic/mathematical methods and concepts to the solutions of problems encountered in CH 112. Taken concurrently with CH 112. 1 semester. hr. 1 non-degree credit.

## **CH 105 - World Issue in Chemistry**

**Credits:** 3

**Description:**

Introduces students to contemporary global problems associated with chemical science, including the uses of medications, pollution problems associated with energy, green chemistry, and global health concerns.

## **CH 110 - Principles Of Chemistry**

**Credits:** 3

**Description:**

This course is a one semester course with lecture and laboratory experiences designed for students in the nursing program. This course introduces the fundamental concepts of general chemistry and provides the essential features of organic and biological chemistry. It begins

with a study of concepts in general chemistry: periodic table, atomic structure, bonding, chemical reactions and states of matter. The second half of the course focuses on the structure and properties of organic molecules, culminating in the study of proteins, lipids and carbohydrates. Radioactivity and its effects and uses in biological systems will also be examined. Note: This course is also a prerequisite for the nursing program.

### **CH 110L - Principles of Chemistry Laboratory**

**Credits:** 1

**Prerequisites:**

CH110

**Description:**

Laboratory experiments correlate with material covered in lecture. Note: This course is also a prerequisite for the nursing program.

### **CH 111 - General Chemistry I**

**Credits:** 3

**Prerequisites:**

MA130

**Description:**

Introduces fundamental concepts of stoichiometry and thermochemistry; ionic and covalent bonding are discussed as functions of electronic structure; properties of gases, liquids, solids and solutions are explored. Students dropping CH 111 should automatically be dropped from CH 011.

### **CH 111L - General Chemistry I & Lab**

**Credits:** 1

**Co-requisites:**

CH111

**Description:**

Laboratory that accompanies CH 111. Incorporates experiments in substance separation, identification, and synthesis, and for determination of physical and thermodynamic constants. Introduces research literature format.

### **CH 112 - General Chemistry II**

**Credits:** 3

**Co-requisites:**

MA131 and CH111

**Description:**

Continues CH 111. Introduction to principles of chemical kinetics, equilibrium reactions with emphasis on acids and bases, and electrochemistry; thermochemistry is examined in greater detail.

### **CH 112L - General Chemistry II Laboratory**

**Credits:** 1

**Co-requisites:**

CH112

**Description:**

Laboratory that accompanies CH 112. Incorporates experiments to determine kinetic rates, equilibrium constants, and ionic, acidic, and basic properties of substances. Introduces qualitative analysis.

### **CH 203 - Organic Chemistry**

**Credits:** 4

**Prerequisites:**

CH112

**Description:**

Introduces the theoretical aspects of organic chemistry stressing mechanisms, energy considerations and stereochemical implications of substitution, elimination and addition reactions. Physical and chemical properties of some organic compounds are discussed through functional group analysis.

**CH 203L - Organic Chemistry I Laboratory**

**Credits:** 1

**Co-requisites:**

CH203

**Description:**

Laboratory that accompanies CH 203. Laboratory procedures include recrystallization, distillation, extraction, and chromatography. Typical reactions include free radical halogenation, nucleophilic substitution, electrophilic aromatic substitution and elimination. Introduction to chemical literature and selected analytical instrumentation is also stressed.

**CH 204 - Organic Chemistry II**

**Credits:** 4

**Prerequisites:**

CH203

**Description:**

Functional group properties, synthesis and reactions are continued with greater emphasis on structural determination and retrosynthetic techniques.

**CH 204L - Organic Chemistry II Laboratory**

**Credits:** 1

**Co-requisites:**

CH204

**Description:**

Laboratory that accompanies CH 204. Typical experiments include: Grignard, aldol, Cannizzaro, oxidation, reduction, and amide formation. Several unknown compounds are identified and literature searches are required.

**CH 206 - Analytical Chemistry****CH 306 - Analytical Chemistry I**

**Credits:** 3

**Prerequisites:**

CH112, BI216, MA207

**Description:**

Studies theory and calculations of volumetric, electrochemical, chromatographic, and spectrophotometric manual and semi-automated analysis, chemical equilibria, and the treatment of experimental statistics.

**CH 306L - Analytical Chemistry I Laboratory**

**Credits:** 1

**Co-requisites:**

CH306

**Description:**

Laboratory that accompanies CH 306. Experimental procedures include direct application of statistical theory, titrimetric analysis, use of visual, UV, IR and fluorescent spectroscopy. Incorporates computer generated analysis of data.

**CH 307 - Analytical Chemistry II****Credits:** 3**Prerequisites:**

CH306

**Description:**

Continues Ch 306 and introduces the principles underlying modern instrumental methods of analysis including GC-MS, HPLC, electrophoresis, and electroanalytical techniques, with examination of the fundamentals of instrument operation.

**CH 307L - Analytical Chemistry II Laboratory****Credits:** 1**Co-requisites:**

CH307

**Description:**

Laboratory that accompanies CH 307. Continues CH 306L emphasizing the impact of instrumentation by physically examining the design and structure of instruments as well as using them.

**CH 312 - Research As A Tool****Credits:** 1**Prerequisites:**

CH204, Chemistry major, permission of department chair

**Description:**

Introduces students to techniques of chemical research and familiarizes them with the literature sources within the field; incorporates supervised and independent work.

**CH 320 - Physical Chemistry: Thermodynamics****Credits:** 3**Prerequisites:**

PY201, CH 112, MA 220 and MA 221 (Calculus I &amp; II), PY 201 and PY 202 (General Physics I &amp; II)

**Description:**

Discusses the fundamental laws, theories and concepts of thermodynamics, equilibrium and electrochemistry interpreted through the use of mathematical and physical principles. Introduces quantum mechanics. [Formerly CH403]

**CH 321 - Physical Chemistry: Quantum Mechanics****Credits:** 3**Prerequisites:**

CH 112, MA 220 and MA 221 (Calculus I &amp; II), PY 201 and PY 202 (General Physics I &amp; II)

**Description:**

Continues CH 403. A text-based seminar format is used to examine atomic and molecular structure from the quantum mechanical perspective, atomic and molecular spectroscopy, statistical thermodynamics and topics of students interest, and to introduce theories of reactions at solids?surfaces. [Formerly CH404]

**CH 401 - Biochemistry I****Credits:** 3**Prerequisites:**

CH204

**Description:**

Investigates the chemistry of proteins, enzymes and enzyme systems, carbohydrates, lipids and nucleic acids; studies glycolysis, Krebs Cycle, basic membrane structure, transcription of DNA and biotechnology techniques.

**CH 401L - Biochemistry I****Credits:** 1**Co-requisites:**

CH401

**Description:**

Laboratory correlating with CH 401.

**CH 402 - Biochemistry II****Credits:** 3**Prerequisites:**

CH401

**Description:**

Investigates the metabolic systems of cells and organelles stressing enzyme and cofactor participation, energy production and interdependence of metabolic processes.

**CH 402L - Biochemistry II Laboratory****Credits:** 1**Co-requisites:**

CH402

**Description:**

Laboratory correlating with CH 402.

**CH 407 - Medicinal Chemistry****Credits:** 3**Prerequisites:**

CH204

**Description:**

This course will explore how drugs are designed. Structure-activity relationships (SAR), and bulk properties of drugs (partitioning, solubility) will be studied as a function of the chemical classification of medication. Receptor site topography will be correlated with drug structure and drug design. Pharmacokinetics of drugs.

**CH 411C - Research/Composition****Credits:** 2**Prerequisites:**

CH411R

**Description:**

Continues CH 411R. The students publish their results in the form of a paper and defend their results orally before the Sciences faculty. Students must have passed (minimum grade of C) all 200-level science courses in their major before registering for this course.

**CH 411R - Research/Laboratory****Credits:** 2**Description:**

Introduces senior chemistry students to detailed chemical literature searching techniques, project and experimental design, and independent research and analysis. Lab sessions focus on a single chemical project for each student. Students must have passed (minimum grade of C) all 200-level science courses in their major before registering for this course.

## **CH 411S - Seminar in Chemistry**

**Credits:** 1

**Description:**

Students will research a chemical problem in the literature, prepare a paper that meets objectives for the major, and present this research to a group of faculty. Prerequisite: Students must have passed (minimum grade of C) all 200-level science courses in their major before registering for this course.

## **CH 412 - Synthesis Of Pharmaceutical Drugs**

**Credits:** 3

**Prerequisites:**

CH204, CH204L

**Description:**

Important organic synthetic techniques will be investigated. Students will be able to understand and semisynthetic and total synthetic mythologies that lead to the manufacturing of medicines.

## **CH 413 - Spectroscopic Determination**

**Credits:** 3

**Prerequisites:**

CH204

**Description:**

Examines the theory and usage of common spectroscopic methods such as ultraviolet/visible and infrared spectroscopy, mass spectroscopy, and proton and carbon-13 nuclear magnetic resonance. Supplies a working knowledge of structural determination and sources in the field.

## **CH 414 - Polymer Chemistry**

**Prerequisites:** CH204

**Description:** This course will provide an introduction to polymer chemistry. This will include: polymer nomenclature, history, environmental impact, structure, solubility, molar mass determination, natural polymers, polymer synthesis (condensation, addition, free radical, and copolymers), reaction of polymers, polymer characterization and physical properties.

## **CH 420 - Chemical Pharmacology**

**Credits:** 3

**Prerequisites:**

CH401, CH407

**Description:**

Students will be expected to understand the biochemical underpinnings of the mode of action of various pharmacologic agents (pharmacodynamics).

## **CH 487 - Field Internship I**

**Credits:** 3

## **CH 489 - Field Internship**

**Credits:** 3

**Description:**

Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

## **CH 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers.

**CJ 200 - Ethics in Criminal Justice****Credits:** 3**Description:**

This course seeks to examine the criminal justice system through an ethical lens, to identify ethical issues in practice and theory, to explore ethical dilemmas, and to suggest how ethical issues and dilemmas faced by criminal justice professionals might be resolved. While the course is highly applied in that its major focus is how individuals perceive and resolve ethical issues and dilemmas in criminal justice, it also presents the philosophical material (ethical systems) necessary to analyze these ethical issues and dilemmas.

**CJ 201 - Introduction to Criminal Justice****Credits:** 3**Description:**

Provides an overview of the American criminal justice system. Examines the history, functions, structures, processes and interactions of the three principal components of American criminal justice: police, courts and corrections. Prerequisite to required CJ courses.

**CJ 228 - Cybercrime****Credits:** 3**Description:**

This course provides an introduction to both technology-assisted crime, and the basics of investigating such crime, from the criminal justice perspective. First, the course identifies and defines the most prevalent high-technology crimes (hacking, identity theft, digital child pornography, on-line financial fraud, and cyber-stalking), exploring their history and their methods of commission. Second, the course examines procedural issues in the investigation and prosecution of technology-assisted crime, including tracking on-line suspects, drafting and executing search warrants, and the search and seizure of digital evidence. Finally, the course provides a basic introduction to forensic science by exploring legal and social issues related to high-technology crimes.

**CJ 250 - Victimology****Credits:** 3**Description:**

Focuses on victims of crime. It will examine such topics as patterns and trends in victimization, theories of victimization, the impact of crimes on victims, victim services and programs, and the criminal justice response to criminal victimization.

**CJ 255a - Film: Criminal Justice Issues and the Media****Credits:** 3**Description:**

Examines how citizens' attitudes and perceptions about the criminal justice system, criminology, and the law are influenced by movies—strong cultural objects with powerful messages. A number of social, political, and legal issues currently germane to criminal justice are examined. The course addresses the film treatment of issues concerning police, courts, corrections, criminology, law, organized crime, the drug culture, gangs, prejudice, corruption, prison life, death row inmates, and other timely topics.

**CJ 260 - Domestic and International Terrorism****Credits:** 3**Description:**

Investigates the roots and dynamics of modern terrorism, both at home and abroad, through an in-depth study of the causes of terrorism, types of terrorism, terrorist tactics, counter-terrorism strategies, and the impact of terrorism on social life. Case study analysis of recent incidents will also be presented.

**CJ 275 - Juvenile Justice****Credits:** 3**Prerequisites:**

CJ201

**Description:**

Traces the historical development of the juvenile court. Theories of delinquency causation, prevention and control are examined. Discussion topics include the juvenile justice process, the juvenile court and procedural safeguards, juvenile institutions and diversion programs and trends in juvenile justice reform.

### **CJ 280 - Community-Based Corrections**

**Credits:** 3

**Prerequisites:**

CJ201

**Description:**

Examines the variety of correctional programs commonly referred to as community-based corrections. Emphasis is upon probation, parole, pre-trial release programs, intermediate sanctions, and halfway houses. The application of these programs to special offender groups, as well as to the larger population of adult male offenders, will be addressed. The overall effectiveness of these programs will be evaluated.

### **CJ 290 - Institutional Treatment of the Offender**

**Credits:** 3

**Prerequisites:**

CJ201

**Description:**

Traces the historical development of institutions for confinement. Discussion topics include the physical and social environments of the institutions, problems of rehabilitation in institutional settings, the correctional institution as a community and the various programs in correctional institutions. Present evidence concerning effectiveness with respect to the aims of deterrence and rehabilitation is explored.

### **CJ 350 - Criminal Justice System and Women**

**Credits:** 3

**Description:**

Examines the place of women in the criminal justice system, including women as victims, criminals, and professionals in criminal justice. Explores myths about women and crime and current sociological theories about the causes of, and the place of, women in crime.

### **CJ 384 - The Police and Law Enforcement**

**Credits:** 3

**Prerequisites:**

CJ201

**Description:**

Traces the historical development of the police in England and the U.S. Police roles are examined, as well as law enforcement policy, police management, police operations and police organization. Current issues and trends are examined.

### **CJ 387 - Organized Crime**

**Credits:** 3

**Description:**

Examines roots in 19th century immigration with focus on vice, political corruption, prohibition, rackets, and drugs. Focus is on the city of Chicago with attention to the political and economic conditions of the time.

### **CJ 388 - Counseling and Guidance of the Offender**

**Credits:** 3

**Description:**

Covers the basic principles and techniques of counseling adult and juvenile offenders. The course includes interviewing, case conferences, case histories, individual and group counseling, classification procedures and treatment programs for offenders.

### **CJ 390 - U. S. Courts: Structure and Functioning**

**Credits:** 3

**Prerequisites:**

CJ201

**Description:**

Covers the structure and functioning of both the state and federal court systems. Discussion topics include types of jurisdiction, bail, the criminal trial processes, and the judiciary and judicial power, including the areas of separation of powers.

**CJ 410a - Seminar: Topics in Anthropology, Sociology, and Criminal Justice****Credits:** 3**Description:**

Involves intensive study and exploration of rotating topics in the fields of anthropology, sociology, and/or criminal justice. These topics will focus on timely social issues, specialized content areas, and/or methods of social research. A minimum GPA of 2.5 is required.

**CJ 420 - Forensic Anthropology****Credits:** 3**Description:**

This course is an introduction to the basic principles of forensic anthropology, an applied field within the larger discipline of biological anthropology that uses human osteology (human skeletal anatomy), archaeology, and other anthropological research methods to solve problems of medico-legal significance, primarily the determination of personal identity and cause of death from human remains. The course will discuss the application of forensic anthropology to human rights missions, military identifications, and mass fatalities.

**CJ 425 - Crime Scene Processing and Investigation****Credits:** 3**Description:**

Focuses on investigation as a science of inquiry with an emphasis on the legal significance of evidence. Examines methods of searching for, collecting and evaluating physical evidence, locating and interviewing witnesses, and the role of the crime laboratory in criminal investigation.

**CJ 428 - Criminalistics****Credits:** 3**Description:**

This course examines the application of laboratory science to successful criminal investigations and prosecutions. Students will focus on the detection, collection, preservation, and presentation of physical evidence for examination and court use. Topics covered include crime scene processing, DNA profile analysis, serology, questioned documents, trace evidence, toxicology, ballistics, fingerprint evidence, drugs, hair and fiber analysis, and arson investigation. The course is directed toward the non-scientist.

**CJ 430 - Crime and Criminal Law****Credits:** 3**Prerequisites:**

CJ201

**Description:**

Traces the definition of crime and the origins of criminal law in the U.S. Discussion topics include basic legal terminology, classification of crimes, specific criminal offenses, and the N.J. courts. The conflicting models of justice, due process, and crime control are discussed. Focus is upon the Bill of Rights and major Supreme Court decisions as they affect the operation of the courts, including the juvenile courts and correctional systems.

**CJ 487 - Field Internship****Credits:** 3**Description:**

Offers qualified students the opportunity to do off-campus field work by individual arrangement. Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

**CJ 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of department faculty. By permission.

### **CO 201 - Contemporary Mass Media**

**Credits:** 3

**Description:**

This course provides both a practical and a theoretical introduction to Communication and Media Studies. This course is a prerequisite for all performance and production courses in the Department. Non-majors are encouraged to take this course as a free elective.

### **CO 210 - Television Production**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

Introduces students to the television studio experience. Practical instruction through hands-on experience with television cameras, audio equipment, studio recording techniques and operation of the special effects switcher in the campus television studio.

### **CO 230 - Communication Skills (Foundational Core and Minor Only)**

**Credits:** 3

**Description:**

One hallmark of the well educated person is the ability to speak clearly, coherently and cogently. Speech skills are crucial in daily life in both personal and professional situations. In a world where we communicate through a wide and growing variety of media, CO 230 Communication Skills will help students plan before they present, think before they speak, and recognize what their audience's body language and demeanor might be telling them. This course will help students understand the importance of media literacy while incorporating an ethical approach toward presentation skills. Students will learn how to persuade and present in person as well as online. The curriculum focuses on listening techniques, audience characteristics, research preparation skills, quality message composition, compelling content, and effective delivery.

### **CO 230 - Public Speaking**

### **CO 250 - Film History: Theory and Criticism**

**Credits:** 3

**Description:**

An examination of the history of film and the theory of film, how images are assembled to form the language of film. Beginning with the earliest silent pictures the course will examine selected key films, from the silent era to early talkies, including both Hollywood and foreign language films. In addition the business of the motion picture industry will be examined with its influence on creative theories of film, as well as the role of digital imaging and its effect on film language.

### **CO 260 - Film Genres**

**Credits:** 3

**Description:**

This course examines the role of various genres in film analysis. Narrative structure, visual devices, and social history will be discussed.

### **CO 275 - Broadcast Journalism**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

An intensive introduction to radio and television journalism. We no longer just provide an introduction to television. The history, ethics and social impact of broadcast news are also covered.

## **CO 303 - Advanced Communication Skills**

**Credits:** 3

**Prerequisites:**

DR204, CO201, DR203, DR202, CO230

**Description:**

This course expands upon the content of CO230. Key elements include extemporaneous and impromptu speaking, broadcast performance and small-group communication. It can be used by majors to fulfill one of the courses in the performance cluster. Course Renumbered Fall 2016, formerly CO280

## **CO 305 - Television Show Genres**

**Credits:** 3

**Description:**

This course covers the artistic and business aspects of television programs. Programming strategy, TV history, creative elements of various program genres and financial aspects of television are key elements.

## **CO 310 - Video Editing**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

Introduces the techniques of basic video editing. The course will include heavy emphasis on hands-on projects using both the university's videotape editing system and 12 digital video non-linear editing stations. Projects include news stories, music videos, short documentaries, commercials and individual dramatic projects.

## **CO 311 - Media Literacy (Enriched Core and Minor Only)**

**Credits:** 3

**Description:**

The course is designed to show students specifically how media can manipulate the message to achieve its desired effect on the audience. It does not intend to teach students what to choose but rather how to choose. It will provide students with the tools they need in order to deliberate the moral and ethical implications when they view items on the internet, in the movie theaters; select for consumption among books, plays, and newspapers, TV shows and other mass media.

## **CO 312 - Media and Society**

**Credits:** 3

**Description:**

Examines the powerful role played by the media in American and world societies. Topics include television and politics, stereotypes in movies and violence in television programming.

## **CO 314 - Seminar in Contemporary Cinema**

**Credits:** 3

**Description:**

This course, taught on Saturday mornings in New York City, offers students the opportunity to screen new films before their theatrical release. Additionally, students discuss the film with the instructor and have the opportunity to ask questions of writers, directors and stars associated with the films.

## **CO 315 - Advanced Video Editing**

**Credits:** 3

**Prerequisites:**

CO310, CO201

**Description:**

The course will continue and expand on the material presented in CO 310 Video Editing, and will be a further examination of the theory and practice of digital image assembly and manipulation. Students will explore the hardware and software of digital editing and proper use of

special effects, filters and motion control, as well as understanding and employing elements of narrative and non-narrative editing strategies including rhythm, pacing, point-of-view, screen direction, and emotional impact.

### **CO 325 - Television And Digital Journalism**

**Credits:** 3

**Prerequisites:**

CO201 Contemporary Mass Media and CO275 Broadcast Journalism, Video Editing CO310

**Description:**

Provides students with the opportunity to produce television news stories on a regular basis. Designed as a second semester follow-up to CO 275, this course requires students to write, report, edit and anchor television news. They also analyze professional network and television station news for content and style. Television news shows are broadcast on the campus cable system.

### **CO 340 - Director as Auteur**

**Credits:** 3

**Description:**

This course is an examination of the Auteur Theory of filmmaking. Is the director the true "author" of the film? How does the director's role vary in such diverse environments as the Hollywood film factory and studio heyday, to the current Hollywood system and independents and low-budget feature production?

### **CO 350 - Radio Broadcasting And Podcasting**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

Students learn the basic elements of radio performance and production. In addition, the history of the medium, business practices, and programming methods are explained in detail. Special emphasis is placed on the new, related medium of podcasting.

### **CO 355 - Digital Filmmaking**

**Credits:** 3

**Prerequisites:**

CO201, CO310

**Description:**

Digital Filmmaking will strengthen the students' ability to create meaningful, carefully crafted and technically proficient short films. The course will focus on creation and implementation of story ideas, extensive pre-production development, production modes and strategies, and postproduction planning and options. Students will examine accepted classic films for creative methodologies and technical stylistics.

### **CO 380 - Advanced Lighting, Camera, And**

**Prerequisites:** CO210, CO201

**Description:** This practical course introduces students to the lighting, camera, and audio techniques used in film, TV, and 3D computer applications. Topics covered will include basic electricity; lighting design; camera techniques; audio engineering; physical properties of light and sound; equipment and gear; along with location-dependent problem solving. This is a course that provides both hands-on experience and theoretical discussion to help students deal with various production situations.

### **CO 382 - Sports Media**

**Credits:** 3

**Description:**

This course teaches practical professional skills required to perform and/or produce radio and television sports broadcasts. The course also addresses the business aspects of sports media, the role of "new media" in sports coverage and the social and ethical aspects of this field

### **CO 402 - Screenwriting**

**Credits:** 3

**Description:**

This course will focus on the process and craft of screenwriting by examining story structure, dialogue, character development, and cinematic methods. We will examine the conventions of Hollywood film and the divergency of independents, and how final markets can dictate screenwriting methodology. Students will examine various scripts of notable films for content and style, and create short screenplays of their own.

### **CO 405 - Film Analysis Through Video Essays**

**Prerequisites:** CO310, CO201

**Description:** Video Essays will be an examination of cinema studies through the new methodology of the Video Essay. As its name implies these will be "essays" on various aspects of film analysis, but unlike a traditional written essay, these essays will be presented through the creation of a video used to convey the insights and perspectives fo the essayist.

### **CO 410 - Advanced Podcasting: Perf, Prd, Pur**

**Prerequisites:**

BU251, BU205, BU210, BU217, BU260, BU221, BU245, BU236E, BU223, CO350, BU212, BU211, BU208, BU213

**Description:**

This course is designed to teach students the skills necessary to create, produce, perform, disseminate and publicize effective podcasts. It is a follow-up to CO 350 ?Radio Broadcasting and Podcasting? (a pre-requisite). Unlike CO 350, this course is not limited to students pursuing media careers.

### **CO 420 - Senior Media Seminar**

**Credits:** 3

**Prerequisites:**

CO275, CO310, CO201, CO210

**Description:**

This course serves as outcomes assessment for graduating Communication Arts majors. Students produce a weekly television show about current controversial media issues. Senior status.

### **CO 425 - Film Analysis Through Video Essays**

**Prerequisites:** CO310, CO201

**Description:** Video Essays will be an examination of cinema studies through the new methodology of the Video Essay. As its name implies these will be "essays" on various aspects of film analysis, but unlike a traditional written essay, these essays will be presented through the creation of a video used to convey the insights and perspectives fo the essayist.

