



PULASKI, TENNESSEE 38478-2799

## **Catalog 2006-2007**

Martin Methodist College is a college related to the Tennessee Conference of the United Methodist Church and chartered by the State of Tennessee.



## **Accreditation Statement**

Martin Methodist College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 404-679-4501) to award associate and baccalaureate degrees. The college is also accredited by The University Senate of the United Methodist Church, and chartered by the State of Tennessee.

The college is an affirmative action institution and does not discriminate on the basis of race, sex, creed, national origin, physical handicaps, or age in the administration of its educational policies, administration, scholarship and loan programs, employment, athletics, and other college-administered programs.

Consumer information and federally mandated student right-to-know statistics are published in the Martin Methodist College Student Handbook available from the Office of Student Affairs.



**Dr. Ted Brown has served as president of Martin Methodist College since 1998.**

The college reserves the right to change the rules regulating admission to the institution and any other regulations or requirements affecting the student body or the granting of degrees. The college also reserves the right to withdraw courses, to change its calendar, and to alter charges and fees as conditions may require. Such changes shall go into force whenever the proper authorities may determine and shall apply not only to prospective students but also to those who may, at such time, be matriculated in the college. The college further reserves the right to refuse to release to any student a transcript, grade report, or degree for failure to return college property or to pay any accounts due the college.

It is the policy of the college that no otherwise qualified handicapped individuals be discriminated against on the basis of their physical or mental handicap, as covered under Section 504 of the Rehabilitation Act of 1973, in admission to the college. All programs of the college are open to all regularly admitted students without regard to handicap. In the event that a student is enrolled in a course that is not accessible, the course will be moved to a location that will be accessible to handicapped students. Any student, employee, or job applicant who has a complaint or grievance regarding this matter should contact the Office of the Vice President of Student Affairs during regular office hours to make an appointment with the grievance officer of the college.

**The provisions of this catalog are not to be regarded as an irrevocable contract between Martin Methodist College and the student. The college reserves the right to change any provision or requirement listed in the catalog at any time.**

# Table of Contents

|  |     |
|--|-----|
| Correspondence and Other Information.....  | 2   |
| Academic Calendar .....  | 5   |
| General Information .....  | 7   |
| <i>Directory, Organization and Control, Statement of Purpose, Historical Sketch, and Campus and Buildings</i>  |     |
| Admission. ....  | 12  |
| <i>General Requirements, Special Circumstances, Transfer Students, Application Procedures, Pre-college Students, Early Honors Admissions, International Students, Advanced Standing, Veterans Affairs, Advanced Placement, CLEP</i>  |     |
| Expenses .....   | 17  |
| <i>Financial Information, Tuition and Service Fees, Auditing Fee, Room and Board, Special Fees, Refunds</i>  |     |
| Financial Aid .....  | 20  |
| <i>Applying, Requirements, Grants, Loans, Scholarships, and Veteran Programs</i>   |     |
| Student Services .....   | 30  |
| <i>Counseling and Advising, Health and First Aid, Social Life, Student Government, Honor Societies, Religious Life, Cultural Life, Athletics, Library, Publications, Housing and Meals</i>   |     |
| Academic Regulations .....   | 36  |
| <i>Planning an Academic Program, Advising, Registration, Late Registration, Change of Schedule, Course Load, Directed Study &amp; Correspondence Courses, Placement, Auditing, Cancellation of Classes, Classification of Students Course Exemptions, Transfer Credits, Flex Degree Program, Summer School, Honors Program, Continuing Education, Academic Conduct, Class Attendance, President's List, Dean's List and Honor Roll, Grading System, Repeated Courses, Academic Standards, Tests and Examinations, Withdrawal from a Class, Withdrawal from the College, Classification of Students, Students' Records, Transcripts, Program Assessment</i> |     |
| The Academic Program.....  | 48  |
| <i>Divisions of Instruction, Degrees Offered, Graduation Requirements, Residence Requirements, Transfer Credits, GPA Requirements, "Martin Moments," Statement of Intent to Graduate, Baccalaureate Degree Requirements, Associate Degree Requirements, General Education Core, Graduation Honors, Bachelor's Degree Programs</i>  |     |
| Course Descriptions.....   | 125 |
| Reference Section .....  | 170 |
| <i>Administration, Faculty, Staff and Index</i>  |     |

# Academic Calendar 2006-2007

## Fall Semester 2006

### July

3 Monday..... Registration, Flex Program Module I

### August

24 Thursday..... Flex Program Module I Ends  
26-28 Saturday-Monday..... Freshmen Orientation/Registration  
28 Monday..... Registration, Flex Program Module II  
29 Tuesday..... Registration for Returning Students  
30 Wednesday..... Classes Begin 8 a.m.  
31 Thursday..... Opening Convocation

### September

4 Monday..... Labor Day Holiday  
5 Tuesday..... Flex Program Classes Meet  
8 Friday..... Last Day to Enter Classes for Credit  
20 Wednesday..... Census Date and Last Day to Drop for TELS Scholars  
27 Wednesday..... Last Day to Drop Classes with Grade of "W"

### October

16-20 Monday-Friday..... Mid-Semester Week  
19-20 Thursday-Friday..... Fall Holiday (Students/Faculty)  
19 Thursday..... Flex Program Classes Meet and Module II Ends  
23 Monday..... Registration, Flex Program Module III

### November

22 Wednesday..... Last Day to Drop Classes  
23-24 Thursday-Friday..... Thanksgiving Holidays

### December

8 Friday..... Classes End  
11 Monday..... Reading Day  
12 Tuesday..... Final Examinations Begin  
15 Friday..... Final Examinations End  
18 Monday..... Flex Program Module III Ends

## Spring Semester 2007

### January

4 Thursday..... Registration Flex Program, Module IV  
8 Monday..... Residence Halls Open  
8 Monday (1:00 – 5:00 p.m.)..... Registration  
9 Tuesday..... Registration  
10 Wednesday..... Classes Begin 8 a.m.  
15 Monday..... Holiday, Martin Luther King, Jr. Day  
16 Tuesday..... Flex Program Classes Meet  
19 Friday..... Last Day to Enter Classes for Credit  
31 Wednesday..... Census Day and Last Day to Drop for TELS Scholars

**February**

6 Tuesday..... Last Day to Drop Classes with Grade of “W”  
19 Monday..... Holiday, President’s Day  
26 Monday..... Flex Program Module IV Ends  
26-Mar.2 Monday-Friday..... Mid-Semester Week

**March**

1 Thursday..... Registration, Flex Program Module V  
5-9 Monday-Friday..... Spring Break  
5 Monday..... Flex Program Classes Meet  
8 Thursday..... Flex Program Classes Meet  
28 Wednesday..... Assessment Day

**April**

6 Friday..... Easter Holiday  
10 Tuesday..... Last Day to Drop Classes  
23 Monday..... Flex Program Module V Ends  
23 Monday..... Last Day of Classes  
24 Tuesday..... Reading Day  
25 Wednesday..... Final Examinations Begin  
30 Monday..... Registration, Flex Program Module VI  
30 Monday..... Final Examinations End

**May**

4 Friday..... Baccalaureate 4 p.m.  
5 Saturday..... Commencement 10 a.m.  
28 Monday..... Memorial Day Holiday  
29 Tuesday..... Flex Program Classes Meet

**Summer School 2007**

**May**

7 Monday..... Mini-Term Registration  
7 Monday..... Classes Begin 8 a.m.  
25 Thursday..... Mini-Term Ends

**June**

4 Monday..... First Term Registration and Classes Begin 7:30 a.m.  
21 Thursday..... Flex Program, Module VI Ends  
29 Friday..... First Term Ends

**July**

2 Monday..... Second Term Registration and Classes Begin 7:30 a.m.  
2 Monday..... Registration, Flex Program Module I  
4 Wednesday..... Holiday  
27 Friday..... Second Term Ends

## General Information

The following mailing address for the college is recommended for prompt delivery of your correspondence:

*Martin Methodist College  
433 West Madison Street  
Pulaski, Tennessee 38478-2799*

### ***Nature of Inquiry:***

Administrative affairs and general information  
Academic affairs  
Admissions information or College Catalog  
Athletics  
Alumni affairs  
Christian Life Center or Health Club  
Fees or financial matters  
Financial aid  
Gifts, bequests  
Student affairs  
Transcripts

### ***Address To:***

Vice President for Enrollment Management  
Vice President for Academic Affairs  
Director of Admissions  
Director of Athletics  
Director of Alumni and Annual Giving  
Director of Curry Christian Life Center  
Vice President for Finance and Administration  
Director of Financial Aid  
Vice President for College Advancement  
Vice President for Student Affairs  
Registrar

## Telephone Directory

|  |                |
|--|----------------|
| Office of the President .....              | (931) 363-9802 |
| Academic Affairs .....                     | (931) 363-9810 |
| Admissions .....                           | (931) 363-9868 |
| Admissions (Long Distance/Toll-free) ..... | 1-800-467-1273 |
| Alumni and College Advancement .....       | (931) 363-9882 |
| Athletic Department .....                  | (931) 363-9872 |
| Business Office .....                      | (931) 363-9817 |
| Student Affairs .....                      | (931) 363-9821 |
| Financial Aid .....                        | (931) 363-9821 |
| Office of the Registrar .....              | (931) 363-9889 |
| College FAX .....                          | (931) 363-9818 |

# **Martin Methodist College**

Martin Methodist College, founded in 1870, is liberal arts, four-year college related to the Tennessee Conference of The United Methodist Church. Martin Methodist College strives to be a leading, small, nurturing, liberal arts college in the Southeast and a model of church-related higher education.