### **CO 487 - Field Internship I**

**Credits:** 2

**Prerequisites:**

CO201

**Description:**

Places qualified students in media-related work situations to gain field experience. Placement in radio and television stations and media centers of business and industry provides application of skills under professional supervision.

### **CO 489 - Field Internship II**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

Places qualified students in media-related work situations to gain field experience. Placement in radio and television stations and media centers of business and industry provides application of skills under professional supervision.

### **CO 499 - Independent Study**

**Credits:** 3

**Prerequisites:**

CO201

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers. By permission.

**CS 115 - Computer Science**

**Credits:** 3

**Description:**

Essential Computer Skills

**CS 195 - Computer Programming I**

**Credits:** 3

**Prerequisites:**

CS115, CS115X, MA130, MA117, MA112

**Description:**

Intensive introduction to computer science, problem solving decomposition, and algorithm development. Writing, debugging, and analyzing computer programs using high-level programming language. Topics include decision structures, loops, files, methods, classes, arrays and lists.

**CS 196 - Computer Programming II**

**Credits:** 3

**Prerequisites:**

CS195

**Description:**

Continues the development of a disciplined approach to problem solving and algorithm development using advanced topics of high-level programming language. Topics include details on classes and object, inheritance, exceptions, GUI applications, and recursion. Sorting and searching algorithms are introduced.

**CS 216 - Data Struct.&Algorithms**

**Credits:** 3

**Prerequisites:**

CS195

**Description:**

Explores static and dynamic storage allocation in the implementation of linked lists, stacks, queues, trees, and graphs. Introduces advanced sorting and searching algorithms, algorithm design techniques including divide-and conquer, dynamic programming, greedy algorithms, and graph algorithms.

**CS 219 - Business Spreadsheet Applications**

**Credits:** 3

**Prerequisites:**

CS115, CS115X, MA207, MA112

**Description:**

This course emphasizes analysis and solutions to contemporary business problems through the use of the current version of Microsoft Excel. Students are introduced to business decision modeling processes to strengthen logical reasoning and analytical skills. Microsoft Excel is used as the basis for managerial decision support through analysis of contemporary business case problems. Students apply the appropriate functions and features of Microsoft Excel to solve business cases. The course also emphasizes oral presentation and written reports on business processes used in case solutions to further strengthen students' communication skills.

**CS 225 - Pc Operating Systems**

**Credits:** 3

**Prerequisites:**

CS115X, CS 115 or waiver

**Description:**

This course provides a theoretical introduction and a hands-on experiential learning of today's operating systems used in personal computers and servers. The course explores Windows, Unix and Linux and tools used by administrators and users in managing these systems. Included is instruction for configuring, implementing and managing network and internet resources and services.

**CS 230 - Web Page Design & Programming****Credits:** 3**Prerequisites:**

CS115, CS115X

**Description:**

Focuses on evolving trends in global communication. Concentrates on developing web pages using formatted text, tables, image maps, graphics and frames in basic HTML, and Active Server Pages are introduced. Individual web design projects are developed. Previously named: Emerging Technologies ? Web Page Design, Spring 2019 and earlier.

**CS 230 - Emerging Technologies****CS 231 - Responsible Technology in a Digital Society****Credits:** 3**Description:**

The rise of digital technologies has changed culture and values in society. In turn, this has created significant areas of risk in the ethical use of technology. This course will focus on the ethical dilemmas that exist between humans, technology, and information. Students will examine the responsible use of technology by businesses and individuals and how it relates to their own responsibilities as digital citizens. The main objective for this course is to provide a modern ethical perspective on the infusion of technology into our everyday lives.

**CS 238 - E-Commerce****Credits:** 3**Prerequisites:**

CS 115 or waiver, CS115X

**Description:**

This course will examine the evolution of data communications as a tool for commercial transactions. The history of networks and the Internet in transacting business will be reviewed. The marketing, financial and technical components of the e-commerce market will be examined so that students will be familiar with the motivations and operations of this rapidly growing worldwide marketplace. E-commerce will be analyzed as the primary facilitator in the globalization of the world economy. The technical aspects of planning, developing and implementing e-commerce web sites and electronic transfers of business transactions will be studied. The costs and benefits of typical E-commerce technical platforms using Windows and Linux (LAMP) web servers will be analyzed.

**CS 240 - Windows Programming****Credits:** 3**Prerequisites:**

CS225

**Description:**

This course provides an introduction to the development of software applications with a graphical user interface that can be deployed on a Windows or Web platform. Using Visual Basic and the .Net environment, students will learn to design, code, debug and test structured, eventdriven computer and web applications. Course concepts include objects, properties, methods, events, forms, menus, loops, control structure, arrays, functions, procedures and active server pages.

**CS 260 - Data Management Systems****Credits:** 3**Prerequisites:**

CS219, CS195

**Description:**

This course introduces the student to the logical and physical development of contemporary databases, with particular emphasis on the relational database model. Topics include types of databases, major data models, database design procedures, and normal forms. Hands-on experience illustrates the creation, maintenance, and reporting of business databases using SQL.

**CS 285 - Fundamentals of Management Information Systems****Credits:** 3**Prerequisites:**

CS219

**Description:**

The course will teach students about the use of computers and business data networks to solve management and corporate problems. The course examines the components and concepts of management information systems in managing information in business environments. The evolution and future direction of current corporate and institutional computing environments will be analyzed. The impact of emerging e-commerce marketplaces on corporate strategies and infrastructure will also be examined. The ways in which businesses develop or procure information technology resources and systems will be discussed. Case studies will be used for illustrate key concepts in systems development, implementation and management. In addition, students will learn how businesses manage and protect critical information and data.

**CS 301 - Computer Organization &Architecture****Credits:** 3**Prerequisites:**

CS195

**Description:**

This course presents the design and organization principles of computers, starting with how computers implement basic arithmetic and logic instructions, and continuing with how to develop a simple instruction set, and the processor hardware to support it. The course also covers principles of a hierarchical memory consisting of cache, main memory, and secondary storage, as well as I/O organization, instruction-level parallelism, and new topics in multi-core, multiprocessor design.

**CS 302 - Design & Analysis Of Algorithms****Credits:** 3**Prerequisites:**

CS195, CS216

**Description:**

This course presents the principles behind assessing the efficiency of algorithms, as well as a number of classic algorithms and their complexity analysis. In particular, different types of sorting and searching algorithms will be studied, as well as advanced algorithms such as dynamic programming, greedy algorithms, amortized analysis, and graph algorithms. Selected topics such as matrix operations, polynomials and the FFT, number-theoretic algorithms, NP-completeness and approximation algorithms may be studied, time permitting.

**CS 310 - Healthcare Information Systems****Credits:** 3**Prerequisites:**

CS 115 or waiver

**Description:**

An overview of the knowledge necessary to understand HIT (healthcare information technology) and develop skills in HIT management, including topics in hardware, software, and communication systems; operational, management, and clinical applications; and selection, implementation, and valuation. The importance of HIT strategic alignment is evaluated and emphasized in the rapidly-changing economic, political, regulatory, and technological arenas of today's healthcare industry, with specific application to networks, security, health records, administrative and financial systems, project portfolio management, and strategic competitive advantage.

**CS 315 - Elemnt Sys.Ana/Desig****Credits:** 4**Prerequisites:**

Junior or Senior Status and CS 260.

**Description:**

This course presents an overview of the systems development life cycle. Emphasis is placed on current systems analysis, computer aided software engineering tools, process and data flows, table relationships, I/O design, program specifications, and systems implementation.

## **CS 316 - Operating Systems**

### **CS 320 - Networking And Communications**

**Credits:** 3

**Prerequisites:**

CS225

**Description:**

This course analyzes the theory, design, implementation and maintenance of current business voice and data networks. Topics include networking hardware, topologies, protocols, complex voice and data networks and using the Internet to transact business. The course includes lectures, hands-on projects, case studies and financial analyses of business networks. A lab is provided where the student can install system hardware and software, and administer and support network operations.

### **CS 327 - Internet & Enterprise Security**

**Credits:** 3

**Prerequisites:**

CS320

**Description:**

This course explains the concepts and techniques related to application, network, and operating system security, and methods for testing security. Both Microsoft Windows and UNIX are covered, providing a broad range of information essential for the Web professional.

### **CS 334 - Computer Forensics I**

**Credits:** 3

**Prerequisites:**

CS225

**Description:**

The growth of the Internet and wide use of computers has increased the need for computer investigations. This course examines methods for conducting computer investigations in the investigators laboratory. Current forensic tools are examined and applied to the control of digital evidence on various operating systems.

### **CS 340 - Introduction To Data Science And**

**Credits:** 3

**Prerequisites:**

MA207, PS208, BU305

**Description:**

This course will instruct students how to use computer systems to analyze large datasets in order to gain useful insights, develop forecasts and make predictions. The course introduces several key aspects of data investigation: collection and organization, cleaning for efficiency and integrity, sampling, visual analysis, hypothesis generation, statistical testing and machine learning. Students will learn how to obtain information and transform it into a data set residing in a large database system for quick and reliable access and analysis. Students will also learn exploratory data analysis, visual and numerical, to gain understanding of the relationships, patterns and trends in the data. In addition, students will learn to use machine learning and analysis techniques for data sets that are too large for traditional statistical analysis. The emphasis of the course will be on applied techniques of data analysis for business or social science decision making. The course will utilize widely used, open source software such as Python, MySQL or R? (statistical package.)

### **CS 344 - Computer Forensics II**

**Credits:** 3

**Prerequisites:**

CS334

**Description:**

This course discusses the acquisition and analysis of data as well as image recovery tools, data compression and the restoring of graphical objects. Included are network forensic tools and the examination of E-mail crimes and violations.

## **CS 348 - Data Security & Disaster Recov**

**Credits:** 3

**Prerequisites:**

CS260

**Description:**

This course examines real-world applications of database security and auditing models. These concepts are integrated with planning, organizing and implementing disaster recovery procedures as applied to business data systems.

## **CS 355 - Adv Web Programming**

**Credits:** 3

**Prerequisites:**

CS195

**Description:**

The focus of this course will be on developing Web applications that deliver dynamic content to a Web site by providing for interactivity through server side programming. Students will develop multi-tier Web applications which connect to back-end databases. Previously named: Web Applications Using ASP.NET, Spring 2019 and earlier

## **CS 360 - Develop Appli For Mobile Devices**

**Credits:** 3

**Prerequisites:**

CS195, CS230

**Description:**

This course will provide instruction for developing and deploying applications for mobile devices that use the Android or iOS, the two most popular platforms. The focus of the projects will be applications that support business or institutional requirements. Students will develop applications that are part of Web services and "native" applications that function on the devices alone.

## **CS 3xx - Programming Languages & Paradigms**

## **CS 405 - Data Analysis In Healthcare**

**Credits:** 3

**Prerequisites:**

CS310

**Description:**

As one of the most data-intensive industries in the United States, healthcare managers are challenged to collect, access, assimilate, analyze, use, and keep safe ever-increasing data. Special emphasis on using data analytics to integrate information for strategic decision-making to achieve organizational objectives, as well as enhancing healthcare delivery (medical decision-making, risk management, and assessing quality of patient care).

## **CS 420 - Artificial Intelligence**

**Credits:** 3

**Prerequisites:**

CS196

**Description:**

Introduces the concepts, approaches, and techniques of artificial intelligence, emphasizing both the underlying theory and its applications. Topics include intelligent agents, problem solving by searching, adversarial search, constraint satisfaction problems, logical agents, first-order logic, inference in first-order logic, quantifying uncertainty, probabilistic reasoning, and learning from examples.

## **CS 440 - Operations Research and Production Management**

**Credits:** 3

**Prerequisites:**

CS219, BU305

**Description:**

An introduction to quantitative methods for production management. Topics include probability concepts, decision making under uncertainty, inventory models, queuing theory, operational processes, process design, facilities layout, forecasting, production and quality control.

**CS 450 - Software Engineering**

**Prerequisites:** CS260, CS195, CS316, CS195

**Description:** This capstone course is designed to develop complex software systems from business and institutional requirements and processes. Students utilize the fundamental principles of system development with both traditional and object-oriented approaches using professional charting, graphing and modeling tools. The course presents different software process models, project management analysis, software requirements engineering processes, systems development and testing procedures and different organizational and managerial designs and methods for systems development organizations. In addition, students integrate database, network topologies and cloud system designs to solve business problems. Computer system life cycles and maintenance procedures will also be analyzed.

**CS 487 - Internship****CS 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent, in-depth research in selected areas under the guidance of a member of the faculty. Limited to junior and senior Computer Science and Computer Information Systems majors. School of Business and Computer Science Approval.

**CS 4xx - Software Engineering****DR 102 - Great Drama in Performance**

**Credits:** 3

**DR 103 - Modern Drama in Performance**

**Credits:** 3

**DR 104 - Shakespeare in Performance**

**Credits:** 3

**DR 202 - Great Drama in Performance**

**Credits:** 3

**Description:**

Introduces students to performance styles and conditions across the centuries.

**DR 203 - Modern and Contemporary Drama in Performance**

**Credits:** 3

**Description:**

Focuses on a range of twentieth century scripts, styles and conditions.

**DR 204 - Shakespeare in Performance**

**Credits:** 3

**Description:**

Introduces students to the study of Shakespearean drama as a performing art.

**DR 205 - Solo Performance: From Script to Stage**

**Credits:** 3

## **ED 206 - Philosophical and Historical Foundations of School Curriculum for General and Special Education**

**Credits:** 3

**Description:**

This course deals with the leading historical, legal, technological, and philosophical theories in regular and special education. It is designed to help students acquire a better understanding and workable knowledge of how best to identify, develop, implement, and evaluate the essential components of curriculum. Field requirement: 9 hours.

## **ED 331 - Introduction to the Education of Exceptional Children and Children with Autism**

**Credits:** 3

**Prerequisites:**

ED206, ED340, ED348, ED447

**Co-requisites:**

ED340, ED348, ED447

**Description:**

This course will prepare classroom teachers to effectively teach the range of students found in today's classrooms including students with disabilities, gifted students, at-risk students, and students who are culturally and linguistically diverse. Students will become aware of departments and agencies within and outside the school district that assist in meeting the needs of exceptional students. Students will understand the uses of technology with special needs students. Field requirement: 40 hours. Nursing students field requirement: 20 hours.

## **ED 332 - Methods in Early Childhood Education**

**Credits:** 3

**Prerequisites:**

ED206

**Description:**

Students will gain an appreciation of the importance of a diverse learning environment that enhances the unique talents of each child. This course will prepare students to design an integrated curriculum that addresses the typical and atypical child. Students will study various methods of curriculum and instruction including small group, whole group, cooperative learning, collaboration, learning centers and modifications for "Inclusive" practices or self-contained special education programs. Field requirement: 12 hours.

## **ED 333 - Curriculum in Early Childhood Education**

**Credits:** 3

**Prerequisites:**

ED206

**Description:**

This course will explore the foundation of early childhood education from an historical perspective. Students will gain an understanding of the importance of creating a developmentally appropriate environment for children from birth through age eight that supports children's diversity and a broad range of learning styles. Emphasis will be on utilizing core curriculum standards that support a multisensory, child centered approach with accepted traditional methods. Field requirement: 12 hours.

## **ED 340 - Teaching Reading/Language Arts, Elementary**

**Credits:** 3

**Prerequisites:**

ED331, ED206, ED447

**Co-requisites:**

ED447

**Description:**

This course provides students with knowledge of theories of the reading and writing processes, as well as strategies for effectively teaching all aspects of language arts to children in grades pre-K through five. Essentials of language arts instruction, such as emergent literacy, phonics, vocabulary, comprehension, writing, and content area literacy will be explored in depth. Students will gain an understanding of lesson planning, instruction, and assessment for all learners in the early childhood and elementary classrooms. The mandatory 40-hour field experience will provide students opportunities to observe literacy instruction in an elementary classroom. Field requirement: 40 hours.

## **ED 348 - Secondary Content Area Learning and Literacy**

**Credits:** 3

**Prerequisites:**

ED 206, ED 331 and ED 447

**Co-requisites:**

ED447

**Description:**

This course provides students with knowledge of reading and writing in the content areas and approaches to content area instruction, as well as strategies for integrating the teaching of content with the teaching of language arts. Emphasis will be on ways to design effective, meaningful instruction that engages learners in content while building their reading and writing skills. Students will gain an understanding of lesson planning, instruction, and assessment for all learners in content area classrooms in middle and high school. The mandatory 40-hour field experience will provide students opportunities to observe instruction in a content area classroom. Field requirement: 40 hours.

## **ED 351 - Assessment Issues**

**Credits:** 3

**Description:**

Students will develop an understanding of all types of assessments related to special education students including instruments used to determine eligibility for special education and assessment measures used in classroom situations to diagnose academic and behavioral difficulties. Students will learn to measure progress through ongoing assessment. Students will also learn assessment techniques for transition planning in order to determine the appropriate long term plan for students aging out of special education. Assessment techniques included in this course are tests of ability and achievement, rating scales, surveys and observations. Field requirement: 12 hours.

## **ED 360 - Behavior Management Strategies for Students with Autism Inclusive and Self-Contained Classrooms**

**Credits:** 3

**Description:**

This course teaches future special education teachers to create effective learning environments for students. Strategies to individualize instruction in academic skills, social skills, independent and self-help skills, self-management and appropriate classroom behavior will be investigated. Students who experience behavior problems that affect their learning and the learning of others will learn effective behavior management strategies to create positive classroom environments. Field requirement: 25 hours.

## **ED 380 - Specialized Reading Instruction**

**Credits:** 3

**Prerequisites:**

ED331, ED340, ED348

**Description:**

This course will focus on developing an understanding of how to implement effective, scientifically-based reading programs and strategies for students with special needs. Students will learn to differentiate instruction and materials based on individual needs. Emphasis will be placed on appraising a student's reading difficulties and then developing and implementing a unique program for each learning disabled student and then measuring the effectiveness of the program on an ongoing basis in order to track progress. Field requirement: 12 hours.

## **ED 409 - Methods of Teaching Health for School Nurses K-12**

**Credits:** 3

**Prerequisites:**

ED 206, ED 331, ED 451 and ED 455

**Description:**

This course deals with materials, methods and principles of teaching health for elementary and secondary instruction. This includes the preparation and implementation of micro-teaching appropriate to a unit on health instruction in either elementary or secondary education.

## **ED 447 - Instructional Technology**

**Credits:** 3

**Description:**

This course presents a framework for technology skills development by using a problem solving approach. New media and technologies will be used as tools for hands-on exploration and integration of curriculum based projects aligned with the NJCCS and InTASC standards. The use of technology to approach content areas and meet the needs of diverse students will be emphasized, including adaptive devices for students with disabilities. Teacher candidates will evaluate their present skills and move along the continuum of stages of technology use from survival to mastery, then impact and finally, innovation.

### **ED 448E - Instructional Design I: Methods of Teaching Elementary School Mathematics**

**Credits:** 3

**Prerequisites:**

ED 331, ED 340 and ED 447

**Description:**

This course is designed to provide an understanding of the concepts taught in elementary school mathematics. Techniques will be demonstrated to foster conceptual development in elementary school children. Mathematical concepts such as geometric thinking and algebraic thinking, and problem solving will also be explored. The essential elements of instruction, assessment, grouping strategies and effective questioning will be illustrated to effectively plan instruction for diverse learners in mathematics. An overview of the elementary mathematics curriculum will also be provided. Field requirement: 75 hours.

### **ED 448S - Instructional Design I: Methods of Teaching Secondary Education**

**Credits:** 3

**Prerequisites:**

ED 331, ED 348 and ED 447

**Description:**

This course will acquaint the secondary preservice teacher with an opportunity to understand and implement the planning and instructional skills that will be necessary for teaching at the middle school level. The student will select subject matter for teaching from various middle school curricular materials and the N.J. Core Content Curriculum Standards. In addition, students will integrate the middle school philosophy into lesson planning and classroom management while demonstrating the need for differentiation and diversity. The student will also engage in the use of modern technology as an instructional resource. This course will begin to prepare the students with effective instructional and classroom management skills necessary for the Student Teaching Experience. Field requirement: 75 hours.

### **ED 449E - Instructional Design II: Methods of Teaching Elementary Social Studies and Science**

**Credits:** 3

**Prerequisites:**

ED 448E

**Description:**

This course introduces students to the understanding, skills and accepted instructional strategies that will prepare them to effectively design and implement successful social studies and science instruction at the elementary level. The scientific inquiry process, as it applies to each of the disciplines, will be introduced and incorporated into required lesson and units plans of study. Students will become familiar with NJCCCS as they apply to each of these disciplines, and will incorporate discipline-specific forms of inquiry into lesson plans, unit plans and presentations. In addition, students will become familiar with and apply technology that fosters the goals of each of the disciplines under study. Field requirement: 100 hours.

### **ED 449S - Instructional Design II: Methods of Teaching Secondary Education**

**Credits:** 3

**Prerequisites:**

ED 448S

**Description:**

This course will acquaint the secondary preservice teacher with the skills vital to preparing, presenting, and organizing effective lessons while maintaining a well-managed and appropriately disciplined secondary classroom setting. Students will prepare select subject matter for teaching from various high school curricular materials and the NJ Core Content Curriculum Standards. In addition, students will integrate an understanding of adolescence to design unit plans and address classroom management issues. Differentiation and diversity will be addressed through these activities. The student will also engage in the use of modern technology as an instructional resource. This course will prepare the student with effective instructional and classroom management skills that will be necessary for the Student Teaching Field requirement. Field requirement (100 hours).

### **ED 451 - School Nursing I: Health Assessment, School Law and Services in Schools**

**Credits:** 3

**Description:**

This course explores the function and role of the nurse in the school health program and studies the organization, administration, and evaluation of health services at the elementary and secondary levels. It assists in developing a holistic approach in health assessment of students which includes health care needs, problems, concerns of youth, and screening procedures. Time is given to the study of school law as it pertains to the medically fragile child, the policy of inclusion and mainstreaming of students. It develops the competencies of school nurses in developing and implementing individual health care plans for exceptional children. Field requirement: 30 hours.

### **ED 453 - Public Health**

**Credits:** 3

**Description:**

This course analyzes school and community health fields, including an understanding of past and current problems and the responsibility of school and community to the prevention of health problems, including HIV/AIDS and substance abuse with suggested counseling techniques appropriate to the role of the school nurse. It assists school nurses in enabling students, staff, and families in utilizing available community resources in meeting health care needs.

### **ED 455 - School Nursing II: Health Assessment, School Law and Services in Schools**

**Credits:** 3

**Prerequisites:**

ED 451

**Description:**

This course enables the school nurse to identify problems and plan solutions related to the total administrative program of health care. The coordination of school facilities with resources at the community, county, and state levels will be studied. Attention is paid to those factors which impede the educational progress of children, including suicide and child abuse. In addition, the problems of violence and teenage pregnancy will be discussed in light of school policies, conflict resolution, and the role of the school nurse. Field requirement: 30 hours.

### **ED 460 - Inclusive Practices**

**Credits:** 3

**Prerequisites:**

ED331

**Description:**

In this course, students will learn to create effective learning environments for students with disabilities in all settings. The course will introduce strategies for adapting materials, modifying curriculum and using assistive technology appropriately. Another focus of the course will be to develop the knowledge and skills needed for successful collaboration among special and general educators and parents, with particular emphasis on co-teaching methods in inclusive classrooms. Field requirement: 12 hours.

### **ED 470 - Student Teaching**

**Credits:** 3

**Prerequisites:**

ED 449E or ED 449S

**Description:**

This course gives students the opportunity to perform all of the various duties of the regular/special classroom teacher in a school for a full semester. Practice under the guidance of a master teacher and a university supervisor strengthens the induction process of the pre-service teacher candidate. Departmental approval required, a 3.0 GPA, and a passing score on the appropriate Praxis exam are required. Testing fee required. Prerequisite: Completion of all education courses. No additional courses will be allowed during student teaching except by a waiver from the School of Education Associate Dean.

### **ED 475 - Student Teaching Seminar**

**Credits:** 3

**Prerequisites:**

ED520, ED500E, ED500, ED449, ED500S, ED449E, ED449S

**Description:**

This course is a coordinating seminar for regular/special education student teachers. It focuses on the art and craft of the teacher as a professional and works to support the culminating experience of the teaching internship.

## **ED 575 - Ethics, Education and Society**

**Credits:** 3

**Description:**

Enables educators to assist their students to live ethically in a complex world. This course emphasizes the classroom as a community of scholars who learn values while learning to value other people. The classroom is further understood as a place where right and wrong are defined by behavior. Case studies and research literature will assist educators to understand that ethical matters related to local and global issues require reflection, study, and community discourse.

## **ED 580 - Models of Teaching and Instruction**

**Credits:** 3

**Description:**

Defines good teaching as a process whereby an educator leads students through a planned curriculum. The teacher who is knowledgeable in a specific area will refine instructional skills such as selecting content; pacing instruction; creating an instructional climate; ensuring active participation; focusing students on task; using effective questioning techniques; and providing feedback and evaluation of student learning. The course requires educators to review curriculum and emphasizes the analysis of their own instructional practices in the classroom.

## **ED 590 - Curricula in a Multicultural Society**

**Credits:** 3

**Description:**

Focuses on a multiethnic/multicultural curriculum with goals that are consistent with the needs of a global society. Educators become informed, active citizens capable of making reflective decisions in a world beset by momentous social and human problems. Educators learn how to solve social problems through responsible action, and develop a sense of political efficacy and the ability to influence public policy.

## **ED 598 - Strategies for Curriculum Change and Development**

**Credits:** 3

**Description:**

Provides an understanding of the processes of change and decision making in developing and implementing curriculum. The historical development of curriculum, how curriculum is organized, and the relationship between curriculum and instruction will be discussed. Educators will develop a written process for curriculum development, as well as a process for evaluating curriculum in order to ensure ongoing curriculum improvement. Educators will develop a comprehensive integrated curriculum guide including content, instructional methods, lesson plans, and assessment.

## **ED 599 - Integrating Technology into Curriculum Design and Classroom Instruction**

**Credits:** 3

**Description:**

Participants will learn to use and evaluate computer-based tools in educational environments. Included in this set of tools will be general productivity software, special purpose educational software, as well as innovative technology. Participants will develop their own portfolios of products and strategies displaying the use of such tools with students and other clients. Knowing how to access resources to maintain emergent technological literacy will be developed by participants.

## **ED 610 - Educational Research I**

**Credits:** 3

**Prerequisites:**

At least 27 graduate credits.

**Description:**

Guides students through the process of creating a research proposal for action research to be conducted in their school systems. This proposal will include a statement of the problem, a review of related literature, and a description of the methodology to be used in the study. As part of this process, students will develop an understanding of research procedures and analyze published research related to their topic of study. This course is graded as PASS/FAIL.

## **ED 611 - Educational Research II**

**Credits:** 3

**Prerequisites:**

ED 610

**Description:**

Guides students through 1) the process of conducting an action research study and completing a thesis from the proposal developed in Educational Research I, or 2) the process of preparing a journal article suitable for publication. The thesis or article will present a defensible position on a matter of significance in the topic of study. Capstone projects will be published on the Web by ProQuest/UMI for a fee of \$110.00 billable by the Bursar during the semester the course is taken.

## **EN 000 - Literature Requirement**

**Credits:** 3

## **EN 101 - The Process of Writing**

**Credits:** 3

**Description:**

Offers intensive work in generating ideas, organization, style, and mechanics for the development of college-level writing. Admission by assignment. Does not fulfill core requirement in English. **Minimum grade of "C" required.**

## **EN 110 - Speaking for Success**

**Credits:** 3

## **EN 111 - College Writing**

**Credits:** 3

**Description:**

A writing intensive course that develops students' college-level writing competence; writing is taught as a process that entails a series of revisions through the completion of several short assignments and longer expository essays. Includes preparation of a research paper and instruction in MLA style.

## **EN 140 - Current Topics in American Culture**

**Credits:** 3

**Description:**

Enhances academic language skills and imparts knowledge of American culture with the cultural relativistic perspective. For non-native speakers by permission only

## **EN 202 - Intro To Drama**

**Prerequisites:** EN111, EN320, EN COR 1

**Description:** Studies eight plays representing the major stages in the development of drama from ancient ritual to contemporary commercial theater.

## **EN 207 - Global Literature**

**Credits:** 3

**Description:**

Explores non-western literature, including works from Asia, the Middle East and Africa.

## **EN 217 - American Lit Non-Native Speaker**

**Prerequisites:** EN COR 1, EN111, EN320

**Description:** Reinforces communicative skills and cultural understanding while introducing representative works of American literature from Puritan culture to the present day.

## **EN 221 - Women In Literature**

**Credits:** 3

**Prerequisites:**

EN320, EN COR 1, EN111

**Description:**

Examines the construction of female images, roles and attitudes in literature by and about women from around the globe. We will examine the representation of gendered identity in a variety of genres (fiction, nonfiction, drama, and poetry) and historical periods with a central focus on modern and contemporary works.

**EN 222 - Literature and the Law**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Explores concepts of law and justice in selected masterworks of fiction and drama. Recommended for, but not restricted to, criminal justice majors.

**EN 226 - Psychology And Literature**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN320, EN111

**Description:**

Uses the insights of Freud and Jung to illuminate myths (ancient and modern) and examines techniques for dramatizing the life of the mind in fiction and drama. Selections by Strindberg, Lawrence, James, O'Neil, et al.

**EN 227 - American Images in Literature**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Explores short stories, novels, and poetry embodying various images of America?its geography, values, customs, and people? emphasizing the subject and quality of the images presented, the literary techniques with which these are developed, and the total self-reflection of the country which they convey.

**EN 229 - Literature and the Arts**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Surveys the relationships between literature and other major art forms: music, dance, film, painting, sculpture and demonstrates what is gained and lost when literary classics are interpreted in other creative media.

**EN 230 - Literature and Medicine**

**Credits:** 3

**Description:**

This course focuses on writers who have depicted illness and the universal questions common to all humans as they face their own mortality. While there is a long history of literature that reflects this topic, this course will consider more contemporary illnesses through the genres of fiction, nonfiction, drama and poetry to make discussion more relevant for students

**EN 240 - Introduction to Poetry**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Provides a solid foundation in the essential vocabulary for interpreting poems and appreciating the techniques of poets both traditional and contemporary. Offers an optional service-learning component, giving the opportunity to volunteer to work in groups with a local, published

poet in a variety of ways.

### **EN 301 - Masterpieces of Western Literature**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Surveys major literary texts in the history of western and world literature with an emphasis on those considered essential to an understanding of British and American literature.

### **EN 302 - Renaissance Literature from Spenser to Milton**

**Credits:** 3

**Prerequisites:**

EN320, EN COR 1, EN111

**Description:**

Studies poetry, prose and dramatic works of the men and women of the English Renaissance in relation to the continental Renaissance and the non-Western world. We will focus on the cultural, historical and literary contexts that shaped the age and its literature, featuring both well-known writers like Edmund Spenser, Lady Mary Wroth, Sir Philip Sidney, and John Milton as well as lesser-known writers like Elizabeth Cary. (Formally named Renaissance: Poetry and Prose prior to Fall 2015).

### **EN 303 - Literature of the Romantic Movement**

**Credits:** 3

**Prerequisites:**

EN320, EN COR 1, EN111

**Description:**

Studies the origin, development and influence of Romanticism as a European and Transatlantic movement. While emphasis is placed on the British context and focused on the "big six" poets (Wordsworth, Coleridge, Blake, Shelley, Byron, and Keats), the course explores the ways in which Romanticism was a much wider movement that informed and was informed by the philosophical, political, religious, literary, artistic, and social revolutions of the era. Students will examine the ways that Romantic writers textually changed their literary inheritance and reinvented it. Those changes remain very much a part of contemporary conceptions about literature, human subjectivity, and the experience of history.

### **EN 304 - Literature and Diversity**

**Credits:** 3

**Description:**

This course focuses on literary works (novels, short stories, poems, and works of non-fiction) that foreground or thematize forms of social diversity or difference. The course introduces students to works of (mostly) American literature that explore the social construction and significance of diverse identities. **Enriched Core: Global Awareness & Cultural Understanding**

### **EN 305 - American Literature**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Surveys over three hundred years of American literature beginning with the Puritans and other early English settlers and ending in the first half of the twentieth century, with an emphasis on the nineteenth century. Ranging across a variety of genres, modes, and literary movements, from the early Puritan "plain style" to the nineteenth-century American literary Renaissance, from realism and regional local color writing to modernism, from Realism to the Harlem Renaissance, this class will explore how American writers have created an American subject.

### **EN 306 - English Literature**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Covers the development of English literature from early medieval to modern times, including readings from representative authors of each period.

**EN 307 - Modern Drama**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Explores the plays, theaters and audiences of modern and contemporary theater. While the central focus is on American and British plays, several of the plays will provide a global perspective.

**EN 308 - Telling Tales: Narrative from Beowulf to Beloved**

**Description:**

Explores complexities of narrative in a body of works ranging from early texts in the AngloAmerican tradition to the contemporary novel. The course also introduces students to a number of key concepts in the study of narrative, including narrative perspective, focalization, the unreliable narrator, the implied author, frame narrative, master plots, narrative contestation, etc.

**EN 312 - The English Novel**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Traces the origin of the novel and its development as a literary form. Studies representative works of chief novelists of the 18th, 19th, and 20th centuries.

**EN 313 - The American Novel**

**Credits:** 3

**Prerequisites:**

EN111, EN COR 1, EN320

**Description:**

What makes an "American" novel? How did the American novel help to create a myth of national origins for the United States? What role did the American novel play in shaping the cultural, political, economic, and social debates that arose as the United States grew from young nation to 20th-century world "superpower"? How does the American novel work to effect social change and advocate for social justice? In answering these questions and others, we will explore the development of the novel in America, spanning roughly three hundred years from late-18th-century novels of seduction through American literary nationalism and the American literary Renaissance into turn-of-the-century naturalism and realism and, finally, the 20th century. Students will gain a broad understanding of the development, modes, and major themes of the American novel as we explore how American writers have created an American subject.

**EN 314 - Children'S Literature**

**Credits:** 3

**Prerequisites:**

EN111, EN COR 1, EN320

**Description:**

Presents a multidisciplinary overview of children's literature in the light of recent scholarship including: the historical context of classical and popular children's literature; philosophical, educational and sociological theories of childhood; and literary motifs and archetypes.

**EN 315 - Coming of Age Literature**

**Credits:** 3

**Description:**

This course examines the coming of age novel or the Bildungsroman. Literary works within this genre depict an adolescent's journey from innocence to experience and explore several themes, such as rebellion, friendship, romance and sexuality and identity formation. Issues of

race, gender and ethnicity are also addressed in terms of their influence on the literature. The course fulfills an upper elective division in the English major.

### **EN 316 - Poking Fun: Irony & Satire through the Ages**

**Description:**

Irony and satire are as old as Western literature and as contemporary as South Park. This course looks at literary examples of irony and satire through the ages, starting from ancient Greece and Rome and continuing through the major periods of literary history to the present. Students are introduced to such iconic works as Aristophanes' *Lysistrata*, Voltaire's *Candide*, Swift's "A Modest Proposal," Austen's *Northanger Abbey* and Lewis's *Babbitt* while gaining a better understanding of irony and satire as literary devices/rhetorical strategies with a range of possible tones, targets and purposes.

### **EN 317 - Literary Criticism**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Explores contemporary critical approaches to literature, including new historicist, feminist, psychoanalytic, Marxist, African-American criticism, postcolonial, and lesbian/gay/queer criticism. We will examine the various theories as well as the assumptions and values upon which they rely in seminar form, developing the tools of literary analysis.

### **EN 319 - Writing the Self in Poetry & Prose**

**Description:**

A hybrid literature/creative writing/performance course that allows students to explore the possibilities for self-expression in poetry and personal essays. Students read and analyze examples of personal essays and lyric poetry by published authors; read and discuss a guidebook discussion of craft; write their own pieces in a collaborative, workshop setting that encourages critique and revision; and, ultimately, perform selected pieces for their classmates and/or a campus audience in a campus venue. Though there will be a strong autobiographical element in the writing studied and produced for the course, students will also be encouraged to think about how their experiences and concerns as individual writers intersect with the wider world and can be expressed in ways that will engage an audience.

### **EN 320 - Writing Power**

**Credits:** 3

**Description:**

Offers an intensive writing workshop for students determined to advance from average to superior writing performance. Emphasis on effective strategies for producing compelling prose in many disciplines. Chair's permission required. Does not fulfill core literature requirement.

### **EN 321 - Work & Working-Class Life in Literature**

**Description:**

Explores ethical issues in the context of literature (short stories, novels, poems, plays, non-fiction essays) focused on work, working people and working-class life. Some of the questions we consider in class discussion and in writing are the following: Does work have an ethical value beyond its purpose of earning a living? Why are some kinds of work valued less than others? Are poverty and unemployment a sign of personal, or societal, moral failing? What ethical obligations do workers owe each other and/or to the people who employ them? What ethical conflicts are faced by working people trying to survive in a harshly competitive world? Enriched Core: Ethical Inquiry and Applications.

### **EN 323 - Journal Editing: Presence**

**Credits:** 3

**Description:**

This course will enable students to exercise a critical eye when selecting poems submitted by a wide variety of contemporary poets on the basis of their artistic merit. Selected poems will be published in the annual issue of the international print journal, *Presence: A Journal of Catholic Poetry*. Students will read critical essays that discuss qualities of poetry that make it "good" by way of its craft. Additionally, they will read book reviews published in a number of current literary journals devoted to the intersection of literature and religious faith or spirituality with a view toward writing short reviews of recently published collections of poems. Excerpts from these student reviews will be posted on the journal's website: [www.catholicpoetryjournal.com](http://www.catholicpoetryjournal.com).

## EN 324 - Catholic Writers

**Credits:** 3

**Description:**

Studies a wide range of major writers from the medieval period to the late 20th century whose Catholicism is central to their artistic vision, influencing both the content and form of their work. Forms include epic, lyric, and narrative poetry, as well as short fiction, drama, and novels. Works are read from a theological perspective; writers include Dante, Dryden, Hopkins, Greene, O'Connor, Percy, and others. Enriched Core: Catholic and Dominican Tradition.

## EN 330 - Contemporary Irish Fiction

**Credits:** 3

**Description:**

This course will focus on Irish fiction from the mid-1980's to the present. A thematic approach will cover such topics as the implications of politics and religion, gender and sexuality, and the persistence of cultural myths within a literary framework.

## EN 332 - Modern Irish Drama

**Credits:** 3

**Prerequisites:**

EN111, EN320

**Description:**

Presents a critical and historical study of Irish drama from the end of the nineteenth century to the present. The principal focus is the theatrical dimensions of Irish drama, but the relevant socio-political context is also considered. Playwrights include: Yeats, Synge, O'Casey, Friel, McPherson, McDonagh, Devlin, Carr, and Sarma.

## EN 338 - Writing For The Professions

**Credits:** 3

**Prerequisites:**

EN111, EN320

**Description:**

Focuses on the professional writing required in a variety of professional fields such as education, finance, publishing, health professions, communications and others. Students work on the various genres of professional writing, including proposals, press releases, business plans, reports, feature articles, op-ed essays, letters, memos, and electronic formulations. Does not fulfill core literature requirement.

## EN 345 - African-American Literature

**Credits:** 3

**Prerequisites:**

EN111, EN320

**Description:**

Surveys African American literature starting with historical texts including poetry, slave narratives, folk tales and African-American spirituals, through post-Emancipation literature of racial uplift and polemic writing, to the literature of the Harlem Renaissance. Moving through the twentieth century, the course examines social protest literature, autobiographical writing, feminist statements, and neo-slave narratives. The institution of slavery and its legacy loom large in many of the texts. Beginning with Frederick Douglass's foundational Narrative (1845) and culminating in Octavia Butler's neo-slave narrative, Kindred (1979), we will pay particular attention to the role of memory and self-representation in literature and appreciate literature as a tool for social justice. Includes a field trip to the Schomburg Center for Research in Black Culture and a walking tour of Harlem.

## EN 349 - Literature and the Environment

**Credits:** 3

**Description:**

This course introduces students to nature/ environmental writing in a U.S. or international context. It explores the different ways writers (of novels, short stories, poems, and works of nonfiction) have thought about our relation to the natural world. Reading these writers, we discuss the kinds of questions they raise and try to answer: What obligations do people have to other species? What is our relation to the natural places or bioregions we inhabit? What environmental threats do we face, and how can they be addressed? Enriched Core: Global Awareness & Cultural Understanding.

## **EN 401 - Shakespeare: Plays of Politics**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN320, EN111

**Description:**

Explores Shakespeare's interpretation of the use and abuse of political power while tracing his dramatic development through critical reading of representative plays.

## **EN 403 - Literature of the Victorian Age**

**Credits:** 3

**Prerequisites:**

EN320, EN COR 1, EN111

**Description:**

Studies the variety of trends present in English literature in the period from 1832 to 1900 as shown in the works of Tennyson, Browning, Arnold and others.

## **EN 405 - Medieval Literature**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Explores the literature of Medieval England through readings which include Beowulf, the Pearl Poet, Langland, Malory and selected drama and lyrics.

## **EN 406 - Creative Writing**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Offers an intensive exploration of the short story and lyric poetry. A workshop for students interested in developing creative talents. Opportunity for publication in literary magazine. Does not fulfill core literature requirement.

## **EN 409 - Modern Poetry**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Introduces major movements in modern verse from the end of the 19th century up to World War II, including poems by Pound, Eliot, Stevens, Hughes, Millay, Moore, and others.

## **EN 410 - Capstone E-Portfolio Project**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

One of the final courses that an English major takes, the "Capstone ePortfolio Project" offers students the opportunity to revisit several papers written for English classes taken at Caldwell University. In this capstone course, students will heavily revise these papers according to certain guidelines, incorporate the process of self-reflection, and ultimately create an e-portfolio that will showcase their accomplishments as English majors. \*Formerly English Seminar through Spring 2019.

## **EN 411 - Contemporary Poetry**

**Credits:** 3

**Prerequisites:**

EN111, EN320, EN COR 1

**Description:**

Demonstrates the rich variety in styles of American poetry since World War II. Includes Bishop, Gluck, Merwin, Plath, Doty, Oliver, Komunyakaa, and others.

### **EN 413 - Contemporary Fiction**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Emphasizes literary analysis in world fiction by late 20th and early 21st century writers, including Erdrich, Morrison, Achebe, Ondaatje, and others.

### **EN 414 - Journalism: Newswriting**

### **EN 415 - Masterpieces of Short Fiction**

**Credits:** 3

**Description:**

Provides an in-depth study of short stories and novellas considering theory, technique and content by 19th, 20th and 21st century writers from a variety of cultures.

### **EN 417 - Shakespeare: Plays of Love**

**Credits:** 3

**Prerequisites:**

EN COR 1, EN111, EN320

**Description:**

Explores Shakespeare's use and interpretation of the literary conventions of love while tracing his dramatic development through critical reading of representative plays and sonnets.

### **EN 418 - Guilty Pleasures: Reading and Writing Genre Fiction**

**Credits:** 3

**Description:**

When we stay up far into the night reading a novel instead of sleeping, chances are that the book in question is not one of the "classics" typically enshrined in literature anthologies and taught in college English courses but a psychological thriller, romance novel, detective story, horror novel or science fiction narrative. For many of us, these and other forms of genre fiction constitute a vital part of our extracurricular reading—the reading we do, perhaps somewhat guiltily, for fun. Guilty Pleasures: Reading and Writing Genre Fiction starts from the premise that we need not apologize for the pleasure we find in the books of Stephen King or Octavia Butler or Patricia Highsmith—to take three well-known examples—that genre fiction often has great literary value, and that it can teach us a lot about how fiction works. This course introduces students to some of the best short fiction in a selected genre and helps them apply what they have learned in short stories of their own creation. Does not fulfill core literature requirement.

### **EN 420 - His/Struct Eng Lang**

**Prerequisites:** EN320, EN COR 1, EN111

**Description:** Explores traditional and contemporary approaches to grammar and presents a survey of the origins, development, and diversification of the English language with particular attention to the implications of both for teaching English.

### **EN 487 - Field Internship I**

**Credits:** 2

**Description:**

A pre-professional, introductory experience in a career field. Internship responsibilities are entrylevel in nature. The intern and internship faculty advisor develop related learning objectives. See special programs section for additional information about the academic internship

program. Requires departmental approval.

### **EN 489 - Field Internship II**

**Credits:** 2

**Description:**

A second, pre-professional experience in a career field. Learning objectives and academic assignment should incorporate knowledge gained in EN 487 Field Internship I and demonstrate new, substantive learning goals. See special programs section for additional information about the academic internship program. Requires departmental approval.

### **EN 490 - Field Internship III**

**Credits:** 2

**Description:**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and academic assignments must incorporate knowledge gained in Field Internships I & II and demonstrate new, substantive learning goals. See special programs section for additional information about the academic internship program. Requires departmental approval.

### **EN 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers. By permission only.

### **FA - FA Elective**

**Credits:** 3

### **FI - Field Internship**

**Credits:** 3

### **FR 101 - Elementary French I**

**Credits:** 3

**Description:**

Introduces basic grammar, pronunciation and vocabulary with special emphasis on aural comprehension and conversation. Language Lab work is required. Not open for credit to students who have had one or more years in secondary school.

### **FR 102 - Elementary French II**

**Credits:** 3

**Prerequisites:**

FR 101 or equivalent

**Description:**

Continues FR 101.

### **FR 113 - French Culture I**

**Credits:** 3

**Description:**

Offers an overview of the French-speaking world through a study of the geography, history, arts and literature.

### **FR 114 - French Culture II**

**Credits:** 3

**Description:**

Continues FR 113, with an overview of modern France since 1789.

## **FR 201 - Intermediate French I**

**Credits:** 3

**Prerequisites:**

FR 102 or at least two years of high school French; placement by advisement or test.

**Description:**

Offers systematic study of the language with particular attention to grammar review, vocabulary growth, conversation and reading comprehension. Language Lab work is required.

## **FR 202 - Interm French II**

**Prerequisites:**

Prerequisite: FR 201

**Description:**

Continues FR 201.

## **FR 202 - Intermediate French II**

**Credits:** 3

**Prerequisites:**

FR201

**Description:**

Continues FR 201.

## **FR 211 - The World Comes to Paris**

**Credits:** 3

**Description:**

Paris holds an important place in the political, social, literary and artistic culture of the past two centuries. It has attracted exiles and expatriates from all over the world that were cultural or political revolutionaries and outcasts. Students will explore the following questions: What pushed these individuals to leave their countries of origin and what drew them to Paris? How did they experience life in the city? What were their contributions to Parisian culture and also to the development of major artistic movements and political ideologies of the 19th through the 21st centuries? Students will analyze a variety of historical documents, literary examples, visual and musical materials. Taught in English. Enriched Core, global cluster.

## **FR 321 - Advanced French Grammar I**

**Credits:** 3

**Prerequisites:**

FR202 or equivalent

**Description:**

Develops competency in the written and spoken language through intensive study of grammar. Includes analysis of literary excerpts and authentic cultural documents such as songs and comic strips.

## **FR 322 - Advanced French Grammar II**

**Credits:** 3

**Prerequisites:**

FR321, FR202 or equivalent

**Description:**

Encourages use of the more sophisticated patterns of the French language to increase vocabulary, develop a style in composition and express mature ideas clearly and correctly. Includes reading of short stories and analysis of authentic cultural documents such as commercials and songs.

## **FR 325 - Communication through French Films I**

**Credits:** 3

**Prerequisites:**

FR202 or equivalent

**Description:**

Develops conversation and written composition skills through the viewing and analysis of French movies dealing with themes such as the educational system, the work place, youth culture, and gender relations in contemporary France.

**FR 326 - Communication through French Films II**

**Credits:** 3

**Prerequisites:**

FR 202 or equivalent

**Description:**

Continues to develop conversational and writing skills through the study of films from the Frenchspeaking world. Students will be exposed to the history and culture of countries or areas such as Senegal, Vietnam, Qu?bec and Martinique.

**FR 329 - French Civilization I**

**Credits:** 3

**Prerequisites:**

FR 202 or equivalent

**Description:**

Surveys the geographical, historical, artistic, literary, social and institutional influences which have formed the French nation.

**FR 330 - French Civilization II**

**Credits:** 3

**Prerequisites:**

FR 202 or equivalent

**Description:**

Studies various aspects of contemporary French life, including significant historical events, the family structure, education, government, economy, immigration and leisure activities.