Martin Methodist College has an historic campus located in Pulaski, Tennessee, in the beautiful hills of southern Middle Tennessee. The college is convenient to both Nashville (70 miles to the north) and Huntsville, Alabama (40 miles to the south).

## **Statement of Purpose**

Martin Methodist College, as a four-year, coeducational, United Methodist related institution of higher education, has as its purpose:

1. To offer a sound academic education based upon a Judeo-Christian understanding of humankind and a global understanding of the human experience;
2. To provide opportunities for students to complete an Associate's and/or Bachelor's degree while enabling them to become responsible and discerning individuals;
3. To serve the church and community through educational, social, spiritual, recreational, and cultural programs and activities;
4. To foster for students, staff, and faculty an atmosphere conducive to constructive participation in the affairs of the college; and
5. To assist persons employed by the college to achieve personal and professional growth.

## **Vision Statement for the Martin 2010 Long-Range Plan**

Martin Methodist College is committed to being one of the leading, small, nurturing liberal arts colleges in the Southeast, and a model of church-relatedness for the United Methodist Church.



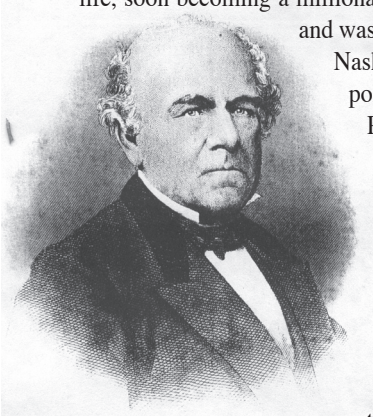
**Grissom Gazebo stands sentry on the Campus Green.**



# History of the College

Martin Methodist College bears the name of Thomas Martin who provided for the establishment of a school for girls in Giles County by giving the original endowing gift of \$30,000 through a provision in his will in 1870. His bequest was the fulfillment of a dream of his daughter Victoria who, before her death at the age of twenty, requested that her father establish such a school for young women.

Thomas Martin, the son of a Methodist minister, was born in 1799 and moved to Pulaski, Tennessee, while he was a young man. He possessed unusual business acumen and made his mark in the business world early in life, soon becoming a millionaire. He was a friend of President James K. Polk of nearby Columbia, Tennessee, and was once offered the position of United States Treasurer. He served as president of the Nashville and Decatur Railroad, president of a local savings bank, was an influential political figure in the region, and a loyal member of the Methodist Church in Pulaski.



**Thomas Martin**

The College moved to its current location in 1875 on seven acres purchased from Governor John C. Brown for \$16,000. For many years the College was operated as a four-year boarding college for women, with an elementary division for the children and young people of Pulaski. Many persons of influence are numbered among its illustrious graduates. Its first building stood near the site of Martin Hall. As the College grew, new facilities were added and the site of the campus expanded.

In 1908, an agreement was reached whereby the Board of Trustees transferred the property of the College into the hands of the Tennessee Conference of The Methodist Episcopal Church, South. The name was changed from Martin Female College to Martin College, and financial support for the institution, as well as its influence, began to increase. In 1938, the College became coeducational. The number of male students has grown until the student body shows a ratio of approximately half women and half men. As the College grew, adjoining property was purchased and added to the campus.

In 1983, the College constructed the Robert E. Curry Christian Life Center from the proceeds of a capital funds campaign. Martin Methodist College students, faculty, and staff, as well as persons from the community and the churches of the Tennessee Conference, use the center.

In April, 1986, the Board of Trustees added the word "Methodist" to the college's name. This addition affirms Martin's strong ties to The United Methodist Church and clearly states the values of the Wesleyan tradition which undergird the college.

Martin Methodist College became a four-year institution beginning with the 1993-94 academic year. The decision by the Board of Trustees to become a baccalaureate-degree granting institution was one of the most far-reaching decisions in the history of the school and was implemented to expand and enhance the school's opportunities to achieve its objectives.

In 1998, the College purchased 44 acres 1.5 miles east of the main campus. Facilities for all outdoor athletic events will eventually be built on this East Campus.

In January of 1999, the Board of Trustees of Martin Methodist College made the momentous decision to seek growth in the size of the student body to at least 1,000 students. This decision set into motion a 10-year plan,

*Martin 2010*, which is necessary to accommodate the projected 2010 enrollment of 1,000-1,200 students. This plan includes the ability to offer expanded programs and services for students.

In April of 1999, the Center for Church Leadership was established by Martin Methodist College as part of its mission as a church-related institution of higher education. The center assists in the training and support of church leaders, both lay and professional, and has begun to provide an ambitious level of service to the churches of the region.

The College purchased the stately antebellum home of former Governor John C. Brown in 1995. The property is located on the east side of the campus adjacent to the men's dormitory. Damaged by age, fire, and winds, the home has been removed from the property. The College has reconstructed the historic home, now known as Herbert and Grace Grissom Colonial Hall, using as much of the original material from the old structure as possible. The building houses the administrative offices, reception and meeting rooms, and the Senator Ross Bass Archives.

## Campus and Buildings

The prevailing architecture of the campus is contemporary. **Martin Hall**, erected in 1957, houses the Center for Church Leadership, classrooms, offices, a 500-plus seat auditorium which also serves as The Martin, Pulaski's only first-run movie theater.

The **Dr. W. Harold Andrews Science Building**, constructed in 1959, houses classrooms and laboratories for biology, chemistry, and physics, and features a large lecture room. Offices for the science faculty are located in this building as well.

The **D. W. Johnston Center**, occupied in 1975, contains 16 classrooms, 16 faculty offices, the **Warden Memorial Library**, and a small multi-purpose auditorium. This building is the center of the educational activities for the college.

**Criswell Hall** was completed in the fall of 1964 and provides comfortable living quarters for women students. This building has a guest lounge, a resident lounge for the private use of the students, a laundry room, a chapel, and the resident counselor's apartment. It is located in an elevated position which commands a panoramic view of the campus from its front terrace.

**Upperman Hall** is the men's residence hall. The first wing of this building was constructed in 1951, remodeled in 1970, and underwent an upgrade in 2004. A second wing was added in 1970.

The **Starnes Student Union Building**, which was opened in 1968, contains a cafeteria, the RedHawk Café, student mailboxes, counseling offices, and the Learning Lab.

The **Robert E. Curry Christian Life Center**, opened in 1983 on the western edge of the campus, houses a gymnasium, an indoor pool, an indoor track, weight room, racquetball courts, and other physical education facilities. The sports medicine training room is located in the center. Intercollegiate volleyball courts are also located here. An outside sand volleyball court is located adjacent to the center.

The **Grissom Gazebo**, located at the east end of the Campus Green, is used for graduations, concerts, theatrical performances, and other outdoor events.

**Herbert and Grace Grissom Colonial Hall**, located beside Upperman Hall on the east end of campus, was dedicated in 2002. This \$1.75 million structure houses the administrative offices.

The **College Bookstore** is located on the southwestern edge of the campus, near the Robert E. Curry Christian Life Center. Originally a private residence, the building was completely renovated in 2004.

**Two student apartment buildings** were built beside the Robert E. Curry Christian Life Center in 2004 and opened for occupancy in January of 2005. A total of 116 student beds are available in the buildings, with each apartment housing four single bedrooms, two full baths, a small kitchen and dining area, and washer and dryer facilities.

The soccer complex is currently located on the **East Campus**. Facilities for all outdoor athletic events will eventually be built on this site.