**FR 341 - Seminar in France**

**Description:**

A Winter, Spring Break or Summer Session short study abroad course focusing on the history, art, customs and language of areas visited. Pre-trip seminars and post-trip research paper required. Destinations have included Paris and its surroundings as well as Southern France. The course number FR 341 is followed by a different letter to distinguish one travel seminar from another.

**FR 351 - French For The Global Workplace**

**Credits:** 3

**Prerequisites:**

FR201, FR202 or equivalent

**Description:**

Students will acquire a basic knowledge of the vocabulary and concepts that are associated with business French and doing business in French-speaking countries, such as France, Canada, Switzerland, Belgium and Senegal.

**FR 409 - Topics in French Studies**

**Credits:** 3

**Description:**

Taught in English, this course will focus on a specific topic in French literature and/or culture, such as Paris 1900 or the history of FrenchAmerican relations. French majors are expected to do the required reading and writing in French.

**FR 487 - Field Internship I**

**Credits:** 2

**Description:**

A pre-professional, introductory experience in a career field. Internship responsibilities are entrylevel in nature. The intern and internship faculty advisor develop related learning objectives. Requires departmental approval and at least a 2.5 GPA.

### **FR 489 - Field Internship II**

**Credits:** 2

**Description:**

A second, pre-professional experience in a career field. Learning objectives and academic assignments should incorporate knowledge gained in Field Internship I and demonstrate new, substantive learning goals. Requires departmental approval and at least a 2.5 GPA.

### **FR 490 - Field Internship II**

**Credits:** 2

**Description:**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and academic assignments must incorporate knowledge gained in Field Internships I & II and demonstrate new, substantive learning goals. Requires departmental approval and at least a 2.5 GPA.

### **FR 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to develop independent reading and research skills by working in selected areas under the guidance of individual teachers. Offered only to upper division students with a cumulative index of 3.0 or better; by permission.

### **FS 189 - Freshman Seminar**

**Credits:** 1

### **GY 335 - World Geography: Concepts and Regions**

**Credits:** 3

**Description:**

Examines fundamental concepts of physical geography in the context of the human response to environment in the development of the major cultural realms.

### **HI 101 - Roots of the West**

**Credits:** 3

**Description:**

Surveys the development of western civilization from its origins in the ancient Near East to the emergence of the modern era in the fifteenth and sixteenth centuries. Focuses on the key individuals, groups, events, and ideas that created western culture.

### **HI 102 - The Shaping of the West**

**Credits:** 3

**Description:**

Surveys the key movements, achievements, and ideas that shaped the modern western world, beginning with the Age of Discovery in the fifteenth century and continuing through World War II. Focuses on the development of modern scientific and political thought, industrialization, ideological conflict, imperialism and global war.

### **HI 103 - The West and the World: 1945 to the Present**

**Credits:** 3

**Description:**

This is an Enriched Core course serving the Global Awareness cluster. Surveys global history from 1945 to the present, with particular emphasis on the interaction between the west and other areas of the world. Topics to be covered include the Cold War, decolonization, and global economic development.

### **HI 203 - The Growth of the American Nation I**

**Credits:** 3

**Description:**

Surveys the political, cultural, economic and social history of the United States from the colonial period through the Civil War

### **HI 204 - The Growth of the American Nation II**

**Credits:** 3

**Description:**

Surveys the political, cultural, economic and social history of the United States from Reconstruction to the present.

### **HI 208 - History of Catholics in America**

**Credits:** 3

**Description:**

This is an Enriched Core course serving the Catholic and Dominican Tradition cluster. This course is a basic historical overview of the social, political, and cultural experiences of Catholics in America from the colonial period to the present. It will stress the contributions made by Catholics to American life and culture, especially in the areas of education, social work, and social justice.

### **HI 210 - Women in the Western Tradition**

**Credits:** 3

**Description:**

Focuses on the roles, activities and attitudes of women from ancient times to the present. Compares women's legal, social, economic and political positions in various cultures and periods.

### **HI 211 - Women in American History and Politics**

**Credits:** 3

**Description:**

This course traces the changing status and roles of women in American society from the colonial period to the present. Within a chronological context, it includes topics such as family and work roles, legal identity and political participation, involvement in political and social reform movements, and current cultural, social, and political issues affecting women. Special attention is paid to racial, ethnic, cultural, religious, and class differences among women.

### **HI 213 - The History of New Jersey**

**Credits:** 3

**Description:**

Surveys the state's political, economic and cultural development from its proprietary beginnings to the present, with special emphasis on those determining factors that have shaped its character.

### **HI 215 - History of the Catholic Church**

**Credits:** 3

**Description:**

This Enriched Core course is a historical survey of the origin and development of the Catholic Church from its beginnings in the Roman Empire to the present. It focuses on the major people, ideas, and events that have shaped the Church as an institution, and emphasizes the key impact the Church has had on world history over the past 2000 years. With its specific look at the historical context in which the Order of Preachers emerged, the course will demonstrate how Catholic and Dominican values like study, service and mission have shaped both western civilization and world history

### **HI 218 - The Holocaust**

**Credits:** 3

**Description:**

Provides students with a chronological and critical understanding of the series of events that have become known as the Holocaust, including examination of its historical background and context as well as an awareness of some of the historical and historiographical controversies surrounding it.

### **HI 220 - African American History**

**Credits:** 3

**Description:**

Examines the role of black Americans in the nation's development from the colonial period to the present, with emphasis on the civil rights movement of the twentieth century.

### **HI 250 - The Vietnam War**

**Credits:** 3

**Description:**

An in-depth examination of the Vietnam War as a formative event in recent United States and global history. Emphasis will be on the development and implementation of the philosophies and policies that brought America to the decision to intervene in Vietnam, the legality of that decision, and the consequences of that action at home and in the world. Particular attention will be given to those groups who were asked to serve, the coverage of the war by the media, and the anti-war movement.

### **HI 316 - Modern British History**

**Credits:** 3

**Description:**

Examines the history of Britain during the last four centuries with stress on constitutional and imperial development.

### **HI 317 - Native American History**

**Credits:** 3

**Description:**

Surveys the major political, social, and cultural themes of Native American history from pre-Columbian times to the present.

### **HI 326 - Modern Irish History**

**Credits:** 3

**Description:**

Surveys the chief events of Irish history from the 17th century until the present, with special emphasis on the traditional Irish scene and the impact of English occupation upon it.

### **HI 328 - World War I**

**Credits:** 3

**Description:**

Provides students with an historical understanding of the First World War and its impact on European and global history. Introduces students to historiographical issues by examining the war as approached by diplomatic, military, social, cultural, and women's historians.

### **HI 331 - History and Politics of Asia**

**Credits:** 3

**Description:**

Surveys the modern historical, political and cultural development of China, Japan and Korea.

### **HI 333 - History and Politics of Africa**

**Credits:** 3

**Description:**

Surveys the historical and political development of the continent by region with special emphasis on the last 200 years.

### **HI 337 - History and Politics of Latin America**

**Credits:** 3

**Description:**

Surveys the main themes in Latin American historical and political development from the 15th century to the present, with special emphasis on social, economic and cultural issues.

### **HI 338 - History and Politics of the Middle East**

**Credits:** 3

**Description:**

Traces the historical and political development of the Middle East from the 7th century to the present, with special attention paid to the role of religion in shaping the politics and culture of the region.

### **HI 341 - Study Abroad**

**Credits:** 3

**Description:**

A Winter, Fall, Spring, or Summer short study abroad course. Content in travel seminars vary.

### **HI 352 - Religious Diversity in Early America**

**Credits:** 3

**Description:**

This course is an historical overview of religious diversity and its impact on politics and society in America, from the colonial era through the Civil War

### **HI 361 - United States Foreign Policy and Diplomacy**

**Credits:** 3

**Description:**

Traces the evolution of American foreign policy and the emergence of the United States as a great power

### **HI 378 - Public History**

### **HI 405 - American Constitutional History**

**Credits:** 3

**Description:**

Studies the role constitutional interpretation has played in American history, with special emphasis on Supreme Court decisions.

### **HI 407 - Colonial America**

**Credits:** 3

**Description:**

An examination of the political, social, and cultural forces that shaped North America from the pre-Columbian period to the ratification of the United States constitution in 1789. Major topics to be covered include: pre-European Native America; the Age of European exploration and expansion; cross-cultural contacts between Indians, Africans, and Europeans; slavery; colonial ethnicity and the roots of American pluralism; colonial political structures; the Salem witch trials; colonial American culture; the American Revolution; and the Constitutional Convention.

### **HI 413 - The United States Civil War**

**Credits:** 3

**Description:**

Examines the background and causes of the Civil War as well as its campaigns, battles, and military strategies. Attention is also given to the War's political and socioeconomic dimensions.

### **HI 432 - Contemporary Issues and Problems in World Politics**

**Credits:** 3

**Description:**

An in-depth and historically grounded examination of selected problems and issues, with topics chosen dependent upon the expertise of the instructor and the changing nature of world concerns.

### **HI 440 - Recent America**

**Credits:** 3

**Description:**

Analyzes social, political and cultural developments since 1945 with special emphasis on social movements and political protest.

### **HI 455 - Europe Since 1945**

**Credits:** 3

**Description:**

Examines major topics in global history since 1945, including the rivalry between the United States and the Soviet Union, independence movements in colonized nations in Africa and Asia, and various issues related to global economic development.

### **HI 489 - Internship**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to do off-campus field work in history or political science by individual arrangement.

### **HI 492 - Research Seminar**

**Credits:** 3

**Description:**

In this course students will undertake a significant research project in order to fulfill the Outcomes Assessment requirement for all major programs in the History and Political Science Department. This project will consist of a series of steps, including a research proposal, a preliminary bibliography, 2 preliminary drafts, a final draft of at least 20 pages in length, and an oral presentation to Department faculty. This course must be taken in tandem with one of the designated senior seminars—the Research Seminar cannot be taken alone.

### **HI 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent reading and research in selected areas under the guidance of department faculty.

### **HP 300 - (Eg) Intro Contemporary South Asia**

**Description:** This interdisciplinary class will survey South Asian literature and film, focusing mainly on the period of the mid-twentieth century through today, covering a wide range of cultural spaces, historical events, languages, and socio-cultural dynamics from the Indian continent and its diaspora, specifically: India, Pakistan, Bangladesh, Sri Lanka, and Nepal. We will consider a range of cultural texts throughout this course, including short stories, poetry, novels, and films, which represent crucial historical events in this region, including the Independence movement in British India, the partition of 1947 and the humanitarian crisis it spurred, the tumultuous post-Independence periods in India and Pakistan and the Indo-Pakistan 1971 war that led to the founding of Bangladesh, Indira Gandhi's brutal "Emergency" period in the late 1970s, Sri Lanka's civil war in the 1970s and 80s, and the ongoing, complex conflict over Kashmir in India and Pakistan. Some of the writers we read will foreground the diaspora in and immigration to London and the US, others will focus on gender, sexuality, the status of women, caste, and the rights of queer individuals. In addition, while many of the texts we will read have been written in English (and we will discuss the politics of writing in English), others have been translated into English. The films we watch will be in Hindi, but will have English subtitles—therefore proficiency in a language other than English is not required for this class.

### **HP 310 - (Eg) Forced Mig. & The Intern. Resp**

**Description:** Population displacement, forced migration and unprecedented refugee numbers have been called the "political crisis of our time" and "defining issue of this century." According to the most recent UN estimates, there are currently 70.8 million people worldwide who are either internally displaced or living outside their countries of origin as refugees—forced to flee their homes by such existential threats as war, persecution, extreme poverty and the environmental devastation wreaked by climate change.

### **HP 316 - Exploring Women'S Studies**

**Credits:** 3

**Description:**

This interdisciplinary study of women's experience provides philosophical, literary and historical perspectives. Readings include the feminist works of Mary Wollstonecraft, Sojourner Truth, Simone de Beauvoir, Betty Friedan, bell hooks and others. (Core Substitution: EN core2, WS 316)

### **HP 323 - Gaia: A Theory Of Ecology**

**Credits:** 3

**Description:**

An attempt to understand the integral complexities of ecology by studying the contemporary theoretical model of GAIA. (Core Substitution: BI 106)

### **HP 324 - Violence and Political Change**

**Credits:** 3

**Description:**

Analyzes the role of violence in social and political change through in-depth studies of specific historical and contemporary examples. (Core Substitution: PO 125)

### **HP 326 - Music and the Arts**

**Credits:** 3

**Description:**

Examines the connections between music, art and architecture. (Core Substitution: MU 122 or Global Understanding cluster of the enriched core.)

### **HP 330 - Ideal Self and Reality**

**Credits:** 3

**Description:**

Explores the conflict between an autonomous, knowable, and stable self and the reality of behavior that is often irrational and unpredictable. Includes determinants of behavior, cross-cultural identity, perception, and mental illness and the self. (Core Substitution: PS 150)

### **HP 332 - The Family In U.S. Literature**

**Credits:** 3

**Description:**

Analyzes the changing concept of family, family dynamics, and the family-in-society through selections in American literature. (Core Substitution: EN core2)

### **HP 335 - (Ee) Holocaust In Film**

**Description:** This course will examine cinematic responses to the Holocaust, focusing on the ethical challenges faced by filmmakers attempting to depict the Holocaust and its aftermath. The course will have two main themes. First, how have filmmakers wrestled with the ethical challenges inherent in the depiction of atrocity? Second, how have European filmmakers in particular dealt with questions of guilt, responsibility, and memory, questions which have been central in each European nation's attempts to come to terms with its own particular history in relation to the Holocaust? Formerly titled: HOLOCAUST IN EURO FILM, Spring 2020 and prior.

### **HP 340 - Utopian Societies**

**Credits:** 3

**Description:**

Studies various models of utopian communities, both real and theoretical, from a variety of sources including literature and history. (Core Substitution: EN core2 or PS 100)\*

### **HP 342 - South Africa: From Apartheid to the Rainbow Nation**

**Credits:** 3

**Description:**

This course will examine the history, politics, and culture of South Africa from the beginnings of Apartheid to the present. The main goals of the course will be to understand the origins and nature of the apartheid state, the anti-apartheid movement and the eventual dismantling of apartheid, the major achievements of post-apartheid South Africa, and the most significant challenges facing the country today. The course will combine readings in history, politics, economics, and sociology with literature, film, and music to provide a broad overview of South

African society and culture. (Core Substitution: HI 102, OR, this course fulfills the global awareness and cultural understanding cluster in the enriched core)

### **HP 346 - Art and Visual Culture of the 1960s**

**Credits:** 3

**Description:**

This course provides an in-depth examination of the art and visual culture of the 1960s. By studying paintings, sculptures, and architecture in addition to posters, magazines, album covers, television and movies, students will acquire an understanding of this tumultuous decade and learn how the changes that occurred during this period continue to shape the contemporary moment. (This course fulfills AH 122 in the foundational core, OR, the global awareness and cultural understanding cluster in the enriched core)

### **HP 347 - Science: Visions and Reality**

**Description:**

Questions the gap between scientific discoveries and their practical applications. Ethical concerns of nuclear weaponry, genetic engineering, and research and development are discussed. (Core Substitution: CH 105)

### **HP 348 - Language, Self and Society**

**Credits:** 3

**Description:**

Attempts to understand how language mediates our experience both as individuals and as social, communicative beings. Includes interdisciplinary readings. (Core Substitution: AN 225)

### **HP 360 - Globalization**

**Credits:** 3

**Description:**

Studies issues and methods of economic and political globalization by examining specific international case studies such as the European Union. (Core Substitution: BU 101)

### **HP 362 - Ecology and Society**

**Credits:** 3

**Description:**

Analyzes ecological issues in relationship to societal values and to the availability of natural resources. Case studies range from global to local concerns and involves elementary field work. (Core Substitution: BI 106)

### **HP 363 - Ethnic Literature and Culture of the USA**

**Credits:** 3

**Description:**

Explores twentieth-century ethnicity through a variety of literary, historical and cultural case studies. Includes Native American, African American and European immigrant topics. (Core Substitution: EN core2)

### **HP 364 - Medieval Studies**

**Credits:** 3

**Description:**

Interprets the ideas, literature, art and culture of the Middle Ages through various primary and secondary sources. (Core Substitution: EN core2)

### **HP 365 - Controversial Legal Issues**

**Description:**

This course explores controversial legal issues impacting modern life, with an emphasis on business ethics and public law issues. Main topics include a brief background of the American justice system and a review of significant ethical theories, as applied to legal issues currently in debate. The course also develops strategies for effective conflict resolution. (Core Substitution: BU 101 or PO 125)

### **HP 366 - Film: Politics and Propaganda**

**Credits:** 3

**Description:**

Examines cinema from political and social perspectives. Includes issues of influence, ideology, and cinematic technique. (Core Substitution: CO 230)

### **HP 367 - Suffering In U.S. Literature**

**Credits:** 3

**Description:**

Presents a thematic and interdisciplinary approach to the issue of suffering in American fiction from colonial to contemporary selections. (Core Substitution: EN core2)

### **HP 369 - Ethical Issues**

**Credits:** 3

**Description:**

Explores contemporary ethical issues through various theoretical perspectives and case studies. The topics of individual choice and dialogue are emphasized. (Core Substitution: PH 210 OR the Ethical Inquiry and Applications cluster of the enriched core)

### **HP 371 - Renaissance Studies**

**Credits:** 3

**Description:**

Presents the Italian and Northern Renaissance through studies of literature or visual art. Includes in-depth analysis of social and historical context. (Core Substitution: EN core2 or AH 122)\*

### **HP 372 - Decolonization**

**Credits:** 3

**Description:**

Studies major historical issues, such as slavery, the transfer of power, and economic and political developments involved in the sovereignty struggles of nineteenth- and twentieth-century colonies. (Core Substitution: PO 125)

### **HP 400 - Honors Program Research Methods**

**Description:** This course will help students develop their research skills with the goal of producing an Honors project research proposal. As such, the course will be taught primarily by the Co-Directors, but also with guest lectures by faculty from various disciplines and library staff who will guide students through posing, developing, and refining a research question applicable to their area of interest. This class will also address interdisciplinary methods of research to help students locate & select acceptable, scholarly resources; these will be analyzed in order to consider how they air the research question. These findings will help write the Honors project proposal.

### **HP 405 - Honors Project**

**Credits:** 3

**Description:**

This course is an independent study in which the honors project is completed with an advisor and the program Director. Includes a research paper or creative project and its presentation. (This course does not count as core credit.)

### **HP 406 - Immigration and National Identity in Europe**

**Credits:** 3

**Description:**

Uses the case of France to present the history of migration flows within and to Europe. Analyzes the impact that history has on contemporary politics, society and culture. (Core Substitution: LA core2 or HI 102 OR the Global Awareness and Cultural Understanding cluster of the enriched core)

### **HS 101 - Medical Terminology**

**Credits:** 2

**Prerequisites:**

BI 110 The Human Body, or BI 203 Human Anatomy and Physiology I, or BI 207 Physiology.

**Description:**

Provides a working knowledge of the special language and terms used in the healthcare environment for students in pre-health professional studies. Includes a study of the basic language related to the medical science, word analysis, construction, spelling and definitions of the vocabulary used in the medical, dental and health professions field. Meets the prerequisite requirement for admission to health professional programs such as medicine; dentistry; occupational therapy; physical therapy; physician assistant, and other healthcare fields.

## **HS 201 - Introduction to Medical Profession**

**Credits:** 1

**Description:**

Provides a working knowledge of the special language and terms used in the healthcare environment for students in pre-health professional studies. Includes a study of the basic language related to the medical science, word analysis, construction, spelling and definitions of the vocabulary used in the medical, dental and health professions field. Meets the prerequisite requirement for admission to health professional programs such as medicine; dentistry; occupational therapy; physical therapy; physician assistant, and other healthcare fields.

## **HS 342 - Health Science Seminar**

**Credits:** 1

**Prerequisites:**

Junior status, Students must have passed (minimum grade of C) all 200-level science courses in their major before registering for this course. Open to all students interested in a career in the health professions.

**Description:**

Affords the students an opportunity to learn about current issues in the health professions from healthcare professionals and experts in the field. The goal of the seminar is to enable participants to obtain accurate and comprehensive information about the healthcare profession and make an informed career choice. May be used to research and compose the Senior Capstone Paper.

## **HS 489 - Health Science Internship**

**Credits:** 3

**Prerequisites:**

Junior status, health science major with cumulative grade point average of 2.5 or higher. Students must have completed the capstone seminar before registering for this course.

**Description:**

A structured healthcare internship that provides opportunity for practical experience and preprofessional mentoring in a variety of healthcare delivery settings, this supervised learning environment introduces interns to the research and clinical environment for healthcare professionals. In consultation with an internship advisor, the student secures an appropriate internship site. Each intern is supervised and mentored on-site by a health care professional, and is assigned to a faculty advisor from Caldwell University's Department of Natural and Physical Sciences who helps the student integrate academic coursework and research experience with the practical lessons learned in the field. The student meets learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments.

## **IT 101 - Elementary Italian I**

**Credits:** 3

**Description:**

Introduces basic grammar, pronunciation and vocabulary with special emphasis on aural comprehension and conversation. Language Lab work is required. Not open for credit to students who have had one or more years in secondary school.

## **IT 102 - Elementary Italian II**

**Credits:** 3

**Prerequisites:**

IT101 or equivalent

**Description:**

Continues IT 101.

### **IT 113 - Italian Culture I**

**Credits:** 3

**Description:**

Offers an overview of the culture of Italy through history and art.

### **IT 114 - Italian Culture II**

**Credits:** 3

**Prerequisites:**

IT113

**Description:**

Continues IT 113.

### **IT 201 - Intermediate Italian I**

**Credits:** 3

**Prerequisites:**

IT101, IT102 or at least two years of high school Italian.

**Description:**

Offers systematic study of the language with particular attention to grammar review, vocabulary growth, conversation and reading comprehension. Language Lab work is required.

### **IT 202 - Intermediate Italian II**

**Credits:** 3

**Prerequisites:**

IT201 or equivalent

**Description:**

Continues IT 201.

### **IT 202 - Interm Italian II**

**Prerequisites:**

IT111, IT201

**Description:**

Continues IT 201.

### **IT 305 - Conversation and Culture I**

**Credits:** 3

**Prerequisites:**

IT202

**Description:**

Develops conversational and written skills through the use of current literary and cultural texts.

### **IT 306 - Conversation and Culture II**

**Credits:** 3

**Prerequisites:**

IT202 or equivalen

**Description:**

Continues the development of conversational and written skills through the use of current cultural and literary texts.

### **IT 341 - Seminar in Italy**

**Credits:** 3

**Description:**

A Winter, Spring Break or Summer Session short study abroad course focusing on the history, art, customs and language of areas visited. Pre-trip seminars and post-trip research paper required. Destinations have included Sicily and Northern Italy. The course number IT 341 is followed by a different letter to distinguish one travel seminar from another.

**LA 101 - Foundations of Learning****Credits:** 3**Description:**

This course will provide an examination of learning theory and its application to actual academic experiences. Instruction will focus on an integrated approach to active learning strategies and critical thinking abilities including techniques, problem solving, goal setting, information literacy, and oral and written communication. It will be taught in close collaboration with the instructors of College Writing and Roots of the West or Italian Culture or General Psychology.

**LA 102 - Foundations of Learning II****Credits:** 3**Description:**

This course is a continuation of Foundations of Learning I and will provide a metacognitive approach to learning theories and critical thinking skills. Students will explore ways to use reading and writing as a means to learn, with direct application to actual collegiate experiences. It will be taught in close collaboration with the instructors of Literary Types and Themes and Roots of the West or Italian Culture or General Psychology with application of strategies to both.

**LA 301 - Introduction to Language****LA 487 - Field Internship (Outcomes Assessment)****MA - Mathematics Requirement****Credits:** 3**MA 090 - Basic Mathematics with Algebra****Description:**

Refreshes basic algebraic skills. Required of all freshmen and new students whose test scores indicate weakness in the skills of elementary algebra. Does not satisfy the core requirement. 3 non-degree credits. \*Students may not withdraw from this course. A minimum grade of C required.

**MA 105 - Mathematics For Liberal Arts****Credits:** 3**Prerequisites:**

MA 090 or placement test

**Description:**

This course is designed for liberal arts, social science, humanities and communications majors. Introductory topics include: cryptology; numeration systems; history of mathematics; basic statistics; and sets. This course is not open to students majoring in elementary education, mathematics, business, biology, chemistry, computer information systems, medical technology and nursing.

**MA 106 - Mathematics For Social Sciences****Credits:** 3**Prerequisites:**

MA 090 or placement test

**Description:**

This course places special emphasis on applications to business, social sciences and related fields. Introductory topics are selected from some of the following: algebra; functions; graphing; interpretation of charts and graphs; data analysis; statistics; simple and compound interest; and consumer mathematics. This course is open to all students.

**MA 112 - Concepts of Mathematics**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

Treats topics used in various disciplines. Topics are chosen from among the algebra of functions, logic, statistics, probability, consumer mathematics, and special topics. Not open to students majoring in mathematics, biology, and medical technology.

### **MA 113 - College Algebra**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

This course is designed to be an intensive college algebra course to prepare some students who are majoring in STEM subject areas for the transition from MA 090 Basic Algebra or high school math, to higher level mathematics courses. It will cover algebraic concepts, graphing techniques and calculator use.

### **MA 116 - Explorations Of Mathematics**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

Introduces problem solving skills in mathematics. Topics also include number systems and operations, estimations, geometry, measurements, symmetries, and tessellations. Graphing calculators and other technologies will be introduced in the application of the topics. Oral and written communication will be emphasized. Not open to students majoring in mathematics, biology, and medical technology.

### **MA 117 - Mathematical Perspectives**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

Topics include algebra, functions, graphing, probability, data analysis, statistics, and proportional reasoning. Graphing calculators and other technologies will be introduced in the application of the topics. Oral and written communication will be emphasized. Not open to students majoring in mathematics, biology, and medical technology.

### **MA 118 - Analytical Mathematics For The**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

This course studies the real number system, algebraic expressions, percents, fractions, decimals, ratios, proportions, scientific notation, exponents, and radicals. It also covers metric system and metric conversions. Polynomial, exponential, logarithmic functions and their applications in the nursing field are studied. The course emphasizes the use of both algebraic and non-algebraic techniques in the solution of problems. The course is designed to give students an appreciation for mathematics and its applications in nursing.

### **MA 120 - Applied Mathematics for Business and the Social Sciences**

**Credits:** 3

**Prerequisites:**

Placement test

**Description:**

Applies the concepts of functions and graphing to real world problems in business and the social sciences. Examines methods of solving systems of equations and inequalities, matrices, and linear programming.

## **MA 125 - Mathematics without Numbers**

**Credits:** 3

**Prerequisites:**

none

**Description:**

This course examines the nature of mathematics and provides an understanding of the role of mathematics in people's everyday lives and its extension into the global community. In addition to the study of mathematicians, the history of mathematics and numeration systems, students will explore mathematics as it relates to situations from any of the following areas such as architecture and construction, art, cryptography, fractals, music, nature, and sets. This course is open to all students and fulfills the Global Awareness and Cultural Understanding cluster in the enriched core.

## **MA 130 - Foundations of Analysis I**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

Studies the real number system, algebraic expressions, exponents, radicals, solutions of equations and inequalities, rational and polynomial functions; emphasizes the use of algebraic techniques in the solution of problems from a variety of disciplines.

## **MA 131 - Foundations Of Analysis II**

**Credits:** 3

**Prerequisites:**

MA 130

**Description:**

Concentrates on the exponential logarithmic trigonometric and inverse trigonometric functions, their graphs, properties and relations; also included are polar coordinates and the conic sections. Recommended as preparation in trigonometry for the study of calculus.

## **MA 140 - Discrete Mathematical Structures**

**Credits:** 3

**Prerequisites:**

MA 090 or placement test

**Description:**

This course studies sets, graphs, Euler paths, trees, PERT diagrams, Venn diagrams, Dijkstra's algorithm, Prim's algorithm, binomial theorem, combinatorial problems, recurrence relations and methods of iteration. Practical business and science applications are examined and solved by using these structures.

## **MA 2017 - Applications of Statistics I**

**Credits:** 3

**Prerequisites:**

Core requirement in mathematics.

**Description:**

Introduces the fundamentals of statistics as employed in a variety of disciplines. Includes sampling, descriptive statistics, probability, discrete and continuous probability distributions, hypothesis testing, correlation and regression.

## **MA 207 - Applications of Statistics I**

**Credits:** 3

**Prerequisites:**

MA120, MA131, MA130, MA112, MA222, MA140, MA220, MA116, MA106, Core requirement in mathematics.

**Description:**

Introduces the fundamentals of statistics as employed in a variety of disciplines. Includes sampling, descriptive statistics, probability, discrete and continuous probability distributions, hypothesis testing, correlation and regression.

## **MA 208 - Applications of Statistics II**

**Credits:** 3

**Prerequisites:**

MA207, MA322

**Description:**

Extends the study of statistical procedures to include regression analysis, estimates and sample sizes, tests comparing two parameters, ANOVA, and non-parametric methods.

## **MA 214 - Linear Algebra**

**Credits:** 3

**Prerequisites:**

MA131

**Description:**

Studies the properties and techniques of matrices, determinants, vector spaces, bases, linear dependence, linear transformation and orthogonality.

## **MA 216 - Linear Algebra II**

**Credits:** 3

**Prerequisites:**

MA221, MA214

**Description:**

Extends the study of Linear Algebra. Topics include eigenvalues and eigenvectors, LU-factorization, the application of systems of linear equations, matrix operations, determinants, vector spaces, inner product spaces, and linear transformations.

## **MA 218 - History Of Mathematics**

**Credits:** 3

**Prerequisites:**

MA112, MA118, MA220 Calculus I

**Description:**

This course explores a variety of themes in mathematics, such as, calculation, number bases, geometry, algebra, infinity and analytic geometry. Studies will include historical development and contributions for various civilizations ranging from Babylonia and Egypt and the Middle East and onto modern Europe. In addition, to gaining a deeper understanding of mathematics, students will obtain an appreciation of the role mathematics has played for centuries in a variety of cultures.

## **MA 220 - Calculus I**

**Credits:** 4

**Prerequisites:**

MA131 or placement test

**Description:**

Develops the basic theorems of calculus; develops the concepts of limit and continuity; studies techniques for finding the limit and the derivative of algebraic and trigonometric functions; applies the techniques of calculus to curve sketching, the study of motion and other fields of application; introduction to integral calculus.

## **MA 221 - Calculus II**

**Credits:** 4

**Prerequisites:**

MA220 or placement test

**Description:**

Continues the development of the basic theorems of calculus; applications of the integral; differentiation and integration of exponential, logarithmic, trigonometric and inverse trigonometric functions; and some techniques of integration.

## **MA 307 - Modern Geometry**

**Credits:** 3

**Prerequisites:**

MA309 or Departmental approval.

**Description:**

Considers the axiomatic approach to geometry; compares the various analyses of Euclid's Fifth Postulate and resulting non-Euclidean geometries; studies several finite geometries.

## **MA 309 - Foundations of Mathematics**

**Credits:** 3

**Prerequisites:**

MA221, MA220

**Description:**

Introduction to concepts and tools used in abstract mathematics. Emphasis on writing of proofs. Elementary logic and set theory, formal axiom systems, transfinite numbers, the real number system, and the foundations of mathematics.

## **MA 311 - Probability & Statistics I**

**Credits:** 3

**Prerequisites:**

MA221

**Description:**

An introduction to the theory of probability and statistics utilizing methods from calculus. Topics include the axioms and rules of probability, Bayes' Theorem, discrete and continuous random variables, univariate probability distributions, expectation, variance, and generating functions.

## **MA 312 - Probability & Statistics II**

**Credits:** 3

**Prerequisites:**

MA311

**Description:**

Extends the study of the theory of probability and statistics. Topics include multivariate probability distributions, Central Limit Theorem, covariance, correlation, point estimation, and hypothesis testing.

## **MA 313 - Mathematical Applications through Digital Technology**

**Credits:** 3

**Prerequisites:**

MA221

**Description:**

Introduces underlying concepts and applications to multimedia. Topics include: presentation software, audio and video technology, on-line communications and ethical issues related to video imagery in marketing and persuasion techniques. Additional technologies include: experiences in using scanners, digital cameras, camcorders, and press programs to CD/DVD.

## **MA 324 - Calculus III**

**Credits:** 4

**Prerequisites:**

MA221

**Description:**

Extends the study of the techniques of integration; studies series, parametric equations, conic sections and vectors in a plane; includes applications.

## **MA 325 - Calculus IV**

**Credits:** 3

**Prerequisites:**

MA214, MA324

**Description:**

Completes the study of series and vectors and extends the concepts and techniques of the calculus of one variable to several variables.

### **MA 331 - Number Theory**

**Credits:** 3

**Prerequisites:**

MA221, MA220

**Description:**

Introduces the theory of numbers, including prime numbers, perfect numbers, the divisibility properties of the integers, congruences and Euler function.

### **MA 340 - Differential Equations**

**Credits:** 3

**Prerequisites:**

MA221

**Description:**

Presents methods for solving first- and second-order ordinary differential equations; systems of ordinary differential equations; applications are included.

### **MA 409 - Numerical Analy.I**

**Credits:** 3

**Prerequisites:**

MA221, MA220

**Description:**

Presents the fundamentals of numerical computation to solve problems requiring computerized numerical analysis. Topics include numerical methods for solving single variable equations and linear and non-linear systems of equations, interpolation and approximation.

### **MA 411 - Introduction to Real Analysis**

**Credits:** 3

**Prerequisites:**

MA308, MA324

**Description:**

A rigorous treatment of the basic concepts of real analysis, including limits, continuity, the derivative and the Riemann integral. Also considered will be the elementary topology of the real line and plane, sequences, series, and uniform convergence.

### **MA 413 - Integrating Technology into Mathematics**

**Credits:** 3

**Prerequisites:**

MA221

**Description:**

This course provides a comprehensive hands-on introduction to the fundamental concepts of multimedia development. Topics include hypermedia development, development of an interactive learning tools, exploration of research issues related to hypermedia technology on the learning process, integration and synchronization of multimedia, including text, graphics, animation, digital video, and sound.

### **MA 420 - Abstract Algebra**

**Credits:** 3

**Prerequisites:**

MA309

**Description:**

Explores algebraic structures?groups, rings, fields and integral domains; also, Peano?s postulates and elementary number theory.

### **MA 450 - Coordinating Seminar**

**Credits:** 1

**Description:**

This course will review the mathematics concepts that students learned in their major required courses, show the interconnectivity between the various mathematics disciplines, and introduce new topics that are not covered in the major courses. Also, students will be guided in their research questions for their outcomes assessment. Limited to second semester juniors and seniors. Pass/Fail.

### **MA 489 - Field Internship**

**Credits:** 3

**Description:**

Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

### **MA 499 - Independent Study**

**Credits:** 3

**Description:**

Offers opportunity for in-depth study of a topic of particular interest to a student; arranged by student with agreement of faculty advisor and consent of the department chair. Limited to junior and senior majors in mathematics.

### **MAT100 - College Algebra**

**Prerequisites:** MA113

### **ML - Modern Languages Requirement**

**Credits:** 3

### **MU 100 - Applied Music for Non-majors**

**Credits:** 1

**Description:**

Provides individual instruction for the beginning student on an instrument, voice, or composition. May be taken up to four times. Lesson fee required.

### **MU 100E - Voice Class for Non-majors**

**Credits:** 1

**Description:**

This class offers basic instruction in posture, breathing, resonance and support for classical singing. Presents basic principles for overcoming performance anxiety and proper performance etiquette. Lesson fee required.

### **MU 100F - Piano Class for Non-majors**

**Credits:** 1

**Description:**

Class instruction for the beginning piano student. The student learns to read treble and bass clef notation, and basic piano repertoire. Lesson fee required.

### **MU 100K - Guitar Class for Non-majors**

**Credits:** 1

**Description:**

Class instruction for the beginning guitar student. The student learns to read treble clef, tablature and learns basic guitar repertoire. Lesson fee required.

## **MU 101 - Applied Music**

**Credits:** 1

**Description:**

Provides individual instruction on an instrument, voice, or composition. Lesson fee required.

## **MU 101E - Voice Class for Majors**

**Credits:** 1

**Description:**

This class offers basic instruction in posture, breathing, resonance and support for classical singing. Presents basic principles for overcoming performance anxiety and proper performance etiquette. Lesson fee required.

## **MU 101F - Piano Class for Majors**

**Credits:** 1

**Description:**

Class instruction for the beginning piano student. Students learn to read treble and bass clef notation, and basic piano repertoire. An introduction to keyboard harmony including major and minor pentascales and triads prepare students for further study. Lesson fee required.

## **MU 101K - Guitar Class for Majors**

**Credits:** 1

**Description:**

Class instruction for beginning guitar students. The student learns to read treble clef, chords, tablature and learns basic guitar repertoire. Lesson fee required.

## **MU 103 - Theory I**

**Credits:** 3

**Prerequisites:**

MU 117 or Basic Skills Test.

**Co-requisites:**

MU118, MU126

**Description:**

Study of tonal harmony beginning with fundamental review and covering part-writing using triads, figured bass and harmonic progressions, and analysis of cadences, formal structures and non-chord tones.

## **MU 104 - Theory II**

**Credits:** 3

**Prerequisites:**

MU 103.

**Co-requisites:**

MU119, MU127

**Description:**

Continues course of study in tonal harmony with non-chord tones, diatonic seventh chords, partwriting and analysis.

## **MU 117 - Music Fundamentals**

**Credits:** 3

**Description:**

Designed to serve as an introduction to the elements of music, this course is available to both non-majors, and majors. Students will be introduced to music notation, vocabulary and musical technology. Students will learn to listen to, and write critically about music. The

course counts toward the Fine Arts Foundational Core requirement, and as a prerequisite to MU 360 Intro to Music Recording, Producing and Engineering.

### **MU 118 - Sight-Singing and Ear Training I**

**Credits:** 1

**Prerequisites:**

MU 117 or placement test.

**Co-requisites:**

MU103, MU126

**Description:**

Develops aural recognition, sight-performance, and dictation skills within the context of all major modalities and simple meters.

### **MU 119 - Sight-Singing and Ear Training II**

**Credits:** 1

**Prerequisites:**

MU 118.

**Co-requisites:**

MU104, MU127

**Description:**

Extends aural recognition, sight-performance, and dictation skills within the context of minor modalities and compound meters. Also places emphasis on the development of relative pitch through use of a tuning fork.

### **MU 122 - Language of Music**

**Credits:** 3

**Description:**

This course serves as an introduction to great music of the Western European and American traditions. Musical terms are introduced and musical styles are explored through a social and historical context.

### **MU 123 - Introduction to Music Education**

**Credits:** 1

**Description:**

Examines and compares elements of musical teaching and learning as well as provides overviews of classroom, instrumental and choral music programs. This introductory course is offered early in the college experience in order to provide some perspective into the learning and working experiences of future music educators.

### **MU 125 - University Chorale**

**Credits:** 1

**Description:**

Provides rehearsal and performance of varied vocal literature. Performance in at least two concerts and many university celebrations. Placement audition required.

### **MU 126 - Keyboard Harmony I**

**Credits:** 1

**Prerequisites:**

MU 117 or Keyboard test

**Co-requisites:**

MU103, MU118

**Description:**

Practical application at the keyboard, of concepts studied in Theory I; Includes scales, arpeggios, intervals and melodies with chordal accompaniment.

**MU 127 - Keyboard Harmony II****Credits:** 1**Prerequisites:**

MU126

**Co-requisites:**

MU104, MU119

**Description:**

Practical application at the keyboard, of concepts studied in Theory II; Includes chord progressions, melodies with accompaniment figures and 3 part chorales.

**MU 130 - Opera/Musical Theatre Workshop****Credits:** 1**Description:**

Preparation and performance of songs, arias, scenes and acts from musical theater, operetta and opera. Students will assist in all aspects of production, such as musical preparation, costuming, staging, program design. Open by audition to singers and pianists. Applied lessons for voice may be required.

**MU 135 - Wind Ensemble****Credits:** 1**Description:**

Study of wind ensemble literature and performance in major concerts. Placement audition required.

**MU 136 - Orchestra****Credits:** 1**Prerequisites:**

Instructor approval.

**Description:**

This course provides the string student an opportunity to rehearse and perform with an orchestra. The rehearsals and performances take place off campus.

**MU 137 - Marching Band****Credits:** 1**Description:**

In this performance class students will learn marching band music and perform at football games, pep rallies, homecoming, open houses, accepted students days, and basketball games. Students will rehearse and perform marching band music, marching fieldwork and parade marching. In addition, music education students will have the opportunity to develop drill design skills with the use of the Pyware software.

**MU 140 - Jazz Ensemble****Credits:** 1**Description:**

Performance of jazz literature and study of improvisation. Placement audition required.

**MU 141 - Chamber Ensembles****Credits:** 1**Co-requisites:**

Applied Music Lessons or permission of Department Chair.

**Description:**

Small performing groups meet weekly and perform on at least one department concert each semester. Current offerings include flute, clarinet, string, percussion and brass ensembles. Audition Required.

**MU 203 - Theory III****Credits:** 3**Prerequisites:**

MU104

**Co-requisites:**

MU218, MU226

**Description:**

Continues course of study in tonal harmony including Neapolitan and Augmented chords, more modulation and composition.

**MU 208 - Instrumental Techniques: Strings****Credits:** 1**Description:**

Develops basic playing skills and pedagogical techniques for teaching violin, viola, cello and double bass at the elementary and secondary school levels. Fee Required.

**MU 212 - 2 Into the Woods: A Journey through America's Musical Theatre****Credits:** 3**Description:**

This general survey course will introduce the student to American Musical Theatre from the late 19th century into the 21st century. Historical events and cultural trends will be considered in the study of the ever-changing musical and theatrical styles. An introduction to the music elements, melody, rhythm, texture and form, will provide the student with a basic knowledge and vocabulary necessary to consider the material critically.

**MU 218 - Sight Singing and Ear Train III****Credits:** 1**Prerequisites:**

MU119

**Co-requisites:**

MU203, MU226

**Description:**

Extends aural recognition to cadential patterns; sight-performance and dictation skills to include modulating and modal melodies; and including irregular meters and complex rhythmic patterns.

**MU 220 - Jazz: An American Story****Credits:** 3**Description:**

Students explore diverse styles of jazz, from early jazz to current styles. The course starts with musical basics, then examines the evolution of jazz from earlier musical traditions, including ragtime and blues. Students get acquainted with the musicians who created and changed jazz through its history. The course emphasizes listening to jazz, understanding how it evolved, and how it works.

**MU 221 - Roots: The Origins of Rock, R&B and Hip-Hop****Credits:** 3**Prerequisites:****Description:**

In the early 1940's jazz reached a crossroads after having been America's popular dance music for decades. Some jazz musicians followed a more esoteric path which led to modern jazz while others continued to embrace dance music. Their streamlined bands, including the

"new" electric guitar, evolved into rock and roll and much of the popular music of the last 60 years. This course surveys early jazz and swing, jump swing, rock and roll, R&B, funk and hip-hop. Enriched Core: Global Awareness and Cultural Understanding.

### **MU 225 - World Music: The Global Beat**

**Credits:** 3

**Co-requisites:**

**Description:**

Introduction to music as a world phenomenon, tracing many different cultures and societies through their musical traditions. Will include the study of selected art, folk, and popular music from world cultures through live performances, recordings, video and readings. Enriched Core: Global Awareness and Cultural Understanding.

### **MU 226 - Keyboard Harmony III**

**Credits:** 1

**Prerequisites:**

MU127

**Co-requisites:**

MU 203 and MU 218.

**Description:**

Continued application of theoretical principles of music. Study focuses on song accompaniments, 4-part chorales, and 2-part open scores.

### **MU 231 - Introduction to Music Therapy**

**Credits:** 3

**Description:**

This course will introduce the student to the music therapy profession. It will cover basic literature in music therapy, basic assumptions and practices and orient the student to clinical applications of music as therapy. An emphasis will be placed on experiential learning, research and writing.

### **MU 240 - American Music**

**Credits:** 3

**Description:**

A survey of the music of the North American colonies and the United States from the 17th century to the present. The course will seek to establish the continuity of American music with the Western European tradition while exploring the diversity of influences from other world cultures. The continuing interactions of classical, folk, and popular music, which give American music its uniqueness, will be fully explored.

### **MU 241 - Improvisation: Theory In Practice**

**Credits:** 1

**Prerequisites:**

MU104, MU119, MU127

**Description:**

This course is an elective offering for music majors and other qualified students to improve their musicianship skills. Students will learn to match chords with appropriate scales in all keys. They will play melodic fragments (patterns) in different keys and at different pitch levels, spaced at various intervals. Continued ear training will be an important aspect of this course. As time permits, the course will include a study of jazz stylistic interpretation, study of common song forms, analysis of jazz tunes as well as solos that have been recorded and transcribed.

### **MU 245 - Music Fundamentals for the Elem Teacher**

**Credits:** 3

**Prerequisites:**

ED 206

**Description:**

This course is designed to help provide non-music education majors with specific information and practical experiences concerning the teaching of general-vocal music at the elementary school level (Grades K through 6). A sequential approach to explaining and developing the fundamentals of music will be employed, as well as demonstrations of creative and exciting ways to present them to children. This course will also serve as the core offering for elementary education majors and will support the global and fine arts learning objectives (GLO 1, 2, 3; FA 1, 2) already set in place for the music core courses. Required for non-music Elementary Education majors.

## **MU 250 - Women in Music**

**Credits:** 3

**Prerequisites:**

**Description:**

Explores the concept of perspective and the changing roles of women in music, both historically and in contemporary society. Students will learn to describe a variety of music using appropriate musical terms and become aware of current "women in music" through interviews and concert attendance.

Enriched Core: Global Awareness and Cultural Understanding.

## **MU 255 - World Music: The Global Beat**

**Credits:** 3

**Prerequisites:**

Global Awareness and Cultural Understanding.

**Description:**

Introduction to music as a world phenomenon, tracing many different cultures and societies through their musical traditions. Will include the study of selected art, folk, and popular music from world cultures through live performances, recordings, video and readings.

## **MU 260 - Music Industry**

**Credits:** 3

**Description:**

Students will learn about music marketing, artist development, publicity, publishing, record producing and media partnerships. The course will provide historical insight into how music is monetized.

## **MU 304 - Music and Contemplation**

**Credits:** 3

**Description:**

Students will be introduced to music and its relationship to contemplation. Through reading and guided listening, students will encounter notions of contemplation as expressed in the Catholic and Dominican tradition. The relationship between music and contemplation, principally in its Western manifestations, will be explored. Enriched Core: Catholic and Dominican Tradition.

## **MU 308 - Instrumental Techniques: Woodwinds**

**Credits:** 1

**Description:**

Develops basic playing skills and pedagogical techniques for teaching flute and clarinet or saxophone at the elementary and secondary school levels. Fee Required.

## **MU 310 - Conducting**

**Credits:** 1

**Prerequisites:**

MU104

**Description:**

Emphasizes skills necessary to rehearse and conduct choral and instrumental ensembles. Required participation in an ensemble and actual performances are part of the experience.

## **MU 318 - History & Literature Of Music I**

**Credits:** 3

**Prerequisites:**

MU104 or permission of instructor.

**Description:**

Surveys the music, musicians and musical life in Europe from antiquity to 1750.

**MU 319 - History & Literature Of Music II**

**Credits:** 3

**Prerequisites:**

MU318 or permission of instructor

**Description:**

Continues survey of music, musicians and musical life in Europe, and the Americas from the late eighteenth century to the present.

**MU 323 - Arranging**

**Credits:** 2

**Prerequisites:**

MU203

**Description:**

Develops proficiency in arranging music for small instrumental ensembles, both with and without solo voice. Specific emphasis is placed on developing the skills necessary to arrange music published for specific instrumentation or voices for the available performers in the class.

**MU 325 - Music and Ethics**

**Credits:** 3

**Description:**

This course presents a survey of current topics in music and ethics including study of the following issues: therapy, environmentalism, ethnomusicology, sound recording, music competitions, digital sampling, instrument restoration, composition, criticism, improvisation, pedagogy, musicology, sound archives, and performance. Students will read scholarly articles and participate in classroom discussions and writing assignments, and write two papers one of which will be based on independent research on a topic of their choosing and a related in-class research presentation. Enriched Core: Ethical Inquiry.