Facilities available to the college community are not confined to the campus. Home baseball games are played in Sam Davis Park, and softball games in North End Park; both are owned by the City of Pulaski. Golf matches are played at Henry Horton State Park golf course. The golf team also practices and plays matches at Hillcrest Country Club in Pulaski. The tennis team practices and plays matches at both Magazine Road Park and Hillcrest Country Club.



# Admission to the College

Martin Methodist College offers an educational opportunity to men and women who have exhibited a reasonable degree of academic ability as evidenced by their high school grades and their scores on the ACT or SAT exams. Martin Methodist College is an equal opportunity educational institution and does not discriminate in its admission policy on the basis of race, color, sex, creed, national origin, or handicap. The Office of Admissions and Enrollment Management is responsible for administering admission policies.

Prospective students are encouraged to visit the campus and meet with an admissions counselor. Campus visits and interviews may be scheduled Monday through Friday 8:00 a.m. to 5:00 p.m. and on Saturday from 9:00 a.m. to 12:00 noon. To arrange an appointment, call the admissions office at 1-800-467-1273 or 931-363-9868. You may e-mail the office at [admit@martinmethodist.edu](mailto:admit@martinmethodist.edu) or visit the college web site at [www.martinmethodist.edu](http://www.martinmethodist.edu).

## Requirements for Admission

Students may be considered for admission to Martin Methodist College at the beginning of any academic term. Prospective students are encouraged to apply as early as possible after completion of the junior year of high school. Persons who have not graduated from high school may be considered upon successful completion of the high school level GED tests.

For admission to Martin Methodist College, students must fulfill at least two of the following requirements:

1. a composite score of 18 or above on the ACT or 750 or above on the SAT,
2. at least a 2.0 high school grade point average, or
3. rank in the top 50th percentile of their graduating class.

## Special Circumstances

Students who do not meet two of the previously stated requirements may be offered admission to the college by the Vice President for Enrollment Management if special circumstances exist. These students may be required to take a reduced class load during their first semester of attendance. Such students also will be subjected to placement testing, and required to take appropriate coursework to overcome any apparent deficiencies.

## Transfer Students

Students who have studied at another college or university are welcome to apply for transfer to Martin Methodist College. A transfer student must meet the same academic requirements expected of students who began their college careers at Martin Methodist College. Additionally, the student must be eligible to return to the last college or university attended. An official transcript of all previous college work must be submitted, and a high school transcript may be required. Transcripts will be evaluated on an individual basis and recognized courses taken at another college or university may be credited toward graduation. During the first semester of attendance, transfer students will be notified by letter of the courses accepted for transfer. Martin Methodist College does not transfer grades of "D" or lower except when a student has graduated with an Associate or Bachelor's degree with an overall GPA of 2.0 or above.

## Application Procedures

1. An official Application for Admission form must be completed in full. Forms may be secured from a high school guidance office or from the Office of Admissions, Martin Methodist College, Pulaski, Tennessee 38478. A non-refundable application fee of \$25.00 must accompany the application.
2. Official high school transcripts must be received by the college. Transfer students must submit transcripts of all high school and college course work.
3. The American College Test (ACT) or Scholastic Aptitude Test (SAT) must be taken and test battery scores must be sent to the college (ACT College Code 3986; SAT College Code 1449).
4. Resident students, upon notification of acceptance, must make a room deposit as indicated on the application. This deposit will become a breakage deposit which is refundable, provided there is no damage, at the end of the last term in residence.
5. Students who have not been enrolled at Martin Methodist College for a semester or a module must complete a re-admission application. Students who have been enrolled within the past calendar year will not be required to pay an application fee.
6. Applicants are expected to be present on their scheduled registration day.

## Pre-college Students

Students who wish to begin college work during the summer between their junior and senior years of high school may be admitted for regular college credit under the following conditions:

1. must have an overall academic average of 3.00 (B) or above in high school;
2. courses taken in the summer session must be chosen in consultation with their high school counselor, principal, and the Vice President for Academic Affairs of the college; and
3. college classes must supplement rather than duplicate their total high school program.

Such courses are not expected to apply toward high school graduation nor will they be considered as part of the entrance requirements for regular admission to Martin Methodist College, but they will apply as credit for those who may subsequently enter Martin Methodist College as regular students. The exception are courses taken through Dual Enrollment, in which seniors from Giles County High School or Richland High School take a college-level course taught by a Martin Methodist College faculty member on the high school campus. Upon successful completion, the student will receive both credit toward high school graduation and credit on a college transcript.

## Early Honors Admission

Highly qualified, mature high school students who have earned at least 12 units of high school credit (college preparatory work is strongly recommended) with a 3.25 grade point average on a 4.00 grading system may apply for early honors admission. Applicants must have taken the ACT or SAT and have unqualified recommendations from their high school officials. Applicants for the early honors admission program must schedule a conference

with the Vice President for Academic Affairs and Vice President for Enrollment Management before any final disposition can be made concerning acceptance as a first-year or special early honor student.

It is strongly recommended that students in this program begin their studies during the summer session, so that both they and the college have an opportunity to evaluate their maturity and degree of preparedness before the beginning of the fall semester.

## International Students

International students who show evidence of ability to communicate in English and to benefit from Martin Methodist College's educational program will be considered for admission. Evidence of English proficiency can be demonstrated by achieving a minimum score of 450 on the written, or 133 on the computerized version, or 45 on the new internet based version of the Test of English as a Foreign Language (TOEFL); or by successful completion of an English Language Institute approved by the College. A statement of financial responsibility is required. An official transcript of their last four years of academic work must also be submitted. Inquiries concerning studies in colleges in the United States may be directed to United States Embassies and Consulates. All international students must undergo placement testing prior to registration and, based upon performance, may be required to take classes in English as a Second Language (ESL).

## Veterans Affairs

Martin Methodist College is approved by the Tennessee Department of Veterans Services for study and veteran's assistance. The veteran seeking admission to the College should notify the Vice President for Student Affairs and Director of Financial Aid concerning eligibility under the various chapters of the G.I. Bill. All applicants for benefits are subject to Veterans Administration approval.

## Admission with Advanced Standing

Students may earn as many as 30 semester hours of credit toward graduation through CLEP tests, by-pass examinations, and the Advanced Placement Program. The total amount of credit earned in this manner must be reduced by the number of semester hours earned by correspondence courses.

CLEP tests, by-pass examinations, and any form of Advanced Placement Tests may not be used to pass a course that has been failed, or in which a student is currently registered. No student will be allowed to take by-pass examinations who has not first submitted a completed application and paid the fee of \$150 for each examination.

## Advanced Placement

Students may be granted credit on the Advanced Placement Examinations administered by the College Entrance Examination Board (CEEB) Advanced Placement Program offered through their high schools. Hours earned in this manner will apply toward the total hours required for graduation. Grades of satisfactory (P) will be assigned, but will not be included in the grade point average. Credit will be awarded in the various subject areas as follows:

| <i>AP Exam</i>          | <i>AP Score</i> | <i>Hours Credit</i> | <i>Course Equivalency</i> |
|-------------------------|-----------------|---------------------|---------------------------|
| Art History             | 3 or higher     | 6                   | ART 121-122               |
| Biology                 | 3 or higher     | 8                   | BIO 111-112               |
| Calculus AB             | 3 or higher     | 5                   | MAT 241                   |
| Calculus BC             | 3 or higher     | 5                   | MAT 141                   |
| Calculus BC             | 3 or higher     | 10                  | MAT 241-242               |
| Chemistry               | 3               | 4                   | CHEM 111                  |
| Chemistry               | 4 or higher     | 8                   | CHEM 111-112              |
| Computer Science        | 3 or higher     | 3                   | SYS 120                   |
| English                 | 3 or higher     | 6                   | ENG 101-102               |
| History                 |                 |                     |                           |
| Western Civilization    | 3 or higher     | 6                   | HIS 111-112               |
| American History        | 3 or higher     | 6                   | HIS 201-202               |
| American Government     | 4 or higher     | 3                   | HIS 221                   |
| French, Spanish, German | 3 or higher     | 6                   | FLG 221-222               |
| Music                   | 3 or higher     | 6                   | MUS 101, 102              |
| Physics                 | 4 or higher     | 4                   | PHY 241                   |

## College-Level Examination Program (CLEP)

Credit may be awarded for acceptable scores on certain subject area examinations of the College-Level Examination Program (CLEP) of the College Entrance Examination Board. Credit will be awarded only for comparable courses offered at Martin Methodist College. Although not given at Martin Methodist College, these examinations can be taken at any of several test centers in the surrounding area. Fees are set by CLEP, and the student is responsible for scheduling such examinations. Students who are interested in taking such examinations should check with the Vice President for Academic Affairs and the appropriate division chairperson before arranging to take such an examination. Credit will be given only in those areas in which comparable courses are offered at Martin Methodist College. A nominal administrative fee will be charged for the handling and recording of credit for each examination successfully completed. Transfer students must have copies of CLEP scores sent by the CLEP Testing Center to Martin Methodist College for evaluation. For subject exams, a minimum score of 50 is required, and in some areas a written essay is required in addition to the subject examination.

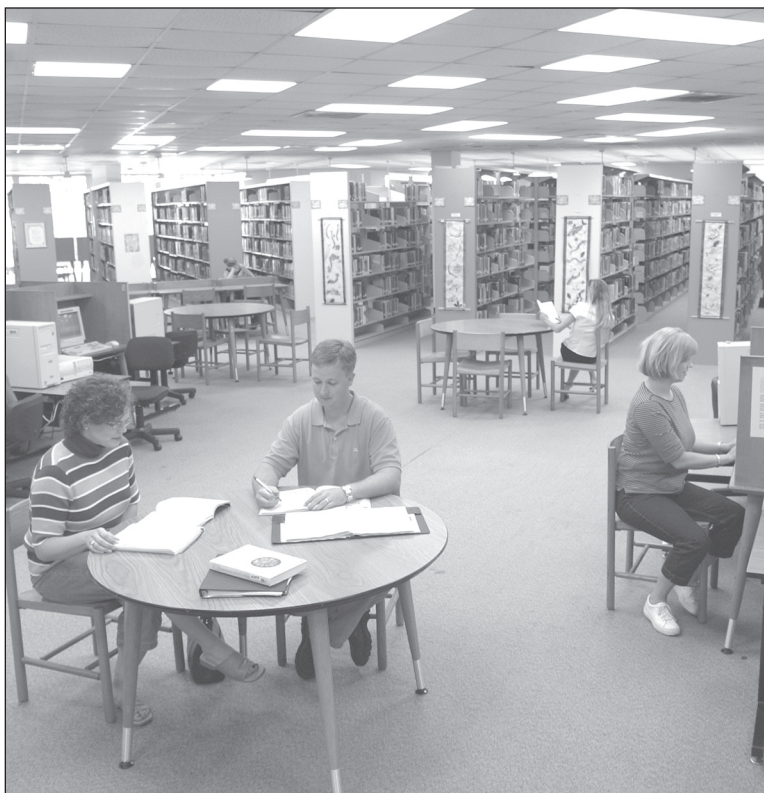
## By-Pass Examinations

A limited number of Departmental Examinations are available to students who qualify to attempt to by-pass courses. Requests to by-pass a course will be considered only for lower level courses, and the student must be able to document prior experiences that would justify a by-pass attempt. No more than six hours may be earned in this manner. A grade of "P" is entered on the transcript when credit is earned. In order to receive credit the student

must petition the appropriate faculty member to request a by-pass examination(s). The student also must have approval of the Division Chair and the Academic Dean before such a test may be given. The student must earn a grade of “C” or better on the examination(s) to receive credit. Students cannot take a by-pass examination for a course in which they are currently enrolled or for a course in which they have received a grade of “F”. Students will be expected to furnish evidence of laboratory or field experiences in order to by-pass a course in which such experiences are required. Students must pay a fee to by pass a course, and if enrolled only part-time or if the hours received would cause the semester credit hour load to exceed 18 hours, must pay for the credit hours received.

## Credit for Educational Experiences in the Armed Forces

All veterans must submit a copy of the D.D. Form 214 or as part of their admissions process. Credit toward a degree may be granted to those students whose D.D. Form indicates a period of continuous active duty for at least 90 days. Two semester hours will be granted for basic training or its equivalent, and it will be considered as credit in physical education. Additional credit for training in formal service schools will be granted on the basis of recommendations published in “A GUIDE TO THE EVALUATION OF EDUCATIONAL EXPERIENCES IN THE ARMED SERVICES” or the recommendations of the Commission on Accreditation of Service Experiences insofar as the recommended credit can be evaluated as equivalent to a specific Martin Methodist College course.



**Students congregate in Warden Memorial Library, located on the ground floor of Johnston Academic Center.**



# Expenses

Martin Methodist College is a non-profit institution of Christian higher education supported financially by the Tennessee Annual Conference of The United Methodist Church; by income from endowment; by tuition; and by gifts from individuals, business concerns, foundations, and other organizations interested in the cause of independent higher education.

Tuition is due and payable at registration at the beginning of each session. Students are charged according to the number of semester hours attempted. No student will be admitted to class until arrangements concerning settlement of tuition have been made with the Business Office.

## Table of Expenses

### *Academic Charges / 2006-07*

|  |             |
|--|-------------|
| Full-time tuition, per year (12-18 semester hours) .....             | \$15,041.00 |
| Part-time tuition, per credit (1-11 semester hours) .....            | 629.00      |
| Overload tuition, per credit (19 semester hours & above).....        | 330.00      |
| Art Lab fee, per course.....   | 30.00       |
| Science lab fee, per course.....                                     | 30.00       |
| Computer lab fee, per course .....                                   | 30.00       |
| Nursing lab fee, per course .....                                    | 50.00       |
| Nursing fee, per term .....  | 75.00       |
| Special music lesson fee, per credit .....                           | 80.00       |
| Drop/add fee (each time schedule is changed).....                    | 25.00       |
| Late registration fee .....  | 55.00       |
| Audit course charge (per credit hour) .....                          | 60.00       |
| Directed study fee (in addition to tuition), per hour .....          | 120.00      |
| By-Pass Examination fee, per hour (plus tuition if applicable) ..... | 55.00       |
| Student teaching/ Sport Management Intern fee.....                   | 220.00      |
| Evening college tuition, per semester hour .....                     | 330.00      |
| Late registration fee, evening college .....                         | 25.00       |
| Computer literacy test fee .....                                     | 25.00       |

### *Residential Charges*

|   |          |
|---|----------|
| Room & Board, Residence Halls (double occupancy) - per year ..... | 5,600.00 |
| Room & Board, Residence Halls (single occupancy) - per year ..... | 5,800.00 |
| Room & Board, Apartment - per year (per person) .....             | 6,000.00 |
| Residence Hall damage deposit, per year .....                     | 125.00   |
| Residence Hall room key deposit, per key.....                     | 15.00    |

### *Activity Charges*

|   |        |
|---|--------|
| Admission Application fee.....  | 25.00  |
| Comprehensive Fee (Full-time day students) .....                      | 350.00 |
| Replacement Identification Card /Car Registration fee, per card ..... | 15.00  |
| ID/Parking Fee, Evening College .....                                 | 25.00  |
| Graduation fee (in semester of graduation).....                       | 120.00 |
| Additional degree at same time.....                                   | 25.00  |
| International student activity fee, per academic year.....            | 300.00 |

### *Other Program Charges*

|  |        |
|--|--------|
| Summer session 2006 tuition – per hour credit.....         | 150.00 |
| Residence Hall room Double Occupancy per month, 2006.....  | 250.00 |
| Residence Hall room Single Occupancy per month, 2006 ..... | 275.00 |
| Apartment per month, 2005 .....                            | 400.00 |

*All charges subject to change without notice*

# Refunds

## Excess Funds

No excess funds will be issued until a credit appears on the student's account. When financial aid—including scholarships, grants, loans, work study payments, etc.—has been received and a credit balance is generated, the student will be eligible for a refund.

## Withdrawal from College

All students who are withdrawing must inform the Business Office of their intentions. Each student will be given instructions regarding the withdrawal process.

## Tuition Refund

Students who drop a class or withdraw from all classes during an enrollment period will receive a refund based on the following schedule. For students who receive federal financial aid and withdraw, drop out, or are dismissed from school, a refund will be calculated based on federal guidelines for returning Title IV funds and the following schedule. The following information is a basic outline. Full regulations are on file in the Business Office. Refund examples are also available in the Business Office and will be provided upon request. Credit for institutional charges for fall and spring semesters, as well as for each module or term of Evening College and Summer School, will be made according to the following schedule:

- *On or before the first day of class (Class never attended) – 100%*
- *Through the end of the first 15% period of enrollment – 90%*
- *Through the end of the first 30% period of enrollment – 50%*
- *Through the end of the first 60% period of enrollment – 25%*
- *AFTER the 60% period of enrollment – NO REFUND*

Charges are prorated from the first scheduled class period until actual withdrawal. There is no credit for temporary absences. Dropped labs or special fees will be prorated based on the above schedule. No credit for tuition charges will be given to anyone who is suspended for disciplinary reasons unless the student is a federal financial aid recipient. In that case, the refund will be according to federal regulations.