**MU 326 - Adv Piano Skills**

**Credits:** 2

**Prerequisites:**

MU226 or instructor approval.

**Description:**

Advanced keyboard techniques including transposition, open score (choral and orchestral), and various accompaniment styles. Genres to include American folk and pop song, European art song, opera, musical theater and instrumental repertoire. Students interested in music therapy will work specifically on advancing their "functional music skills" as set out in the American Music Therapy guide.

**MU 350 - Introduction to Computers In Music**

**Credits:** 3

**Prerequisites:**

MU103 or permission of the instructor.

**Description:**

Introduction to general principles for using computers and electronic instruments in music, to the nature of sound and recording. Intensive instruction in music notation; introduction to computer based audio editing and recording

**MU 360 - Intro To Music Recording, Producing and Engineering**

**Credits:** 3

**Prerequisites:**

MU117 or MU350

**Description:**

This is a hands-on course in the basic techniques of recording and editing music. Students will learn to use professional music software and recording equipment to create and edit MIDI (computer generated) music tracks, and to record and edit each other's playing and/or singing in the studio.

### **MU 402 - Applied Music**

**Credits:** 1

**Description:**

Provides individual instruction on an instrument, voice, or composition. Lesson fee required.

### **MU 408 - Instrumental Techniques: Brass**

**Credits:** 1

**Description:**

Develops basic playing skills and pedagogical techniques for teaching trumpet, trombone, French horn, euphonium and tuba at the elementary and secondary school levels. Fee Required.

### **MU 421 - Instrumental Techniques: Percussion**

**Credits:** 1

**Description:**

Develops fundamental concepts of percussion equipment as applicable in K-12 school music programs. Course topics will include organization of the school percussion program, teaching rhythm, equipment selection and maintenance, fundamental instrumental techniques, and pedagogical techniques and methods for private and group instruction. Instruments to be studied will include concert snare drum, keyboard percussion, orchestral accessories, Latin percussion, timpani, and drum set. Fee Required.

### **MU 425 - Style, Form and Analysis**

**Credits:** 3

**Prerequisites:**

MU203

**Description:**

Analysis of musical structure and form from motives and phrases to compound structures such as Sonata Allegro or Theme and Variations form. Includes comparison of styles of major composers and composition projects.

### **MU 431 - Techniques Music For Children**

**Credits:** 3

**Prerequisites:**

MU126

**Description:**

Explores various philosophies of elementary music education, including Orff, Kodaly, and Dalcroze. Investigates current texts and techniques for teaching elementary school music.

### **MU 434 - Choral Rehearsal Techniques**

**Credits:** 2

**Prerequisites:**

MU123, MU310

**Description:**

Continues instruction in conducting with discussion, exploration and development of skills for recruitment, auditioning, programming, rehearsal and performance preparation of Jr. and Sr. High choral groups.

### **MU 438 - Instrumental Rehearsal Techniques**

**Credits:** 2

**Prerequisites:**

MU123, MU310

**Description:**

Continues instruction in conducting with discussion, exploration and development of skills for recruitment, auditioning, programming, rehearsal and performance preparation of Jr. and Sr. High instrumental groups.

### **MU 487 - Field Internship I**

**Credits:** 2

**Description:**

A pre-professional, introductory experience in a career field. Internship responsibilities are entrylevel in nature. The intern and internship faculty advisor develop related learning objectives. Requires departmental approval.

### **MU 489 - Field Internship II**

**Credits:** 2

**Description:**

A second, pre-professional experience in a career field. Learning objectives and academic assignments should incorporate knowledge gained in MU 487 Field Internship I and demonstrate new, substantive learning goals. Requires departmental approval.

### **MU 490 - Field Internship III**

**Credits:** 2

**Description:**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and academic assignments must incorporate knowledge gained in Field Internships I & II and demonstrate new, substantive learning goals. Requires departmental approval.

### **MU 495 - Independent Study – Senior Recital**

**Credits:** 1

**Description:**

Music majors are expected to synthesize their musical study with a final project developed with the assistance of a faculty advisor. The recital repertoire will be planned by the applied instructor, coach/accompanist and student. By permission of faculty advisor.

### **MU 496 - Independent Study – Senior Lecture Recital**

**Credits:** 1

**Description:**

Music majors are expected to synthesize their musical study with a final project developed with the assistance of a faculty advisor. This provides the opportunity to explore areas of musical interest outside of regular course offerings. By permission of faculty advisor.

### **NA - Natural Sciences Requirement**

**Credits:** 3

### **NS 107 - Global Environmental Science**

**Credits:** 3

**Description:**

Examines the environmental consequences of human activities on the Earth. Topics include population and demographic pressures, food imbalances, energy, pollution, resources, environmental health, and the economic and the political entanglements.

### **NS 311 - Research As A Tool**

**Credits:** 1

**Prerequisites:**

BI207, CH203

**Description:**

Introduces students to the techniques of research and familiarizes them with the literature sources within the field; incorporates supervised and independent work. natural science major and permission of instructor. 1 hr. formal meeting; other meetings as required

### **NS 341 - Science Senior Seminar**

**Credits:** 1

**Prerequisites:**

Senior status, biology or chemistry major. Students must have passed (minimum grade of C) all 200-level science courses in their major before registering for this course.

**Description:**

Affords the students an opportunity to research the literature within their fields of interest and present their findings to the Sciences faculty and students. May be used to research and compose the Senior Capstone Paper.

## **NS 411 - Research/Laboratory**

**Credits:** 1

**Prerequisites:**

NS311 and permission of instructor

**Description:**

Introduces natural science majors to the techniques of project and experimental design. Students conduct independent research and analysis. 1 hr. meeting with lab time as required.

## **NS 412 - Research/Composition**

**Credits:** 2

**Prerequisites:**

NS411 and permission of instructor.

**Description:**

Continues NS 411. Students publish their results in the form of a paper and orally present them to the Natural Sciences faculty. May be used to satisfy the senior project requirement. Meeting and lab time flexible.

## **NU 202 - End of Life Matters (Enriched Core)**

**Credits:** 2

**Description:**

This course addresses ethical considerations related to caring for people and their families at end-of-life. Through understanding and application of philosophical, literary, religious/spiritual, biophysical, psychosocial and cultural knowledge related to end-of-life issues, students will be able to better comprehend the complexities that accompany the dying process and to integrate and apply ethics-based principles and activities in relating to and caring for people and their families at end-of-life in today's socio-cultural environment. Students will begin to develop and clarify their specific roles in providing sensitive, meaningful and ethical interactions with and care for the dying and their families as they experience and apply the course content within the context of their own personal and professional mission and values. Students will have the opportunity to develop deeper introspection, ethical awareness, openness and respect for human differences and the value of human life as they reflect on end-of-life matters.

## **NU 210 - Ethical Issues In Healthcare (Enriched Core)**

**Credits:** 2

**Description:**

This course analyzes legal and ethical aspects of the healthcare industry, including the historical progression of ethical standards, the changing legal requirements, and the impact of medical insurance on healthcare delivery. This course explores the fundamental legal standards as enhanced by state and industry ethical standards and codes of ethics, as applied in all areas of healthcare, from the direct care of clients to the management of healthcare and financial reimbursement for healthcare. This course is designed for all students, those pursuing health-related majors and those who are interested in the ethical challenges encountered in healthcare delivery. The course requires ethical inquiry and analysis to achieve effective decisionmaking in healthcare.

## **NU 219 - The Professional Nurse: An Introduction to Practice**

**Credits:** 2

**Description:**

This course provides students with an introduction to the identity, values, philosophy, standards, and challenges that define and underlie current and future professional nursing practice. Students will have the opportunity to discuss attributes, standards and criteria for professionalism in nursing as well as identify and learn about the basic elements that create a strong foundation required for successful nursing practice. These include history and current/future trends in professional nursing, current professional nursing roles, methods and philosophical basis for knowledge and skills acquisition, the role of critical thinking and application of evidence-based principles to nursing

intervention, beginning development of strong professional communication skills, information literacy and the ability to access and cite appropriate resources to guide the development and delivery of professional nursing care.

### **NU 301 - Fundamentals Of Nursing**

**Credits:** 6

**Description:**

This course is designed to introduce students to the fundamental concepts of nursing across the lifespan, the philosophy of nursing and the role of the registered professional nurse. The nursing process is utilized to identify and provide the building blocks of nursing care in a variety of healthcare settings. Emphasis is placed on developing skills needed to assess, implement and monitor selected nursing interventions and technologies. Concepts presented include beginning professionalism, therapeutic communication, documentation, life-span considerations, basic introduction to skills for supporting patient care, physical assessment, infection control, patient education, safety and nursing interventions. Guided clinical and simulation experiences will be provided to facilitate students' acquiring the knowledge, attitudes and skills relevant to patient-centered care, teamwork and collaboration, safety and informatics.

### **NU 303 - Health & Cultural Assessment Across the Lifespan**

**Credits:** 5

**Description:**

This course focuses on concepts and principles of holistic health assessment of diverse individuals across the lifespan, with particular consideration of vulnerable populations facing health care disparities. The role of the nurse in the organized and systematic approach to comprehensive health assessment is emphasized. Students will utilize interviewing techniques to obtain and record a comprehensive health history, apply the clinical skills of inspection, palpation, percussion and auscultation to perform a complete physical assessment, and practice therapeutic communication skills to assess psychosocial health. An appreciation of the impact of culture and patient belief systems on healthcare practices is developed. Through didactic and laboratory practice experiences, students have the opportunity to develop competence in identifying, describing, and recording findings with sensitivity to developmental issues, characteristics and customs of diverse populations.

### **NU 305 - Pathophysiology**

**Credits:** 4

**Prerequisites:**

NURN, NU219

**Description:**

This course focuses on concepts of pathophysiological alterations and their association to major regulatory mechanisms of the body, as they relate to the care of diverse populations in a holistic and caring framework. Expanding on pre-requisite Chemistry, Microbiology, Anatomy and Physiology, this course addresses disease etiology, clinical presentations and manifestations of disease. Human responses to altered body functions in diverse populations throughout the lifespan are emphasized.

### **NU 306 - Adult Health Nursing I**

**Credits:** 8

**Description:**

This course is focused on the role of the professional nurse in providing patient-centered, safe and effective care, promotion and maintenance of health, including psychosocial and physiological integrity, for adult and geriatric patients with common and chronic health problems. Emphasis is on integrating and applying content from fundamentals of nursing, pathophysiology and health assessment to promote health and safety, reduce health risk, and prevent disease. Students will apply evidence-based knowledge and clinical skills to develop, implement and evaluate plans of care that assist patients and their immediate caretakers to maintain optimal health while living with chronic health problems. Interdisciplinary coordination for end of life care, with attention to the physical, psychological, social and spiritual concerns of the patient and the patient's family is provided.

### **NU 308 - Nursing Research and Evidence-Based Practice**

**Credits:** 3

**Description:**

This course focuses on developing critical thinking and information technology skills necessary to access, analyze, evaluate and apply evidence-based scientific literature to nursing practice. Principles of research methodology and the relationship of nursing research to evidence-based practice and the nursing process are discussed. Students will formulate research questions based on clinical observation and practice the process of summarizing a body of research-based information related to these questions for application to evidence-based practice situations. Students will explore the role of the nurse related to the ethical conduct of human subjects research.

## **NU 310 - Pharmacology**

**Credits:** 3

**Description:**

This course introduces the student to the history, standards, and legal responsibilities that impact the use and administration of medications to clients. The effects of pharmacological therapy and their therapeutic applications throughout the lifespan are emphasized. Mathematical concepts and the role of the practitioner in safe medication administration and related client education are discussed. Pharmacodynamics, pharmacokinetics, therapeutic effects and adverse effects of all the major drug classes are explored.

## **NU 411 - Parent Child/Pediatric Nursing**

**Credits:** 8

**Description:**

This course focuses on patient/family centered care utilizing culturally sensitive approaches to address the health care needs of women, children and families from diverse populations. Emphasis is on the provision of evidence-based care encompassing health promotion and disease prevention, safety and risk reduction, during childhood, adolescence and the childbearing stages of life. Principles related to childbearing, parenting, growth and development and mother/ baby safety issues for clients and their families will be studied. The student will explore nursing care focusing on common health problems of women, infants, children and adolescents as well as end of life issues for the perinatal and pediatric client. Competency for safe drug dosage calculation for the perinatal and pediatric client will be measured.

## **NU 412 - Psychiatric-Mental Health Nursing**

**Credits:** 4

**Prerequisites:**

NU301, NU303, NU305, NU306, NU308, NU310

**Description:**

This course is focused on the integration and application of bio-psycho-social concepts to promote health and provide nursing care for people and populations experiencing vulnerabilities and alterations in mental health across the lifespan. Students will develop and practice health assessment and health promotion strategies, plans of care, therapeutic communication skills, nursing interventions, medication management, and rehabilitative processes in both inpatient and outpatient settings to provide knowledgeable, sensitive, holistic nursing care for individuals and groups with a variety of acute and chronic mental health conditions.

## **NU 415 - Leadership, Finance, and Health Care Policy in Nursing**

**Credits:** 3

**Prerequisites:**

NU308

**Description:**

This course explores organization and management, financing, and reimbursement of health care services within complex, rapidly-changing healthcare delivery systems. It includes a review of regulatory agency policies that impact nursing practice, scope and roles. Students will demonstrate basic knowledge of health care policy, finance and regulatory environments including local, state, national and global healthcare trends. Important legal, ethical, political and advocacy principles and their impact on health care, especially for vulnerable populations, are emphasized, with particular focus on equity, access, affordability, and social justice. Ethical decision making and conflict resolution skills are developed. Students will examine professional nurse obligations including requirement for nurses to engage in lifelong learning. Students will also develop clinical prioritization and delegation skills critical to effective health care delivery. [Formally: Management & Leadership until Fall'15]

## **NU 416 - Adult Health II**

**Credits:** 8

**Description:**

This course is focused on combining best evidence with planning and implementation of appropriate nursing interventions to plan and provide care for adults with acute health problems. Students will develop skills in critical thinking, problem-solving and clinical judgment to render evidenced-based care in a variety of acute-care patient situations. Students will assess, analyze, plan, implement, and evaluate the nursing care of adult patients in acute care under direct supervision. Safe, comprehensive nursing care for patients with a wide range of disorders will be addressed as well as the need for patient teaching, advocacy, inter-disciplinary communication, and continuity of care as the patient returns to the community. Cultural, spiritual, and ethical/legal issues related to serious illness and the end of life, including the nurse's role in organ donation and hospice care, will be presented. Particular acute care situations, such as disasters and emergencies, are addressed.

## **NU 418 - Transition to Professional Practice**

**Credits:** 3

**Description:**

The focus of this course is on the transitional issues of the graduate into professional practice. Topics related to legislative and economic issues of the health care delivery system are explored. Legal and ethical issues as they impact health care delivery are discussed and debated. Future trends in nursing and health care and the role of the nurse and professional organization in health promotion are discussed. Student will have the opportunity to analyze and integrate various clinical practice issues using case studies, peer-reviewed journal articles and guided discussion with peers. An action plan for NCLEX preparation will be developed and implemented.

## **NU 419 - Professional Nursing 2 for R.N.s**

**Credits:** 2

**Description:**

This course introduces the registered nurse student to the philosophy of nursing within the baccalaureate curriculum. The interrelationships between nursing theory, practice, education and research are discussed as foundations for understanding nursing theorists, the nursing process, and the impact of nursing research on practice. Current and emerging roles and responsibilities of the professional nurse are compared and contrasted with other nursing roles as well as with other health professionals.

## **NU 420 - Community and Public Health**

**Credits:** 5

**Prerequisites:**

NU310

**Description:**

This course focuses on the application of nursing science and public health concepts to develop strategies to address health problems in the community. The framework of primary, secondary, and tertiary levels of prevention is utilized in the provision of community and population focused care. Determinants of health and disease patterns will be analyzed in the United States and in the global context to improve health for all. Selected community resources will be utilized for guided clinical experiences to meet the needs of the client while providing community-based, public health and community healthcare.

## **PH - Philosophy Requirement**

**Credits:** 3

### **PH 102 - Introduction to Philosophy**

**Credits:** 3

**Description:**

Examines the major branches of philosophy; the questions in the discipline as raised and answered by various schools of thought.

### **PH 202 - Logic**

**Credits:** 3

**Prerequisites:**

PH102

**Description:**

Considers the rules of correct thinking in traditional logic. An examination of the Aristotelian syllogism. What is true? What is valid? Later contributions to logic including Venn diagram and Mills canons.

### **PH 205 - Thomistic Philosophy**

**Credits:** 3

**Description:**

Studies the natural theology and philosophical synthesis of St. Thomas Aquinas in the context of his ancient and medieval predecessors: Jewish, Muslim, and Christian; his philosophical psychology and ethics, treatise on law, and social and political theory. The influence of Thomas's thought on contemporary philosophy and current ethical issues, such as war and peace, medical ethics, and the nature of the human person will also be examined.

## **PH 210 - Philosophy of the Human Person**

**Credits:** 3

**Description:**

Investigates the question "What is the human person?" from an interdisciplinary viewpoint; the mind-body problem, the uniqueness of the human person and the question of freedom.

## **PH 212 - Contemporary Philosophy**

**Credits:** 3

**Prerequisites:**

PH102

**Description:**

Identifies key issues in philosophy today with respect to views of reality, theory of knowledge, and ethics as raised by late 19th and 20th century thinkers, for example, pragmatism, Marxism, relativism, evolutionary theory. It examines the philosophical roots of these issues and their relation to developments in the natural and social sciences, such as cognitive studies and technology, while it explores major arguments proposed for their solution. The course aims to help students discover, identify, and critique these philosophical issues as illustrated by, or embedded, in cultural attitudes and practice. Issues directly affecting human persons receive special attention.

## **PH 214 - American Philosophy**

**Credits:** 3

**Description:**

Evaluates the ethical and metaphysical trends in American Philosophy, including the writings from the Revolutionary period, Transcendentalism, and Pragmatism.

## **PH 216 - Business Ethics**

**Credits:** 3

**Description:**

Inquires into and evaluates major ethical problems faced by the business person. Includes conflicts between personal, professional, and larger social values and the difficulties of doing business in a culture where the values are different from the individual person.

## **PH 230 - Ethics**

**Credits:** 3

**Description:**

This course considers different questions about the nature of moral "right" and "wrong" such as what ethics are, the importance of moral character, the nature of justice and virtue, and how the good of the individual compares to the good of society. Different conceptions of the human person in relation to certain ethical theories such as virtue ethics, Natural Law, utilitarianism, and relativism may be discussed. The connection of these ethical theories to historical thinkers such as Aristotle, St. Thomas Aquinas, Hobbes, Kant, and Mill may also be addressed. Finally, the class may consider the application of these theories to contemporary moral issues such as abortion, euthanasia, war, environmental concerns, capital punishment, and others.

## **PH 240 - Metaphysics**

**Credits:** 3

**Prerequisites:**

PH102

**Description:**

Studies the nature of reality from a historical perspective through selected readings from classical thinkers of East and West, Medieval Jewish, Muslim, and Christian sources, and modern and contemporary critiques. Theoretical and practical implications of such systems on our view of nature, self, society, and the issue of evil receive special attention.

## **PH 275 - Ethics, Education and Society**

**Credits:** 3

**Prerequisites:**

PH 102; Cross-listed as ED 575

**Description:**

Enables educators to assist their students to live ethically in a complex world. This course emphasizes the classroom as a community of scholars who learn values while learning to value other people. The classroom is further understood as a place where right and wrong are defined by behavior. Case studies and research literature will assist educators to understand that ethical matters related to local and global issues require reflection, study, and community discourse.

**PH 303 - Theory Of Knowledge****Credits:** 3**Prerequisites:**

PH102

**Description:**

This course considers different philosophical accounts of how the mind, senses, the physical world, and perhaps even culture interact in the experience of "knowing." Questions such as "What is knowledge?" "How do we know that we know something?" and the difference between belief, knowledge, and opinion will be addressed. The class will consider this question both from the perspective of different epistemological theories (e.g. rationalism and empiricism), as well from the standpoint of different individual philosophers (e.g., Plato, Aristotle, St. Thomas Aquinas, Descartes, Kant, and others), as well as from one or more historical periods (e.g., ancient Greece, medieval Scholastic period, 17-18th century Enlightenment, 20th century, and so on).

**PH 310 - Eastern Philosophies****Credits:** 3**Description:**

Examines major Eastern philosophic systems and philosophies. Course includes varieties of Buddhism, Sankara and Hindu thought, Lao Tse and Taoism, Confucius and major Arabic philosophers, as well as the meaning of Eastern and Western thought in the 20th and 21st century.

**PH 315 - Philosophy of God****Credits:** 3**Description:**

Introduces the student to the major philosophical responses to God. Topics include the nature of religious experience, the use of reason in questions of God's existence, the problems of language about God, and the problems of God and evil.

**PH 318 - Philosophy of Law and Society****Credits:** 3**Description:**

Inquires into the classic positions on the philosophy of law and the specific relationship to morality. It also considers questions relating to the structure of society and justice.

**PH 320 - Philosophy of Psychology and Social Sciences****Credits:** 3**Prerequisites:**

PH102

**Description:**

Inquires into the philosophical bases of psychology and the social sciences and current controversial questions in the field.

**PH 322 - Philosophy of Science****Credits:** 3**Prerequisites:**

PH102

**Description:**

What are the limits of the scientific method? How far can the scientific model be used as a model of proof in other areas? What are the conceptual foundations of competing theories of natural science? Is physics more of a science than biology?

**PH 324 - Philosophy of Art****Credits:** 3**Description:**

This course explores the philosophical questions: of What is beauty? Are there universal aesthetic standards? What are the connections of Art to truth? These questions are explored in light of the writings of Plato, Aristotle, Kant, Nietzsche, Tolstoy, and various contemporary writers.

**PH 489 - Field Internship****Credits:** 3**Description:**

Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

**PH 499 - Independent Study****Credits:** 3**Description:**

Offers qualified students the opportunity to pursue independent study in select areas under the guidance of individual teachers. By permission only

**PO 125 - Understanding the Political World****Credits:** 3**Description:**

A cross-national analysis of the major issues, topics, and institutions with which politics deals. Develops a critical awareness and understanding of the role of politics in a global society.

**PO 211 - Women in American History and Politics****Credits:** 3**Description:**

This course traces the changing status and roles of women in American society from the colonial period to the present. Within a chronological context, it includes topics such as family and work roles, legal identity and political participation, involvement in political and social reform movements, and current cultural, social, and political issues affecting women. Special attention is paid to racial, ethnic, cultural, religious, and class differences among women.

**PO 225 - American Government****Credits:** 3**Description:**

Focuses on the structure and power of the national government and major problems of national policy.

**PO 230 - State and Local Government****Credits:** 3**Description:**

Analyzes structures, functions and powers of state and local institutions and explores their inter-relationships within the federal system.

**PO 240 - Ethics in International Relations****Credits:** 3**Description:**

This is an Enriched Core course serving the Ethics cluster. The course examines the application of ethics to international relations. A theoretical background of the ideals and growth of ethical inquiry will be examined as well as case studies applying these ideals.

### **PO 260 - Domestic and International Terrorism**

**Credits:** 3

**Description:**

Investigates the roots and dynamics of modern terrorism, both at home and abroad, through an in-depth study of the causes of terrorism, types of terrorism, terrorist tactics, counter-terrorism strategies, and the impact of terrorism on social life. Case study analysis of recent incidents will also be presented.

### **PO 328 - Ethnic Politics**

**Credits:** 3

**Description:**

Traces the historic political involvement of various ethnic and racial groups and examines their effect on American political institutions and the processes of organized government.

### **PO 330 - Introduction to the American Legal System**

**Credits:** 3

**Description:**

Presents an overview of the American legal system. Examines methods of reasoning used by courts and lawyers, the structure of state and federal systems, and the substantive law of a number of specific fields.

### **PO 331 - History and Politics of Asia**

**Credits:** 3

**Description:**

Surveys the modern historical, political and cultural development of China, Japan and Korea.

### **PO 333 - History and Politics of Africa**

**Credits:** 3

**Description:**

Surveys the historical and political development of the continent by region with special emphasis on the last 200 years.

### **PO 337 - History and Politics of Latin America**

**Credits:** 3

**Description:**

Surveys the main themes in Latin American historical and political development from the 15th century to the present, with special emphasis on social, economic and cultural issues.