Institutional aid refunds will be calculated on the same basis as tuition (stated above). In no case will institutional funds generate a refund greater than the amount of personal funds received. Dropped courses are calculated on the same schedule as withdrawals. If a course dropped before the end of a refund period causes a student to become less than a full-time student, all institutional aid is forfeited and federal financial aid will be calculated based on the number of hours attempted after the course is dropped. A “return of Title IV funds” calculation will be made only when a student withdraws from all courses.

## Room and Board Refund

When a student withdraws or moves out of the dorm, a prorated portion of the semester's room and board charge, beginning with the date of non-occupancy of the room, will be refunded.

## Students Receiving Title IV Funds

All students receiving federal financial aid are subject to federal regulations enforced by the Department of Education. The following procedure is used in determining the amount of federal financial aid to be returned to Title IV programs:

1. The date of withdrawal is determined.
2. The percentage of the payment period or period of enrollment attended by the student is determined.
3. The amount of Title IV aid earned by the student is determined by multiplying the total Title IV aid for which the student was eligible by the percentage of time enrolled.
4. The amount earned is compared to the amount disbursed. If the amount earned is greater than the amount disbursed, then a post-withdrawal disbursement must be made if the student is eligible for a “late disbursement.” If the amount disbursed exceeds the amount earned, the Title IV aid must be returned.
5. The responsibility for returning unearned aid is allocated between the institution and the student according to the portion of disbursed aid that could have been used to cover institutional charges and the portion that could have been disbursed directly to the student once institutional charges are covered.
6. The institution must return the unearned aid. Unearned Title IV aid is distributed back to the Title IV programs from the institution as required by federal guidelines in the following order: Unsubsidized Federal Stafford Loan, Subsidized Federal Stafford Loan, Federal Perkins Loan, Federal PLUS, Federal Pell Grant, Federal SEOG, other Title IV programs.
7. If the amount that the institution is responsible for returning is less than the total amount of aid that needs to be returned, the student is responsible for the remainder. The order of the return of funds by the student is as follows: Unsubsidized Federal Stafford Loan, Subsidized Federal Stafford Loan, Federal Perkins Loan, Federal PLUS, Federal Pell Grant x 50%, other Title IV programs (x 50% for grant funds).

## Dropped Courses

Dropped courses are calculated on the same refund schedule as withdrawals. If a course dropped before the end of the refund period causes a student to drop below full-time status, all institutional aid is forfeited and federal financial aid will be calculated based upon the number of hours remaining after courses are dropped.

## Refund Appeals

A student who has unusual, exceptional, and/or extenuating circumstances involved in their withdrawal from college may appeal the refund determination in writing within thirty (30) days from the date of withdrawal. The appeal will be considered by a committee composed of the President of the College, Vice President for Student Affairs, Vice President for Finance and Administration, a member of the faculty, and a member of the student body. In no case will money be refunded to a student while that student owes money to the college.

# Financial Aid

## How to Apply for Financial Aid

Application for financial aid should be made as early as possible. Late applications can only be considered within the availability of funds.

The following steps should be taken in applying for financial assistance to attend Martin Methodist College.

1. All students **MUST** submit an Application for Admission to Martin Methodist College before their applications for financial aid will be processed. Both of these forms are available from the Office of Admissions.
2. An applicant who is a Tennessee resident must mark the appropriate residence question on the Free Application for Federal Student Aid (FAFSA). This (FAFSA) form allows the student to apply for the Tennessee Student Assistance Award (TSAA) and the Pell Grant at the same time. This form is also required to receive a Tennessee Education Lottery Scholarship. These forms may be obtained from Tennessee high school guidance offices, the Admissions Office at Martin or you can apply on-line. You must first obtain two pin numbers, one for the student and for one parent. The pin number is your on-line signature for the on-line FAFSA. Go to **www.pin.ed.gov** to apply for these pins. Once received go to **www.fafsa.ed.gov** to do your FAFSA on-line. **THIS IS A FREE SERVICE**, be sure you use the extension ed.gov or you will go to a *non-government* site that is *not* free and probably *not* safe.
3. Out-of-state applicants who are not Tennessee residents should complete the Free Application for Federal Student Aid to be considered for the Pell Grant and other assistance. This form is available in high school guidance offices. Out-of-state applicants will not be eligible for the Tennessee Student Assistance Award.
4. For further information, contact the Director of Student Financial Aid, Martin Methodist College, Pulaski, Tennessee 38478-2799.

## Special Notes and Requirements

- A. All financial aid awards are made on a one-year basis. **STUDENTS MUST RE-APPLY FOR FINANCIAL AID EACH ACADEMIC YEAR.**
- B. The priority deadline for application for financial aid is March 1 prior to the academic year for which aid is requested.
- C. Students must be enrolled on at least a half-time basis (6 semester hours) to be eligible for federal or state financial aid. A student must be a full-time (at least 12 semester hours) day student to be considered for institutional financial aid.
- D. Students are required to meet the retention standards outlined in this catalogue to remain eligible to receive Title IV financial aid funds. Student may obtain federal financial aid funds for a maximum of twelve semesters as full-time students at Martin Methodist College if their grade point averages are at the proper level for retention in the college.
- E. Students receiving scholarships awarded on academic achievement must attain a 3.0 grade point average for the first year to be eligible for renewal of the scholarship for the subsequent year.
- F. Good citizenship and moral character are required of all students who receive aid underwritten by the college (i.e., academic, athletic, drama, music scholarships, etc.).
- G. Financial need is defined as the reasonable cost of education minus the student's available resources, the

prime sources for these being the student and his/her family. College aid serves to supplement personal resources.

- H. The submission of a Free Application for Federal Student Aid alone does not constitute an application. A Martin Methodist College Student Financial Aid Application is also required.
- I. Students have the right to appeal financial aid decisions to the Admissions and Financial Aid Appeals Committee.

## **Grants**

### **Federal Pell Grants**

This is a grant program for undergraduate students who have a demonstrated financial need. The amount of the award is based on determination of the student's eligibility and the cost of attendance at the college. To apply for this grant a Free Application for Federal Student Aid (FAFSA) is required. The form may be obtained from high school guidance offices or the Student Financial Aid Office at Martin. Approximately three weeks after submitting the paper FAFSA, the student should receive a Federal Pell Grant Student Aid Report (SAR). For students who apply on-line the turnaround time is considerably shorter. A Martin Methodist College Student Financial Aid Application should also be submitted to the Student Financial Aid Office.

*Note: Students applying for any institutional assistance must apply for this grant.*

### **Federal Supplemental Educational Opportunity Grant (FSEOG)**

These grants are awarded to students with exceptional financial need. The Martin Methodist College Student Financial Aid Application and FAFSA must be submitted. Secure these from high school guidance offices or the Martin Methodist College Student Financial Aid Office or go on-line. See #2 under "How to Apply for Financial Aid" above for details.

### **Tennessee Student Assistance Award (TSAA)**

This is a grant program available to Tennessee residents with financial need who are attending Tennessee institutions. These grants are administered by the Tennessee Student Assistance Corporation (TSAC), Nashville, Tennessee. The Free Application for Federal Student Aid (FAFSA) is required for consideration for this grant. Forms may be secured from high school guidance offices, the Student Financial Aid Office of the college or you can go on-line. See #2 under "How to Apply for Financial Aid" above for details.

### **Tennessee Lottery Scholarship**

Students graduating from qualified Tennessee high schools may receive lottery-funded awards if they achieve an ACT Score of 21, or a 3.0 unweighted grade point average. The scholarships are awarded to students who graduate in 2003 or later, who enroll in a timely manner and who attend a Tennessee institution of higher education. This scholarship is renewable for up to four (4 years) if the student meets the yearly requirements set by the state of Tennessee. The FAFSA is required for this scholarship. See #2 under "How to Apply for Financial Aid" above for details.

## Federal College Work-Study Program (FCWSP)

This is a federal work program designed to assist students with demonstrated financial need who must earn part of their educational expenses. Students work on campus for an hourly wage, the number of hours per week being dependent upon the amount of the work-study award. A Martin Methodist College Student Financial Aid Application and FAFSA are required. These are available in high school guidance offices, the college's Student Financial Aid Office or you can go on-line. See #2 under "How to Apply for Financial Aid" above for details.

## Student Loans

### Federal Stafford Loan

This is a federal loan program which allows a student to borrow a maximum of \$2,625 per year for the first year, \$3,500 for the second year and up to \$5,500 for the third and fourth years. To apply for this loan, one must be admitted to and in at least half-time attendance in good standing at an eligible institution. A FAFSA is required to be eligible for this loan.

### United Methodist Student Loan Fund

An applicant for this loan must be a member of The United Methodist Church, a United States citizen, admitted to a degree program at an accredited U.S. institution, and must maintain at least a "C" average. A student enrolled at Martin may borrow a maximum of \$2,500 per year at a fixed interest rate. Repayment must begin six months after the borrower ceases college enrollment and may extend for a maximum of six years. Applications may be obtained from Student Loans and Scholarships, Board of Higher Education and Ministry, The United Methodist Church, P. O. Box 871, Nashville, TN 37202.

## Scholarships

The following scholarships are administered by the Director of Student Financial Aid, Martin Methodist College and require a Martin Methodist College Student Financial Aid Application and a FAFSA.

**ACADEMIC SCHOLARSHIPS:** Scholarships are awarded annually to students who have exhibited outstanding overall academic achievement in high school, and to students who have outstanding college entrance test scores.

**JOHN MARK ALLEN MEMORIAL SCHOLARSHIP:** Established in memory of John Mark Allen by The Reverend and Mrs. Paul Allen, this scholarship is awarded to a member of the United Methodist Church.

**ALUMNI SCHOLARSHIP FUND:** This fund was established by the Martin Methodist College Alumni Association. Recipients of the scholarship may be recommended by an alumnus. Decisions as to recipients will be determined by the Executive Council of the Martin Methodist College Alumni Association.

**ALUMNI SCHOLARSHIP (CLASS OF 1941):** Established at the 1991 reunion of classes 1939-1941, this scholarship gives preference to descendants of those alumni who attended Martin in the years 1939-1941.

**ALUMNI SCHOLARSHIP (CLASSES OF 1955 AND 1956):** Funds collected from the classes of 1955 and 1956 are available to descendants for scholarships.

**HAROLD AND JEWEL ANDREWS SCHOLARSHIP:** Begun in 1990 by Robert and Dawn Gallaher in honor of Dr. and Mrs. Harold Andrews, this scholarship will be awarded to a White County student. The Gallagher's select the recipient for this scholarship.

**GEORGE ANDREWS SCHOLARSHIP:** Applicants must be committed to a full-time, church related vocation and have achieved a "B" average in high school scholastic work.

**ATHLETIC GRANTS-IN-AID:** Applicants must demonstrate outstanding athletic ability in addition to an acceptable high school average. The decisions concerning athletic grants are made by the coaches of each sport.

**RUSSELL BAILY SCHOLARSHIP:** This endowed scholarship was established in memory of Russell Bailey by the Bailey family in 2001. The awards shall be made considering each applicant's scholastic achievements, education goals, recommendations regarding leadership in school and community, and character. Priority shall be given to graduating seniors of Giles County High School.

**ESTHER BANKS MEMORIAL SCHOLARSHIP:** This scholarship, endowed by Mrs. Esther Banks, longtime resident of Morrison, Tennessee, is used to assist outstanding United Methodist students in financing their education.

**BASS MEMORIAL SCHOLARSHIP:** This scholarship was established by Mr. and Mrs. E. I. Bass to make funds available to students with demonstrated financial need.

**HENRY BASS FAMILY ENDOWED SCHOLARSHIP:** This scholarship was established in honor of the Henry Bass Family and descendants. Recipients will be selected by the college in conjunction with one or more representative(s) of the family. Recipients must be graduates of a high school in Giles County and be pursuing a degree in education.

**BELLGRAU SCHOLARSHIP FUND:** This scholarship, established by Raymond and Julia Bellgrau, is to be given to a non-athlete. This scholarship is endowed.

**THOMAS F. BOOTH AND MERLE VAN ZANDT BOOTH SCHOLARSHIP:** This scholarship was established to assist premedical and music majors in their education at Martin Methodist College. This scholarship is endowed.

**BOZEMAN SCHOLARSHIP:** Applicants for this scholarship established in memory of John A. Bozeman, Jr. must be of high character. This is an endowed scholarship.

**HARRIET AND HUGH BRALY MEMORIAL SCHOLARSHIP:** A scholarship in memory of Harriet and Hugh Braly was endowed in 1988 by Dr. and Mrs. John M. Huie. This scholarship is designed for a Giles County student entering the ministry who shows both need and academic promise.

**ERNEST E. AND MINNIE O BROWN SCHOLARSHIP:** This fund was set up by Ernest E. and Minnie O. Brown of Shelbyville. This is an endowed scholarship for worthy recipients.

**THE CARDER SCHOLARSHIP FUND:** This scholarship was established in September 2000 to honor Bishop and Mrs. Kenneth Carder upon their completion of eight years of extraordinary service to the Tennessee Conference of United Methodism. First priority shall be given to students who are preparing for a career in a church vocation. Recipients are selected by the Center for Church Leadership (CCL).

**S. S. CHAPMAN MEMORIAL SCHOLARSHIP:** This scholarship is to be awarded annually to a student from DeKalb County Tennessee.

**COFFEE COUNTY ENDOWED SCHOLARSHIP:** This fund is designed to assist residents of Coffee County, Tennessee.

**ALICE J. COLEMAN SCHOLARSHIP FUND:** Pen Women Civic Club of Pulaski honored their president, Mrs. Alice J. Coleman, by establishing this scholarship at Martin. It is a part of the permanent endowment.

**W. D. AND HARRIET COMPERRY ENDOWED SCHOLARSHIP:** Established in 1993 by Reverend and Mrs. W. D. Comperry, longtime minister in the Tennessee Annual Conference and trustee at Martin Methodist College, this endowed scholarship may be awarded to a needy student who demonstrates academic promise.

**COOK MEMORIAL SCHOLARSHIP:** This scholarship was established by family and friends of Reverend C. B. Cook to honor his many years of devoted service to the Tennessee Conference and Martin Methodist College. The recipient must be a person of good citizenship and strong moral character and must make satisfactory academic progress. It is a part of the permanent endowment.

**THE ROBERT E. CURRY MEMORIAL SCHOLARSHIP:** This endowed scholarship was established by the family and friends of Mr. Robert E. Curry. The recipients of this annual scholarship must be deserving students and Giles County residents.

**JOE C. DAVIS FOUNDATION FELLOWS WORKSHIP:** Selected on the basis of academic promise, good character, leadership qualities, and financial need, the student receiving this workshop shall be assigned to a campus job.

**IKE & JEANETTE DENBO ENDOWED SCHOLARSHIP:** This scholarship, established by Mr. and Mrs. Ted Lipman, is designed to assist students with a financial need and is part of the General Scholarship Fund.

**THE MARY AND WILLIAM DUGGER ENDOWED SCHOLARSHIP:** Established in 1994 by Dr. and Mrs. Gregory Dugger, this is an athletic scholarship in men's basketball. The head men's basketball coach, in consultation with the Director of Financial Aid, shall be responsible for the selection of recipients.

**JOHN S. DUVAL MEMORIAL SCHOLARSHIP:** Established in 1992 in memory of John S. Duval, this scholarship gives preference to a church vocations major and/or a baseball player.

**RUBY EDENS TEACHING SCHOLARSHIP:** Preference is given to a student planning to teach. This scholarship was established in 1992 in memory of Ruby Edens.

**THE ANNIE MAE EDWARDS MEMORIAL SCHOLARSHIP:** Given by Mrs. Irene Roberts in memory of Miss Edwards, a retired school teacher and member of First United Methodist Church, Hohenwald, this scholarship will be applied each school year to a United Methodist Scholarship.

**VESTA ELKINS ENGLAND ENDOWED SCHOLARSHIP:** This endowed scholarship will be awarded to a student with financial need who possesses good character and who is a diligent student.

**H. ELLIS FINGER AND MAMIE LEE FINGER EDUCATION ENDOWMENT SCHOLARSHIP FUND:** The Tennessee Annual Conference established this endowed scholarship fund to honor Bishop and Mrs. Finger. The fund is to aid worthy students of the Tennessee Annual Conference of The United Methodist Church.

**FIRST FARMERS AND MERCHANTS NATIONAL BANK SCHOLARSHIP:** Established in 1994 by First Farmers & Merchants Bank in Columbia, TN for students attend Martin Methodist College from Maury, Marshall, Lawrence or Hickman Counties with preference being given to a student transferring from Columbia State Community College to Martin.