### **PO 338 - History and Politics of the Middle East**

**Credits:** 3

**Description:**

Traces the historical and political development of the Middle East from the 7th century to the present, with special attention paid to the role of religion in shaping the politics and culture of the region.

### **PO 346 - International Law**

**Credits:** 3

**Description:**

Studies the theoretical and practical aspects of public international law. Including the sources of international law, sovereignty, jurisdiction, international organizations and the role of the individual.

### **PO 361 - United States Foreign Policy and Diplomacy**

**Credits:** 3

**Description:**

Traces the evolution of American foreign policy and the emergence of the United States as a great power.

**PO 362 - International Relations**

**Credits:** 3

**Description:**

Studies the historical development, principles, and procedures of the diplomatic relations between nations in the modern period.

**PO 363 - The United Nations and the International System**

**Credits:** 3

**Description:**

Examines the history and structure of the United Nations, as well as other international organizations. Contemporary problems of the international system, such as international security, conflict resolution, disarmament and self-determination, along with the response to these problems by international organizations, will also be studied.

**PO 364 - Comparative Government**

**Credits:** 3

**Description:**

Studies the institutions, structures, and processes of government in both western and non-western nations, with special attention to the problem of political instability in developing nations.

**PO 370 - International Law****PO 372 - Introduction to Public Administration**

**Credits:** 3

**Description:**

Studies government administration, management and organization. Analyzes bureaucratic policy making, public budgeting and the impact of pressure groups.

**PO 375 - Public Policy**

**Credits:** 3

**Description:**

Focuses on the cycle of public policy-making in the domestic context, from conceptualization of a problem through implementation and evaluation. Examines and analyzes contemporary domestic issues and policy approaches to them.

**PO 405 - American Constitutional History**

**Credits:** 3

**Description:**

Studies the role constitutional interpretation has played in American history, with special emphasis on Supreme Court decisions.

**PO 432 - Contemporary Issues and Problems in World Politics**

**Credits:** 3

**Description:**

An in-depth and historically grounded examination of selected problems and issues, with topics chosen dependent upon the expertise of the instructor and the changing nature of world concerns.

**PO 453 - History of Political Theory**

**Credits:** 3

**Description:**

Examines the major theorists on the nature of politics and political life from the Greeks to the present. Emphasizes the analysis and interpretation of primary texts.

## **PO 489 - Internship**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to do off-campus field work in history or political science by individual arrangement.

## **PO 492 - Research Seminar**

**Credits:** 3

**Description:**

In this course students will undertake a significant research project in order to fulfill the Outcomes Assessment requirement for all major programs in the History and Political Science Department. This project will consist of a series of steps, including a research proposal, a preliminary bibliography, 2 preliminary drafts, a final draft of at least 20 pages in length, and an oral presentation to Department faculty. This course must be taken in tandem with one of the designated senior seminars—the Research Seminar cannot be taken alone.

## **PO 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent reading and research in selected areas under the guidance of department faculty.

## **PS 150 - General Psychology I**

**Credits:** 3

**Description:**

An introduction to the main theories, methods, and principles of psychology. This course is a social sciences Liberal Arts core requirement for all students who wish to become Psychology majors and is required for further study in the field. Topics will include a brief history of psychology, critical thinking, human development, motivation, emotion and stress, personality, social psychology, and psychopathology

## **PS 201 - Human Growth and Development**

**Credits:** 3

**Description:**

Discusses physical, cognitive, social, and emotional development from the prenatal period through adolescence. Genetic, environmental, and socio-cultural influences are considered.

## **PS 207 - General Psychology II**

**Credits:** 3

**Prerequisites:**

PS150

**Description:**

This course continues the examination of the main theories, methods, and principles of psychology begun in PS150. Topics include research methodology, neuroscience, consciousness, sensation and perception, learning, memory, thinking and language.

## **PS 208 - Psychological Statistics**

**Credits:** 3

**Prerequisites:**

MA220, MA130, MA117, MA116, MA208, MA131, MA207, MA222, MA221, MA106, MA108, MA 105, MA 112

**Description:**

Introduces descriptive and inferential statistical methods to summarize, organize, and interpret data. Topics include data organization, measures of central tendency, variability, z-scores, logic of hypothesis testing, t-tests, ANOVA, and correlation.

## **PS 209 - Prenatal and Infant Psychology**

**Credits:** 3

**Description:**

This course examines physiological, social, psychological, and cognitive development from conception until the end of the second year of life. Topics include genetic and chromosomal factors, pregnancy, birth, temperament, sensorimotor intelligence, attachment, emotions, language, personality development, and family and community interaction.

### **PS 210 - Child Psychopathology**

**Credits:** 3

**Description:**

Explores patterns and possible causes of emotional and behavioral problems in children. The course also examines treatment methods used with children and effective parenting styles.

### **PS 211 - Child Psychology**

**Credits:** 3

**Description:**

This course examines physiological, social, psychological, and cognitive development from age three until the beginning of adolescence. Topics include brain, motor, emotional, personality, cognitive, and language development, gender roles, play, divorce, child maltreatment, and family and community interaction.

### **PS 213 - Writing in Psychology**

**Credits:** 3

**Description:**

This course serves as an introduction to scientific writing and the style conventions set by the American Psychological Association (APA). Students will practice information literacy and enhance their understanding of the writing process as it applies to psychology. Topics will include APA style conventions, components of the scientific paper, information gathering, plagiarism, and the writing process.

### **PS 215 - Human Sexuality**

**Credits:** 3

**Description:**

Examines the physical, social and psychological aspects of the sexual experience. The student learns how sexuality relates to reproduction, intimacy, attraction, values, the life cycle, and inhibitions and dysfunctions. Current issues in pregnancy, birth control, sexually transmitted disease and infection, and sexual preference are discussed.

### **PS 216 - Adolescent Psychology**

**Credits:** 3

**Description:**

This course examines physiological, social, psychological, and cognitive development from the beginning to the end of adolescence. Topics include puberty and sexual development, identity, peer interaction, drug and alcohol use and abuse, suicide, and family and community interaction.

### **PS 230 - Introduction to Art Therapy**

**Credits:** 3

**Prerequisites:**

PS 150

**Description:**

This course offers an introduction to the art therapy profession. Students will learn about the interface of art and therapy, as well as basic theory and application. Students will participate in experiential art exercises which will provide exposure to the use of the creative process of communicating through art.

### **PS 232 - Psychology of Personality**

**Credits:** 3

**Description:**

Studies major theoretical approaches to personality structure and dynamics, the disorganization of the personality, and problems involved in personality assessment. Theorists studied include: Freud, Jung, Adler, Horney, May, Maslow, Rogers and Skinner

## **PS 235 - Psychology of Women**

**Credits:** 3

**Description:**

Discusses the psychological effects of global patriarchy on the lives of women. Topics include gender stereotypes, sexuality, body image, mental health, and violence against women.

## **PS 261 - Interpersonal Relations**

**Credits:** 3

**Description:**

Provides an experiential seminar in group dynamics and interpersonal effectiveness. Sensitivity training techniques will be used to illustrate and to discuss skills in communication, listening, and confrontation in social and business situations. The aim is to foster win/win situations. Group interaction exercises and discussions will be used to enhance these skills.

## **PS 275 - Overview of Autism**

**Credits:** 3

**Description:**

This course is designed to familiarize students with autism spectrum disorders. Specifically, students will focus on the characteristics of autism, the assessment process for diagnosis, and the etiological theories for the development of autism. Students will also learn about current evidencebased treatments and pseudoscientific fads in autism treatment. In addition, the course will focus on applied behavior analysis (ABA) as an intervention and review techniques for teaching new skills and reducing problem behaviors in individuals with autism.

## **PS 304 - Biopsychology**

**Credits:** 3

**Prerequisites:**

PS150, PS204, PS207

**Description:**

An overview of the physiological processes relating to human behavior. Topics include the central nervous system, neurotransmitter and neurohormonal functioning, the biological basis for emotions, perception, motivation and brain disorders.

## **PS 306 - Psychology of Adulthood**

**Credits:** 3

**Description:**

Explores developmental changes in early, middle and late adulthood. Topics include marriage and family relationships, physical changes, and mental and emotional growth and well-being.

## **PS 309 - Psychopathology**

**Credits:** 3

**Prerequisites:**

PS204, PS150, PS207.

**Description:**

Examines the symptoms, causes, diagnosis and treatment of psychological disorders.

## **PS 310 - Career Counseling**

**Credits:** 3

**Description:**

Introduces students to the field of vocational counseling. Examines theories of career development, explores counselor interviewing skills, and presents assessment instruments and strategies. Topics include life-span career development and career counseling with special populations such as adults in transition and individuals with disabilities

### **PS 311 - Psychology of Sport**

**Credits:** 3

**Description:**

This course centers on the psychology of sport participation and performance. The course will focus on the major theories and concepts within sport psychology as well as the practical application to sport and health industries.

### **PS 312 - Applied Behavior Analysis**

**Credits:** 3

**Prerequisites:**

PS204, PS150, PS207

**Description:**

Course applies principles and procedures of applied behavior analysis (ABA) to children and adults in school, home and business settings. Topics and activities include goal setting, reinforcement procedures, schedules of reinforcement, stimulus control, shaping, behavioral objectives, observation and recording, and designing token economies for behavioral change.

### **PS 313 - Counseling Psychology**

**Credits:** 3

**Description:**

Examines counseling theories and the counseling relationship. The course also includes family and group counseling and career counseling

### **PS 314 - Social Psychology**

**Credits:** 3

**Description:**

Examines socio-cultural, group and interpersonal influences on behavior. Topics include attitudes, communication, persuasion, mind control, social learning, psychic trauma, aggression, altruism, attraction, prejudice and applications of psychology to the courts.

### **PS 318 - Cross-Cultural Psychology**

**Credits:** 3

**Description:**

Examines cross-cultural influences in understanding psychology. Course emphasizes the interplay of individual, ethnic, and cultural factors in psychosocial growth and well-being, cross-cultural and cross-ethnic communication, and counseling and psychotherapeutic interactions.

### **PS 319 - Psychological Testing**

**Credits:** 3

**Description:**

Examines the theory, development and applications of psychological, educational and occupational tests. Includes intelligence, achievement and ability tests and projective and objective personality tests. Considers theoretical concepts such as the reliability and validity of tests.

### **PS 320 - History & Systems**

**Credits:** 3

### **PS 321 - Human Motivation**

**Credits:** 3

**Description:**

Explores current theories and research in motivation; needs for approval and achievement, affiliation, love, and affection; self-preservation, self-actualization, aggression and assertiveness.

## **PS 322 - Educational Psychology**

**Credits:** 3

**Description:**

Examines areas of psychology relevant to the educational process. Topics include: theories of instruction, teaching and learning styles, classroom management and motivation, individual differences and the exceptional child.

## **PS 323 - Sensation and Perception**

**Credits:** 3

**Prerequisites:**

PS 150, PS 207

**Description:**

Examines the processes underlying how we experience (sense) and interpret (perceive) the world around us. Emphasis will be placed on the function and structure of the various sensory systems and their corresponding processing centers in the brain

## **PS 324 - Forensic Psychology**

**Credits:** 3

**Description:**

Considers the ethical and legal responsibilities of the psychologist. The course also examines the role of the psychologist in the courts. Topics include the insanity defense, patients' rights, eyewitness testimony, criminal investigation and factors in jury decisions.

## **PS 325 - Philosophical and Historical Trends in Psychology**

**Credits:** 3

**Prerequisites:**

PS204, PS150, PS207

**Description:**

This capstone course focuses on a summary and review of the foundational knowledge expected of graduating psychology majors. Students are required to demonstrate this knowledge by successfully completing the psychology department's outcome assessments: (1) a literature review APA-style paper and (2) the comprehensive outcomes assessment exam. Prerequisites: 90 credits completed OR 30 credits completed in psychology.

## **PS 326 - Cognitive Psychology**

**Credits:** 3

**Prerequisites:**

PS150, PS204, PS207

**Description:**

Examines the cognitive processes broadly referred to as "thinking." Emphasis will be placed on a discussion of memory models, consciousness, attention, language, concept learning, reasoning, problem-solving, and neural networks. Classical theories and experiments in these areas will be reviewed.

## **PS 328 - Psychology of Learning**

**Credits:** 3

**Description:**

This course focuses on major learning perspectives including classical conditioning, operant conditioning, and social learning theory.

## **PS 330 - Psychology of Addiction**

**Credits:** 3

**Description:**

Examines the physical, psychological and social aspects of drug dependence and of other addictive behaviors such as eating disorders and gambling. The course also discusses family dynamics, dual disorders, treatment and prevention, and relapse and recovery issues.

## **PS 332 - History and Systems in Psychology**

**Credits:** 3

**Description:**

This course traces the philosophical and scientific roots of psychology, surveys its classical schools of thought, and discusses contemporary trends in its continued development.

### **PS 335 - Health Psychology**

**Credits:** 3

**Description:**

Provides an introduction to the biological, psychological, and social factors that interact to influence physical health and illness. The course examines research on the application of psychological models to the maintenance of health and to the prevention and treatment of illness. Topics include lifestyle choices and health; stress and stress management; pain and pain management; psychoneuroimmunology; chronic illness; adherence to medical treatment recommendations; and alternative medicine.

### **PS 336 - Positive Psychology**

**Credits:** 3

**Description:**

Examines the variables and processes critical to understanding and achieving personal success and fulfillment. Included will be a discussion of the concepts of "flow," optimism, virtue, gratitude, meaning, and emotional intelligence. Course will also examine how concepts in positive psychology can inform interventions in areas such as family and parenting, friendships and romance, recreation and leisure, school, work, and service.

### **PS 385 - Existentialism, Psychology and Film**

**Credits:** 3

**Description:**

This course explores the fundamental principles of the existential analysis of the human condition as articulated by philosophers, novelists, theologians, psychologists and film makers. There will be a primary exploration of how these relate to twentieth century humanistic psychology. The various ideology and theology is explored through specific readings and film.

### **PS 402 - Experimental Psychology**

**Credits:** 3

**Prerequisites:**

BU305, PS208

**Description:**

Focuses on research methods and design as applied to contemporary problems in psychology. The course involves independent research projects.

### **PS 405 - Advanced Research In Psychology**

**Credits:** 3

**Prerequisites:**

PS402

**Description:**

This course focuses on understanding advanced research design, data collection methods, data analysis, and research dissemination as applied to contemporary topics in psychology. This course involves supervised research projects.

### **PS 410 - Special Topics Seminar**

**Credits:** 3

**Prerequisites:**

PS150, PS207

**Description:**

This course will cover various current topics in psychology and will be conducted as a seminar.

### **PS 425 - Psychology Capstone**

**Credits:** 3

**Prerequisites:**

PS 150, PS 207

**Description:**

Discusses historical and contemporary issues in psychology. Course involves seminar presentations on selected topics.

**PS 489 - Field Internship**

**Credits:** 3

**Description:**

Provides qualified students with the opportunity to acquire supervised field experience.

**PS 499 - Independent Study**

**Credits:** 3

**Description:**

Involves a directed research project on a Psychology topic which is not covered extensively in the course offerings. Student will work under the guidance of a faculty member. By permission of instructor.

**PU 205 - Theory of Health Behavior**

**Credits:** 3

**Description:**

Students will receive an overview of how social and behavioral sciences contribute to our understanding of health behavior. This course provides an introduction to health belief theories offering the learner an understanding of the relationship between health belief theories and health promotion and disease prevention interventions. Associations between behavior and selected major health issues will be discussed.

**PU 301 - Fundamentals of Epidemiology**

**Credits:** 3

**Description:**

This course introduces the science of epidemiology and covers the fundamentals of infectious disease epidemiology, environmental epidemiology, and psychosocial behavioral epidemiology. Students will examine the epidemiology of infectious diseases, chronic diseases and their impact on population health. Basic concepts of epidemiology and biostatistics are applied to public health problems to measure and describe population health. Students will apply basic epidemiologic concepts to public health practice to promote public health at the population level.

**PU 405 - Introduction to Public Health**

**Credits:** 3

**Description:**

This course provides Public Health Education majors with a fundamental understanding of the professional field of public health education and other health related fields. Students will identify and explore the theoretical and practical issues in the field of population health locally, nationally and globally. Successful completion of the course provides students with the ability to identify and apply principles of population health teaching to promote health and prevent disease. Students will explore the cultural, social and economic barriers faced by individuals, groups and communities that affect population health. Students will receive an understanding of the role of health educator in promoting health and preventing disease as they identify methods for assessment, planning, implementing and evaluating an intervention for an identified population through academic experiences including experiential learning within the community.

**PU 410 - Nutrition**

**Credits:** 3

**Description:**

This course provides students with a foundation for public health nutrition across the lifespan. A review of healthcare disparities and malnutrition globally will be included to explore the effectiveness of interventions. Approaches for public health nutritional program development and implementation will be considered through analysis of existing nutrition programs to determine the effectiveness of public health nutrition interventions. Students will explore the core principles of nutrition and apply these to case studies to foster critical thinking.

**PU 415 - Public Health Planning & Evaluation**

**Credits:** 3

**Prerequisites:**

PU205: Theory of Health Behavior; PU301, Fundamentals of Epidemiology

**Description:**

The course provides an overview of systematic approaches for identification of population based health promotion needs for intervention. Students will learn the process for assessing, planning, developing, implementing and evaluating public health promotion programs addressing the health issues affecting populations at the local, national and international level. Students will engage in program planning processes as a method to explore various levels of intervention. Students will review the theories that describe health problems to develop appropriate health promotion and educational interventions and systematic program evaluation.

**PU 489 - Field Internship II**

**Credits:** 2

**Description:**

Qualified students are given the opportunity to engage in field internship through arrangement with the Department of Public Health and the faculty adviser. Under supervision, students will apply concepts and skills learned in the classroom to gain practical knowledge and experience in a community setting. Requires Departmental approval.

**PY 101 - Survey of the Physical Sciences**

**Credits:** 3

**Description:**

Familiarizes the students with the basic concepts and vocabulary of astronomy, chemistry, geology and physics. Presents science as an integrated body of knowledge with shared methods of problem resolution.

**PY 104 - Astronomy**

**Credits:** 3

**Description:**

Studies the solar system, stars and galaxies; their characteristics and the laws that affect them.

**PY 109 - Science Within the Law**

**Credits:** 3

**Description:**

Examines the role of physical science in criminal investigations and government regulations. Stresses scientific principles and how those principles are utilized within the legal community

**PY 201 - General Physics I**

**Credits:** 3

**Prerequisites:**

MA131, MA221, MA220

**Description:**

Focuses on the fundamental principles and phenomena of physics; motion, Newton's Laws, work and energy, momentum, rotational dynamics and machines. Course is quantitative and closely allied with mathematics.

**PY 201L - General Physics I Laboratory**

**Credits:** 1

**Co-requisites:**

PY201

**Description:**

Tests the laws derived in PY 201 through experimentation.

**PY 202 - General Physics II**

**Credits:** 3

**Prerequisites:**

Any 100-level math course; PY101 or PY201, MA120, MA112, MA131

**Description:**

Continues PY 201. Topics discussed are heat, light, sound, electricity and magnetism.

**PY 202L - General Physics II Laboratory**

**Credits:** 1

**Co-requisites:**

PY202

**Description:**

Tests the laws derived in PY 202 through experimentation.

**PY 205 - Science for the Middle School Educator**

**Credits:** 3

**Prerequisites:**

MA130, PY101, BI103, ED340, ED348.

**Co-requisites:**

BI103 and BI103L

**Description:**

This course, eomplemented by CH 111 and a physical science laboratory, will build a content foundation in science that will enable an elementary school certified teacher to understand concepts beyond middle school. The course will cover quantification of elements of biological and physical sciences (geology, metroology, and pysics) with the emphasis on physical science topics and technology that are relevant to middle school sciene instruction.

**RN 219 - The Professional Nurse: An Introduction to Practice**

**Credits:** 2

**Description:**

This course provides students with an introduction to the identity, values, philosophy, standards, and challenges that define and underlie current and future professional nursing practice. Students will have the opportunity to discuss attributes, standards and criteria for professionalism in nursing as well as identify and learn about the basic elements that create a strong foundation required for successful nursing practice. These include history and current/future trends in professional nursing, current professional nursing roles, methods and philosophical basis for knowledge and skills acquisition, the role of critical thinking and application of evidence-based principles to nursing intervention, beginning development of strong professional communication skills, information literacy and the ability to access and cite appropriate resources to guide the development and delivery of professional nursing care.

**RN 303 - Health and Cultural Assessment Across the Lifespan**

**Credits:** 5

**Description:**

This course focuses on the concepts and principles of physical health assessment of diverse individuals across the lifespan, including vulnerable populations. The role of the nurse in the organized and systematic approach to health assessment is emphasized. The student will utilize interviewing techniques to obtain and record a comprehensive health history, and apply the clinical skills of inspection, palpation, percussion and auscultation to perform a physical examination. An appreciation of the impact of culture and patient belief systems on healthcare practices is developed. Practice experiences will provide opportunities to develop competence in identifying, describing, and recording findings for diverse populations.

**RN 305 - Pathophysiology**

**Credits:** 4

**Description:**

This course focuses on concepts of pathophysiological alterations and major regulatory mechanisms of the body, as they relate to the nursing care of diverse populations in a holistic and caring framework. Expanding on prerequisite Anatomy and Physiology, Chemistry and Microbiology, this course focuses is on disease etiology, clinical presentation and appropriate treatment of the disease processes utilizing nursing process. This course provides a review of selected therapeutic and diagnostic regimens incorporating collaboration and delegation

principles with other healthcare providers. Clinical manifestations and human responses to altered body functions in diverse populations throughout the lifespan are emphasized. Students acquire an understanding of nursing process in the management of illnesses utilizing evidence based practices.

### **RN 308 - Nursing Research and Evidence-based Practice**

**Credits:** 3

**Description:**

This course focuses on developing critical thinking and information technology skills necessary to access, analyze, evaluate and apply evidencebased scientific literature to nursing practice. Principles of research methodology and the relationship of nursing research to evidence-based practice and the nursing process are discussed. Students will formulate research questions based on clinical observation and practice the process of summarizing a body of research-based information related to these questions for application to evidence-based practice situations. Students will explore the role of the nurse related to the ethical conduct of human subjects research.

### **RN 310 - Pharmacology**

**Credits:** 3

**Description:**

This course introduces the student to the history, legal responsibilities and standards that impact the use and administration of medications to clients in a safe manner utilizing evidence based practice. The application of the nursing process and the effects of pharmacological therapy throughout the lifespan, including end-of-life care, are emphasized utilizing a holistic and caring framework. Mathematical concepts and the role of the nurse in medication administration regarding delegation and safety in varied healthcare settings are also taught. All the major drug classes are explored as well as their utilization in diverse populations.

### **RN 415 - Leadership, Finance, and Health Care Policy in Nursing**

**Credits:** 3

**Prerequisites:**

NU308

**Description:**

This course explores organization and management, financing, and reimbursement of health care services within complex, rapidly-changing healthcare delivery systems. It includes a review of regulatory agency policies that impact nursing practice, scope and roles. Students will demonstrate basic knowledge of health care policy, finance and regulatory environments including local, state, national and global healthcare trends. Important legal, ethical, political and advocacy principles and their impact on health care, especially for vulnerable populations, are emphasized, with particular focus on equity, access, affordability, and social justice. Ethical decision making and conflict resolution skills are developed. Students will examine professional nurse obligations including requirement for nurses to engage in lifelong learning. Students will also develop clinical prioritization and delegation skills critical to effective health care delivery. [Formally: Management & Leadership until

### **RN 418 - Transition to Professional Practice**

**Credits:** 3

**Description:**

The focus of this course is on the transitional issues of the graduate into professional practice. Topics related to legislative and economic issues of the health care delivery system are explored. Legal and ethical issues as they impact health care delivery are discussed and debated. Future trends in nursing and health care and the role of the nurse and professional organization in health promotion are discussed. Student will have the opportunity to analyze and integrate various clinical practice issues using case studies, peer-reviewed journal articles and guided discussion with peers. An action plan for NCLEX preparation will be developed and implemented.

### **RN 420 - Community and Public Health**

**Credits:** 5

**Description:**

This course focuses on the application of nursing science and public health concepts to develop strategies to address health problems in the community. The framework of primary, secondary, and tertiary levels of prevention is utilized in the provision of community and population focused care. Determinants of health and disease patterns will be analyzed in the United States and in the global context to improve health for all. Selected community resources will be utilized for guided clinical experiences to meet the needs of the client while providing community-based, public health and community healthcare.