**MRS. W. RALPH FLETCHER, SR. SCHOLARSHIP:** This scholarship was established in 1982 by Ralph and Kathryn Fletcher in memory of his mother, Mrs. W. Ralph Fletcher, Sr., to assist a needy student of good character and academic preparation.



**THE FLOYD FUND:** This scholarship, established by Minnie Mary Floyd, is awarded annually as part of the General Scholarship Fund to a deserving student.

**FLOYD & SARA FORD ENDOWED SCHOLARSHIP:** Established by Dr. and Mrs. Floyd Ford of Clarksville, Tennessee, this award is designed to benefit a Montgomery County or Clarksville District student who is entering a church-related vocation.

**DR. & MRS. RAY FRAZIER ENDOWED SCHOLARSHIP IN CHURCH VOCATIONS:** This fund was established in 1997 by the Fraziers to provide scholarships to students in one of four Church Vocations areas: Pre-Seminary, Church Business Administration, Christian Education, or Church Music. Priority shall be given to the area of Pre-Seminary.

**GILES COUNTY SCHOLARSHIPS:** These scholarships are designed to assist residents of Giles County. Applicants are required to complete the financial aid application before Giles County Scholarships can be awarded.

**LARRY GILLESPIE SCHOLARSHIP:** Established in memory of Larry Gillespie, this scholarship was created to assist a student graduating from Elkton School.

**TOMMY GORDON ENDOWED MEMORIAL SCHOLARSHIP:** Established in memory of Tommy Gordon by his wife Mrs. Tommy Gordon, this scholarship is for students who have financial need.

**HERBERT AND GRACE GRISSOM SCHOLARSHIP:** This scholarship is awarded on the basis of outstanding scholarship and citizenship.

**EDISON DRAUGHON GUTHRIE ENDOWED SCHOLARSHIP FUND:** This scholarship was established by Jacquelyn Draughon Guthrie in honor of her son, Edison Draughon Guthrie. Preference for this scholarship will be accorded to deserving students who are preparing to enter the ordained ministry of the United Methodist Church.

**JACQUELYN DRAUGHON GUTHERIE ENDOWED SCHOLARSHIP:** This endowed scholarship is designed for a student who demonstrates financial need and who is planning a career in some aspect of church vocations.

**MRS. MORRIS (THELMA) HARWELL MEMORIAL SCHOLARSHIP:** Family and friends of Mrs. Thelma Harwell established this scholarship at the time of her death. The recipient is to be a Giles Countian with outstanding ability and character who has need for financial assistance, preferably a mathematics major.

**JOE W. HENRY MEMORIAL SCHOLARSHIP:** This fund, established by friends and family upon Justice Henry's death, is to be awarded annually to a Tennessee student. That student must have a cumulative high school average of B, and to qualify for the scholarship in the second year at Martin, must maintain a 3.0 average during the freshman year. The student must be of good moral character and possess a sense of genuine humanitarian concern.

**D. E. HILL AND SON SCHOLARSHIP FUND:** Established by D. E. Hill, Sr. and D. E. Hill, Jr., this permanently-endowed scholarship is to be awarded annually to deserving students from Lawrence or Giles County.

**ED AND LOUISE HOWARD SCHOLARSHIP:** Established to honor Ed and Louise Howard, this scholarship goes to a needy graduate of one of the Giles County high schools.

**FLENOY AND JEWEL JOHNSON ENDOWED SCHOLARSHIP:** This fund was established as a memorial to the life and accomplishments of Flenoy and Jewel Johnson. Priority recipients are members of the Choates Creek UMC and Giles County residents.

**FRANCES LANIER JOHNSON ENDOWED SCHOLARSHIP:** This scholarship serves to aid a Giles County female majoring in education.

**NORMA JOHNSTON SCHOLARSHIP:** Given by Archie Johnston in memory of his wife, this scholarship was endowed in 1987. It is designed for Giles County students, with preference given to a student from Rehobeth United Methodist Church.

**KEYES/HARRISON SCHOLARSHIP:** The fund was given by Mrs. Margaret Keyes Harrison to Martin Methodist College in memory of her parents, Charles E. and Maude P. Keyes, and is a part of the permanent endowment. The annual income shall be expended in support of scholarships for international students.

**LINCOLN COUNTY ENDOWMENT:** The first priority of this fund is to aid a United Methodist student from Lincoln County.

**WALTER F. LOWE MEMORIAL SCHOLARSHIP:** Connell Memorial United Methodist Church established a scholarship to memorialize Mr. Walter F. Lowe who gave thirty years to education and teaching. The scholarship is a part of Martin's permanent endowment and the recipient is to be a deserving student.

**BERTHA ELLIS LUTON MEMORIAL SCHOLARSHIP:** This scholarship was established by Mr. Herbert W. Luton, Sr. and friends of the McKendree United Methodist Church in Nashville in memory of Mrs. Bertha Ellis Luton, wife of Mr. Herbert W. Luton, Sr. Recipients of the scholarship must have a demonstrated financial need. This is an endowed scholarship.

**CELENE SUTTON McCORD ENDOWED SCHOLARSHIP:** This scholarship was established by Mr. T. Sanders McCord in memory of his wife. The recipient of this scholarship should be planning a career in church vocations and should demonstrate financial need.

**ORPAH HAZELWOOD McLEAN SCHOLARSHIP:** The recipient of this scholarship shall be majoring in music or nursing. It is a part of the permanent endowment.

**L. DOYLE MASTERS SCHOLARSHIP:** This scholarship is provided annually for a worthy student from the Tennessee or Memphis Conference areas of The United Methodist Church.

**MINISTERIAL DEPENDENT:** Dependents of United Methodist ministers receive grants in the amount of one-half of their tuition costs.

**JAMES R. & MIRIAM MOON SCHOLARSHIP FUND:** Established in 1996 by Mr. James P. Moon as a tribute to the lives and accomplishments of James R. and Miriam Moon, this scholarship is designed for students from Marshall County, Tennessee.

**H. E. AND ANNIE LEE MOORE ENDOWED SCHOLARSHIP:** Established in 1993 by the children and grandchildren of H. E. and Annie Lee Moore, this endowed scholarship may be awarded for one academic year and extend for three years. Preference will be given to students of financial need who are preparing to enter careers of service to others.

**WILLIAM H. "BILL" MOSS MINISTERIAL SCHOLARSHIP FUND:** A fund was created to honor a longtime minister of the United Methodist Church. Proceeds from this fund aid students who are preparing for the United Methodist ministry.

**THE MARTHA C. NICKELL ENDOWED SCHOLARSHIP:** This scholarship was established in 1994 by The Reverend Marcus P. Nickell in honor of his wife Martha C. Nickell. Recipients must demonstrate financial need and shall be selected on the basis of personal character and potential for success in college.

**WILLIAM & MARY OMOHUNDRO SCHOLARSHIP FUND:** This scholarship was established by Mr. and Mrs. James P. Moon as a tribute to Mr. and Mrs. William Omohundro. It is for students who demonstrate need, good character, and outstanding academic progress.

**OCTA PATTERSON MEMORIAL SCHOLARSHIP:** This scholarship is available to a United Methodist student from Marshall County who enrolls at Martin Methodist College. It is awarded by the ministers of Marshall County.

**MAMIE PAYSINGER MEMORIAL SCHOLARSHIP:** This scholarship is awarded annually to a resident of Giles County who has a need for assistance and who is capable of maintaining satisfactory academic achievement. This is an endowed scholarship.

**THE VELMA B. PAYSINGER SCHOLARSHIP:** This Scholarship was established by Carolyn Paysinger Crigger and Howard Chuck Paysinger in honor of their mother Velma B. Paysinger. Preference shall be given to Childhood Learning majors, and priority shall be given to members of the Velma B. Paysinger family regardless of course of study selected at Martin Methodist College.

**OLA MAE POTTS SCHOLARSHIP FUND:** This scholarship was established by Miss Potts' sister, Miss Ruby Potts. The recipient of this scholarship must be pursuing a career in teaching, law, or church-related vocations.

**MRS. ALLA MAI RAY AND BERNICE RAY SCHOLARSHIP:** This scholarship is awarded annually, with special consideration given to students from Shelbyville or Bedford County.

**WILLIE R. RAYBURN MEMORIAL SCHOLARSHIP:** Established in 1990 to honor Mrs. Willie Ray Rayburn, Martin science teacher from 1950-1969, this scholarship is awarded to an incoming science major.