### **RN 420C - Clinical**

**Credits:** 3

## **SO 101 - Introduction to Sociology I: Foundations**

**Credits:** 3

**Description:**

Introduces the study of society and acquaints the student with principles and major areas of sociological inquiry. Examines topics related to the individual, culture, deviance and social inequalities.

## **SO 210 - Community Service**

**Credits:** 3

**Description:**

Focuses on what "Community" means in contemporary democratic culture. The promises and challenges of civic life in the United States are examined honestly and critically. Community issues and how they affect public policy are addressed. Community service is a requirement of the course.

## **SO 212 - The World of Work**

**Credits:** 3

**Description:**

Examines the concept of work from a variety of perspectives. Students will study the literature on work from ancient to modern times. They will become acquainted with the seminal social science research on work. The viewpoints will come from the disciplines of sociology, anthropology, economics, history, and psychology. The second aspect of this course is more practical. It focuses directly on work experience. Students will look at how jobs are organized and administered, how work affects the quality of people's lives, and how people affect the workplace.

## **SO 224 - Social Change**

**Credits:** 3

**Description:**

Reviews and critiques classical and contemporary perspectives and research with an interest in a critical examination of theories and mechanisms related to collective behavior, mass movements, modernization and social revolution.

## **SO 231 - Sociology of Poverty**

**Credits:** 3

**Description:**

Investigates poverty as a product of a complex social system and theories and strategies for its alleviation.

## **SO 236 - Sociological Theory**

**Credits:** 3

**Description:**

Examines the development and continuity of social thought concerning the nature of society and the individual within it. Major 19th and 20th century theorists are covered.

## **SO 312 - Media and Society**

**Credits:** 3

**Description:**

Examines the powerful role played by the media in American and world societies. Topics include television and politics, stereotypes in movies and violence in television programming.

## **SO 314 - Social Psychology**

**Credits:** 3

**Description:**

Examines socio-cultural, group and interpersonal influences on behavior. Topics include attitudes, communication, persuasion, mind control, social learning, psychic trauma, aggression, altruism, attraction, prejudice and applications of psychology to the courts.

## **SO 323 - Sociology of Racial and Cultural Groups**

**Credits:** 3

**Description:**

Involves the study of the history of ethnic, cultural and religious subgroups in present day societies; inter-group relations as they are influenced by competition, conflict and prejudice; the significance of these relationships to the structure of society.

## **SO 326 - Social Inequality**

**Credits:** 3

**Description:**

Examines theories of inequality, social ranking, and the distribution of resources and opportunity as they affect individuals and groups in social institutions, lifestyles, value systems, and quality of life. Variables of power, power elites, class consciousness, alienation, class mobility, and stratification criteria will be explored.

## **SO 330 - Sociology of Marriage and the Family**

**Credits:** 3

**Description:**

Examines American dating, marriage, and family patterns with emphasis on the family life cycle, parenting and family disorganization.

## **SO 334 - Sociology of Medicine**

**Credits:** 3

**Description:**

Examines major topics in the sociology of medicine including socio-cultural concepts of health and disease; consequences of illness; the social context of health care; and problem areas such as mental illness, ethical issues and the high costs of health care.

## **SO 335 - Criminology**

**Credits:** 3

**Description:**

Investigates crime as a social phenomenon; incidence, distribution, cause, the criminal as a social type, the criminal justice system and programs of treatment.

## **SO 339 - Sociology of Aging**

**Credits:** 3

**Description:**

Details the non-physical aspects of aging; the developmental and group behavior of adults following maturation.

## **SO 343 - Sociology of Education**

**Credits:** 3

**Description:**

Explores education as a social institution, a transmitter of culture, an agent of socialization and a vehicle for social mobility and change.

## **SO 344 - Methods of Social Research I**

**Credits:** 3

**Description:**

Surveys quantitative and qualitative research methods, introduces students to statistical applications in the social sciences, and teaches data file creation and management skills using SPSS. Students will draft an original social science research proposal.

## **SO 346 - Methods of Social Research II**

**Credits:** 3

**Prerequisites:**

SO344

**Description:**

Enables students to execute an ethical study based on their own social science research proposal. Hypothesis testing, data analysis using SPSS, and presentation of findings are stressed. Skills for critically interpreting data and the methodologies used in scholarly journals will be emphasized.

## **SO 346 - Methods Of Social Research II**

### **Prerequisites:**

SO344

### **Description:**

Enables students to execute an ethical study based on their own social science research proposal. Hypothesis testing, data analysis using SPSS, and presentation of findings are stressed. Skills for critically interpreting data and the methodologies used in scholarly journals will be emphasized.

## **SO 348 - Sociology of Deviance**

**Credits:** 3

### **Description:**

Examines the various theoretical perspectives of deviance and social control. Definitions of deviance are examined with reference to those who are labeled as deviant and those who apply the deviant labels. Specific deviant groups such as delinquents, criminals, drug addicts, alcoholics, prostitutes, and the mentally ill will be looked at. The voluntary or involuntary institutionalization of those labeled as deviant will also be examined.

## **SO 360 - Sociology of Sport**

**Credits:** 3

### **Description:**

Examines the structure and organization of sport as an American institution and as a microcosm of the larger society

## **SO 410a - Seminar: Topics in Anthropology, Sociology, and Criminal Justice**

**Credits:** 3

### **Description:**

Involves intensive study and exploration of rotating topics in the fields of anthropology, sociology, and/or criminal justice. These topics will focus on timely social issues, specialized content areas, and/or methods of social research. A minimum GPA of 2.5 is required.

## **SO 425 - Sociology of Gender and Sexuality**

**Credits:** 3

### **Description:**

Examines contemporary issues of gender in the United States, focusing on socialization to gender identity, implications of gender in the family and at work, and current changes in gender roles.

## **SO 452 - Sociology of Religion**

**Credits:** 3

### **Description:**

Examines the sources and functions of religion in society, the effects of religion on behavior and attitudes and the social organization of religion. Emphasis is on religion in the United States.

## **SO 474 - Contemporary Social Problems**

**Credits:** 3

### **Description:**

Focuses on selected problems of social disorganization, including problems related to poverty, drug abuse, racism, sexism and crime, through the application of sociological principles.

## **SO 476 - Urban Sociology**

**Credits:** 3

### **Description:**

Analyzes impact of urbanism on American society and Western civilization; examines changing structure of the city and associated suburban/inner city problems.

### **SO 487 - Field Internship**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to do off-campus field work by individual arrangement. Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

### **SO 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of department faculty. By permission.

### **SP 101 - Elementary Spanish I**

**Credits:** 3

**Description:**

Introduces basic grammar, pronunciation and vocabulary with special emphasis on aural comprehension and conversation. Not open for credit to students who have had one or more years in secondary school or to heritage speakers of Spanish.

### **SP 102 - Elementary Spanish II**

**Credits:** 3

**Prerequisites:**

SP101 or equivalent

**Description:**

Continues SP 101. Open to heritage speakers only with permission.

### **SP 105 - Spanish for Health Professionals I**

**Credits:** 3

**Description:**

Students will gain familiarity with basic vocabulary and language structures for the assessment of Spanish speaking patients in a variety of settings. They will be exposed to real-life situations and develop cultural insights.

### **SP 106 - Spanish for Health Professionals II**

**Credits:** 3

**Description:**

Continues the study of vocabulary and language structures to help students deal with real life health issues such as food and nutrition, pediatrics, surgery... Students will continue to develop cultural competency.

### **SP 107 - Spanish for Law Enforcement**

**Credits:** 3

**Prerequisites:**

SP101, SP102

**Description:**

Introduces basic pronunciation, grammar, vocabulary and conversation with an emphasis on specific expressions and idioms needed for law enforcement work. For adult students only (on site course).

### **SP 201 - Intermediate Spanish I**

**Credits:** 3

**Prerequisites:**

SP102, SP101

**Description:**

Offers a systematic study of the language with particular attention given to grammar review, vocabulary growth, conversation and reading comprehension.

## **SP 202 - Intermediate Spanish II**

**Credits:** 3

**Prerequisites:**

SP201 or equivalent

**Description:**

Continues SP 201.

## **SP 202 - Interm Spanish II**

**Prerequisites:**

SP111, SP201

**Description:**

Continues SP 201.

## **SP 211 - Spanish for Heritage Speakers**

**Credits:** 3

**Description:**

This course is for students who grew up in the United States, had most of their education in English, and speak Spanish at home. It pays close attention to the needs of students who speak the language, but never had a formal education in Spanish. Topics to be addressed include common errors in spelling, when to write accents, false cognates between Spanish and English, and practice writing. The class will also spend time on Hispanic culture, especially of the most prominent groups in the US.

## **SP 212 - Spanish For Healthcare Prof II**

**Prerequisites:**

SP102, SP101

**Description:**

This course is intended for students majoring in the health professions who have been placed in intermediate Spanish. Students will develop communicative proficiency and accuracy in the use of Spanish in medical settings with Spanish speaking patients. Students will be exposed to real life situations and participate in language tasks through listening, reading, writing and conversation. They will be encouraged to use their Spanish language skills in class activities, such as role-playing, brief conversations, and interviewing. They also will review the essentials of Spanish grammar while also enhancing their ability to communicate at an intermediate level. Formerly: SP106, Fall 2019 forward.

## **SP 312 - Translation**

**Credits:** 3

**Description:**

This class is an introduction to the art of translation. Students will read various texts on existing theories, while also undertaking different translation projects. While the class discussion will be mainly in Spanish, some of the readings are in English. Successful students are those who have done really well in English as well as Spanish classes.

## **SP 320 - Catholic Writers in the Hispanic World**

**Credits:** 3

**Description:**

Taught in English. This course studies prominent Catholic writers from Spain and Latin America, such as the Dominican friar Bartolomé de las Casas, the Hieronymite nun Sor Juana Inés de la Cruz, the Benedictine Benito Jerónimo Feijoo, and others. The class will also study their contribution to important literary movements such as the Enlightenment, Mysticism and Baroque. Fulfills Catholic and Dominican Tradition Enriched Core.

### **SP 321 - Advanced Spanish Grammar I**

**Credits:** 3

**Prerequisites:**

SP112, SP202, SP322, SP329

**Description:**

This course offers the intermediate and advanced learners of Spanish a review of Spanish grammar. The grammatical explanations are followed by a series of exercises for the student to practice the concepts learned. Students work in groups, analyze texts and make class presentations. Authentic documents are used to motivate students in their effort to become proficient in Spanish.

### **SP 322 - Advanced Spanish Grammar II**

**Credits:** 3

**Prerequisites:**

SP329, SP202 or equivalent

**Description:**

This course offers the intermediate and advanced student a thorough review of Spanish grammar. After a brief review of the material covered in SP 321, the student is introduced to the subjunctive mood, commands, direct and indirect object pronouns, adjectives and prepositions. The students work in groups and are asked to practice the grammatical concepts learned through translation, text analysis, oral presentations and compositions.

### **SP 325 - Spanish Conversation and Composition I**

**Credits:** 3

**Prerequisites:**

SP112, SP321, SP202, SP322

**Description:**

Develops conversation skills through readings and assigned topics, pronunciation, correct expression and sentence structure.

### **SP 326 - Spanish Conversation and Composition II**

**Credits:** 3

**Prerequisites:**

SP321, SP112, SP325, SP329, SP330, SP322, SP202

**Description:**

Expands on correct expression and sentence structure with essay writing and analyses of contemporary topics.

### **SP 329 - Hispanic Civilization I**

**Credits:** 3

**Prerequisites:**

SP322, SP326, SP330, SP321, SP325, SP202

**Description:**

Studies the cultural history and geography of Spain through the 21st century.

### **SP 330 - Hispanic Civilization II**

**Credits:** 3

**Prerequisites:**

SP326, SP321, SP315, SP202, SP112, SP329

**Description:**

Explores cultural history and geography of Spanish-speaking Latin America.

### **SP 331 - Dominican Republic: Literature, Music and Arts**

**Credits:** 3

**Description:**

Through an exploration of Dominican literature, music and arts this course intends to give students a sense of the history and culture of this Caribbean country. The students will read a selection of short stories as well as novels that address topics in Dominican history. The study of Dominican music will highlight merengue and bachata, with particular emphasis on how these rhythms have evolved over the years. Students will also become familiar with the major artists that have shaped the course of Dominican visual culture.

### **SP 341 - Seminar in a Spanish Speaking Country**

**Credits:** 3

**Description:**

A Winter, Spring Break or Summer Session short study abroad course concentrating on the history and customs of areas visited as well as on conversational Spanish. Pre-trip seminars and post-trip research paper required. Destinations have included Mexico, Argentina and Andalusia. The course number SP 341 is followed by a different letter to distinguish one travel seminar from another.

### **SP 390 - Children's Literature**

**Credits:** 3

**Prerequisites:**

SP 202 or equivalent

**Description:**

Introduces language and culture through the study of children's stories and popular legends from Spain and Spanish America. Formerly Children's Literature in the Classroom. 10/15

### **SP 401 - Spanish Literature I**

**Credits:** 3

**Prerequisites:**

SP315, SP329, SP326

**Description:**

Studies the literature of Spain from its origins at the end of the fifth century up to what has been considered the Golden Age of Spanish art and literature in the sixteenth and seventeenth centuries. This period covers the Spanish Middle Ages, the Renaissance and the Golden Age. Students will read and discuss the works of Lope de Vega, Calderón de la Barca, Miguel de Cervantes among others. Prerequisite: permission of instructor.

### **SP 402 - Spanish Literature II**

**Credits:** 3

**Prerequisites:**

SP322, SP329, SP202

**Description:**

Studies Spanish literature 1700 to the present. Discussion of representative texts and authors from the Neoclassical, Romantic, Realist and Contemporary periods.

### **SP 403 - Survey of Spanish American Literature**

**Credits:** 3

**Prerequisites:**

SP329, SP325, SP322, SP315, SP202

**Description:**

This course is an introductory course to Spanish- American literature. Students are introduced to a selection of the works of some of Spanish America's most distinguished writers along with an in depth study of the historical period. The course will cover the pre Colombian world, Mayan, Aztec and Inca civilizations, the colonial period and the struggle for independence, as well as the continent's search for its voice, which culminates in the birth of new and truly original literary works.

## **SP 404 - The Contemporary Spanish American Novel**

**Credits:** 3

**Prerequisites:**

SP325, SP321, SP202

**Description:**

Introduces the work of some of the most important contemporary Spanish American novelists. Students will read Juan Rulfo's *Pedro Páramo*, Gabriel García Márquez's *One Hundred Years of Solitude*, Mario Vargas Llosa's *La fiesta del Chivo*, Isabel Allende's *La casa de los espíritus* among others. The earlier novels selected are representative of what has been called the "nueva novela hispanoamericana" and mark the coming of age of the Spanish American novel. The later works are examples of "El boom," the name given to the explosion created by the arrival of master works by a new generation of writers.

## **SP 408 - The Spanish American Short Story**

**Credits:** 3

**Prerequisites:**

SP330, SP326, SP202

**Description:**

This course introduces students to the short story genre through the work of some of Spanish America's most renowned authors. Through the work of Horacio Quiroga, Juan Rulfo, Jorge Luis Borges, Julio Cortázar and others the student will become familiar with the major trends and innovations that occurred in Latin American fiction during the twentieth century.

## **SP 409 - Topics in Spanish Studies**

**Credits:** 3

**Description:**

This course focuses on a specific topic in Spanish literature and/or culture such as *Women Voices in Spanish Literature* or *the Spanish-speaking World through Film*. Spanish majors are expected to do the required reading and writing in Spanish.

## **SP 420 - Teaching World Languages**

## **SP 423 - Hispanic Caribbean Literature**

**Credits:** 3

**Prerequisites:**

SP330, SP329, SP325, SP322, SP315, SP321, SP326, SP202

**Description:**

This course introduces students to the nineteenth and twentieth century Spanish literature of the Caribbean. The works that will be read explore issues such as colonialism, slavery and race, exile and migration and the history of relationships with the United States.

## **SP 487 - Field Internship I**

**Credits:** 2

**Description:**

A pre-professional, introductory experience in a career field. Internship responsibilities are entry-level in nature. The intern and internship faculty advisor develop related learning objectives. Requires departmental approval and at least a 2.5 GPA.

## **SP 489 - Field Internship II**

**Credits:** 2

**Description:**

A second, pre-professional experience in a career field. Learning objectives and academic assignments should incorporate knowledge gained in Field Internship I and demonstrate new, substantive learning goals. Requires departmental approval and at least a 2.5 GPA.

## **SP 490 - Field Internship III**

**Credits:** 2

**Description:**

Professional experience in the field directly related to the student's academic major and career objectives. Learning objectives and academic assignments must incorporate knowledge gained in Field Internships I & II and demonstrate new, substantive learning goals. Requires departmental approval and at least a 2.5 GPA.

### **SP 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to develop independent reading and research skills by working in selected areas under the guidance of individual teachers. **Offered only to upper division students with a cumulative index of 3.0 or better; by permission.**

### **SS 101 - Topics in Social Studies**

**Credits:** 3

**Description:**

This course is for elementary, non-Social Studies Education majors only. The course surveys the various topics and concepts of Social Studies.

### **TH 102 - Introduction to Christian Theology**

**Credits:** 3

**Description:**

Investigates basic Christian themes, particularly from a Catholic perspective: God, Jesus, Spirit, Salvation, Sacrament, Christian community.

### **TH 201 - Christian Responsibility**

**Credits:** 3

**Description:**

Introduces moral foundations and selective ethical issues in individual and social morality on the basis of Christian revelation.

### **TH 209 - Contemporary Catholic Social Teaching**

**Credits:** 3

**Description:**

Examines the history and development of Christian social teaching from the last decade of the nineteenth century to the present, with special emphasis on its application to the American scene.

### **TH 215 - Catholic Medical Ethics**

**Credits:** 3

**Description:**

Studies the complex moral dilemmas resulting from developments in biomedical research, the practice of medicine and the delivery of health care from a contemporary Catholic perspective.

### **TH 303 - The American Catholic Experience**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Studies the sociological and cultural process whereby the Catholic Church began and developed historically in the United States from colonial to modern times.

### **TH 304 - Catholic Health Care in the United States**

**Credits:** 3

**Description:**

This course will present a history of Catholic Health Care and Hospitals in the United States. Special emphasis will be placed on the role of Women's Religious Communities in the formation of the U.S. Catholic Health System. The task of Catholic identity in the evolution of the

medical care will be explored in the different models of Catholic Medical care in the 21th Century.

### **TH 305 - Contemporary Theologians**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Studies the work of select theologians of the nineteenth century through the present.

### **TH 306 - Communications and Catholic Thought**

**Credits:** 3

**Prerequisites:**

TH 102

**Description:**

This course will explore Catholic Social Teaching principles and Catholic media teachings and how those relate to standards for excellence in the secular study and practice of communications. Students will explore writings on media including the Catechism, World Communications Day messages, Scripture and encyclicals. They will examine work of historical worldwide Catholic figures who have used media and journalism including Saint John Paul II. They will explore communications in the age of Pope Francis. The course will look at the work of professionals in the secular world who portrayed the practical application of these ethical principles in communications. They will explore how these principles can aid and inform media creators and users in various fields in their ethical, moral and editorial decisions.

### **TH 308 - Religious Dimensions of Peace**

**Credits:** 3

**Description:**

This course studies Christian perspectives on war and peace through examination of Scripture, just war theory, Church documents, the Christian pacifist movement and the concept of Pax Christi.

### **TH 312 - Sacraments in Contemporary Life**

**Credits:** 3

**Description:**

Presents scriptural, theological and liturgical study of the nature of the sacraments, both communal and personal. Special attention is given to the meaning of sacraments for our time.

### **TH 316 - The History of Christian Thought**

**Prerequisites:**

TH102

**Description:**

Traces the history of the Roman Catholic Church, emphasizing its institutional development and doctrinal tradition from the advent of Jesus to the modern era.

### **TH 317 - Marriage and Catholic Theology**

**Credits:** 3

**Description:**

Explores the reality of the vocation of marriage and the various aspects of the husband-wife relationship in the light of Catholic theology and related sciences.

### **TH 318 - The Old Testament**

**Credits:** 3

**Description:**

Examines the Hebrew Scriptures in the light of literary-historical scholarship. Explores the message and meaning of the biblical text and notes its relevance for contemporary people.

## **TH 319 - The New Testament**

**Credits:** 3

**Description:**

Explores the major themes, composition and literature of the Bible together with an interpretation of selected passages in light of contemporary scriptural scholarship

## **TH 321 - The Church and the Churches**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Studies the nature and mission of the Catholic Church. Special emphasis is given the Decree on Ecumenism of Vatican II and the Church's relationship to other Christian Churches.

## **TH 326 - Theological Perspectives on Women**

**Credits:** 3

**Description:**

This course studies the Christian vision of women, the role of women in the church, and women in the history of Christian thought and practice. It examines both feminist theological scholarship and Roman Catholic documents pertaining to women.

## **TH 328 - Ecotheology**

**Credits:** 3

**Description:**

The current ecological crisis has prompted biblical scholars, theologians, and ethicists to explore ways of thinking about and acting more compatibly within the community of diverse beings that constitute the earth. In the context of the Judeo-Christian Tradition, particularly Roman Catholic, with a sensitivity to other faith traditions, this course provides: (1) a summary of the current state of the environmental health of the planet; (2) a theological response to examine the current ecological crises; (3) tools for critical analysis and ethical action; and (4) a new understanding of justice and "right relationship," one that embraces both a social and ecological vision rooted in and flowing from an awareness of the Divine Presence at the center of all being and transcending it.

## **TH 334 - Christology**

**Credits:** 3

**Description:**

Studies the person and mission of Christ as found in the New Testament, church doctrines, and the writings of theologians down to the present.

## **TH 371 - Christian Spirituality**

**Credits:** 3

**Description:**

A study of the richness and depth of Christian spirituality in its biblical, liturgical, moral, ascetical and mystical dimensions. It will address the practical ways of living the Christian life.

## **TH 414 - Reflections on Ministry**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Offers the student the opportunity of experiencing a theological dimension of life by service in a particular ministry of choice. 33 semester hrs. in service; 12 in seminar.

## **TH 420 - History Of Judaism**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Explores the development of ideas and doctrines of Judaism through literature, the Halachah, lives of the molders of Judaism and contemporary movements.

### **TH 421 - Contemporary Jewish Thought**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Examines Judaism as a religion, a culture, a civilization, and an ethnic group.

### **TH 422 - Death: Issues and Experience**

**Credits:** 3

**Description:**

Examines the religious answers to the questions most often asked about death and dying. It also considers the answers set forth in selected works of contemporary literature, philosophy and psychology.

### **TH 424 - Ways Of Meditation**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

A variety of meditation techniques will be experienced during class sessions. The forms to be examined include awareness of mind and body, mantra and centering prayer. Analytical meditations will use the psalms and the parables of Jesus.

### **TH 428 - Ministry In The Church**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Examines the spirituality of ministry, the history and role of lay ministers in the Christian community, and specific skills for leadership in parish ministry.

### **TH 475 - Curriculum Program and Planning**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

Provides a basic preparation for teaching religion. Special attention is given to course planning and the use of multimedia in religious education.

### **TH 489 - Field Internship**

**Credits:** 3

**Description:**

Students apply concepts learned in the classroom and gain practical knowledge and experience working under supervision in a professional setting. In consultation with a faculty advisor and the Career Planning and Development Office, the student secures an appropriate internship site. The student develops learning objectives and goals, works 120 hours at the internship site, and completes related academic assignments. Requires departmental approval.

## **TH 495 - Theology Capstone**

**Credits:** 3

**Prerequisites:**

TH102

**Description:**

This course reviews material from each of the four major assessment areas (Scripture, moral theology, Christology, and Church History) to prepare students for written assessment of their knowledge in each area. The course is graded pass/fail. Students passing the course will be considered to have met their requirements for outcomes assessment. To pass the course, students must complete passing work in each of the four areas, to be assessed by the instructor in consultation with other full-time department professors. See Statement of Outcomes Assessment for more information.

## **TH 499 - Independent Study**

**Credits:** 3

**Description:**

Offers qualified students the opportunity to pursue independent study in selected areas under the guidance of individual teachers. By permission only.