**THOMAS G. READ MEMORIAL SCHOLARSHIP:** This scholarship was established as a memorial to the life and accomplishments of Thomas G. Read, a long-time professor of chemistry at Martin Methodist College. Recipients shall be residents of Tennessee who are pursuing a career in a science-related field.

**KAY RITTER MEMORIAL SCHOLARSHIP FUND:** Established as a tribute to the life and accomplishments of Kay Ritter, this scholarship is intended to support students who plan careers in health care.

**JAMES G. AND CHARLOTTE HAMILTON ROBINSON SCHOLARSHIP:** This endowed scholarship is available for tuition and other necessary educational expenses for students who, in the discretion of Martin Methodist College, are deemed worthy.

**THE O. LEE ROGERS AND MAEDELLE BANKS ROGERS MEMORIAL TRUST:** This scholarship was established through the estate of Maedell Banks Rogers in 1995. Income from this trust shall be used to provide scholarships to students at Martin Methodist College, with preference being given to a student(s) from Cannon, County. Should there be no students from Cannon, County, the college may award the scholarship in keeping with standard scholarship award procedures.

**DANIELLE SELF SCHOLARSHIP:** Created in 1992 by Mrs. Edwina Self in honor of her deceased daughter, Danielle, this scholarship goes to a student who is entering the nursing program and who maintains a 3.0 grade point average.

**JENNIFER GUTHRIE SMITH ENDOWED SCHOLARSHIP FUND:** This scholarship was established by Jacquelyn Draughon Guthrie in honor of her daughter Jennifer Guthrie Smith. Preference for this scholarship will be accorded to deserving students who are preparing for ministry to the United Methodist Church in the area of Christian Education.

**KERMIT SMITH ENDOWED ATHLETIC SCHOLARSHIP:** Established by alumni Donnel Newman and J. B. Baker in honor of Dr. Kermit Smith, who served as coach and athletic director at Martin for over 40 years, this scholarship is to be awarded to a member of the men's basketball team.

**ROBERT C. SMITH ENDOWED SCHOLARSHIP FUND:** This scholarship is designed to assist students who are planning careers in business. Accordingly, recipients should be enrolled in an academic major within the

D.W. Johnston School of Business. Recipients must be residents of Pulaski, Tennessee or Giles County.

**SUE SMITHFIELD BUSINESS SCHOLARSHIP:** First preference for this scholarship is to a student from Montgomery County majoring in business. The fund was established by Ron and David Smithfield to honor their mother and Martin graduate Sue Smithfield.

**THE SPAIN SCHOLARSHIP FUND:** This scholarship was established in March 2001 to honor bishop and Mrs. Robert Spain for their many years of extraordinary leadership and service to the United Methodist Church. First priority shall be given to students preparing for careers in church-related vocations, and those active in the Center for Church Leadership (CLC) programs. Recipients are chosen by the CLC.

**THE STARNES SCHOLARSHIP:** This scholarship was established in honor of Bill and Rosemary Starnes, former President and First Lady of Martin Methodist College and long-time friends of the institution.

**STOCKARD-BETHEL UNITED METHODIST CHURCH MEMORIAL SCHOLARSHIP:** This is an annual scholarship designed to aid a Martin Methodist College student.

**R. B. STONE SCHOLARSHIP FUND:** This fund is designed to assist needy students, with preference granted to those entering teaching or the ministry.

**STEPHEN LLOYD STONE MEMORIAL SCHOLARSHIP:** The Martin Methodist College Permanent Endowment received this scholarship in memory of Mr. Stephen Lloyd Stone, an outstanding United Methodist Layman of the Tennessee Conference.

**WILLIE MAE STANFILL STONE ENGLISH AWARD:** This scholarship is presented annually to a Martin Methodist College sophomore who has demonstrated outstanding ability in English composition during the freshman year.

**MR. AND MRS. A. J. SWINEY MEMORIAL SCHOLARSHIP:** This scholarship was established by Miss Ettie V. A. Swiney and Miss Sadie Swiney and is awarded annually to a student who has a need for assistance and who is capable of satisfactory academic achievement. This is an endowed scholarship.

**FLOY S. THRASHER SCHOLARSHIP:** Established through the Estate of Floy S. Thrasher, this scholarship will be awarded to needy and deserving students.

**THE RUTH McCALL TIGERT ENDOWED SCHOLARSHIP:** This scholarship was established in September 2001 by Ruth McCall Tigert's husband Robert Tigert and shall be awarded on the basis of need as demonstrated through the College's normal financial aid application procedures. Priority shall be given to students who are most deserving and needy.

**SADIE TILLMAN MEMORIAL SCHOLARSHIP FUND:** The United Methodist Women of the Tennessee Conference established this scholarship to assist students in attaining a college education.

**UNITED METHODIST SCHOLARSHIP:** Any full-time day student who is a member of a United Methodist Church is eligible to receive a scholarship to attend Martin Methodist College.

**UPPERMAN SCHOLARSHIPS:** Applicants must be students of acceptable scholastic ability and high moral character. These are endowed scholarships.

**STELLA BENTON VAUGHN SCHOLARSHIP FUND:** A Lawrenceburg First United Methodist Church Sunday School Class established a memorial fund and added it to Martin's endowment in memory of their teacher, Stella B. Vaughn. Aid from this fund is to be awarded annually to needy students from Lawrence County.

**THE WARREN-DEPRIEST SCHOLARSHIP:** This Scholarship was established through the estate of W.O. Warren. Recipients shall have a financial need for the monies through this scholarship fund and shall be born a native of the State of Tennessee.

**THE CHURCH OF THE MESSIAH WHITE FAMILY SCHOLARSHIP:** Awarded to a student who has completed 60 hours at Martin with emphasis in the sciences, namely mathematics, physics, chemistry, and biology, this fund honors the memory of Alma White. The recipient is selected by the Trustees of the Alma White Memorial at the Church of the Messiah, Pulaski.

**UMC MINISTERIAL:** Those serving United Methodist churches as Local Area Pastors, Student Pastors etc. who are appointed by the TN Conference through a UMC District Office, and are enrolled in a Church Vocations major will receive a grant of one-half tuition.

**CARSON WRIGHT MEMORIAL SCHOLARSHIP:** Endowed by Mr. Carson Wright's family in his memory to be awarded to a student from Overton County or the Upper Cumberland Area, this scholarship is for a student who plans to become an ordained minister or music minister.

**JOHN & MARGARET HARRIS YOUNG MEMORIAL SCHOLARSHIP:** This scholarship was established in 1995 for a Giles County student who is pursuing a degree in the Church Vocations career field either as a layperson or clergy. If no Giles County student is available then it shall be awarded to a resident of Middle Tennessee.

*The following scholarships are awarded only to upper-division students at Martin Methodist College:*

**GIL ABERNATHY MEMORIAL ATHLETIC SCHOLARSHIP FUND:** Memorial gifts at the time of Gil Abernathy's death were later added to by a gift from his mother, Mrs. Louise Abernathy, and placed in Martin's permanent endowment to aid students on the Martin campus for generations to come.

**E. WAYNE MASTERS BIBLE AWARD:** This scholarship is awarded annually to the Martin Methodist College student who, in the previous year, achieved the highest average in both Old Testament and New Testament.

## Veteran's Benefits and Vocational Rehabilitation

Assistance is also available to qualified students through Veteran's Benefits and Vocational Rehabilitation. Students should consult the individual agencies for further details regarding these benefits.

## Tennessee Teaching Scholars Program

The Tennessee Teaching Scholars Program was established by the Tennessee General Assembly in 1995 to encourage exemplary students to enter the teaching force. Participation in this forgivable loan program is limited to college juniors, seniors, and post baccalaureate candidates admitted to a teacher education program in Tennessee. Recipients of the awards incur an obligation to teach one year in a Tennessee public school for each year the award is received, or to repay the loan with substantial interest.

## The Senator Ross Bass Endowed Professorship Fund

The primary strength of any college is its faculty. This Endowed Professorship will be used to enhance Martin's ability to attract and retain outstanding faculty and/or to fund visiting lectureships.

# **Student Services**

## **Counseling and Advising**

The Martin Methodist College administration, faculty, and staff are available to all Martin Methodist College students and to prospective students to assist in academic scheduling. Each student who enters the college is assigned a faculty mentor who assists with schedules and academic concerns. New students beginning the FLEX program are mentored initially by the coordinator of that program. After the initial semester, all students are reassigned to the program coordinator or a professor in their major field. Students who are undecided about a major are assigned to faculty members whose mentoring loads are not full, until such time as a major is selected. It is the immediate responsibility of all students, including FLEX students, to make contact with their assigned mentors in person, by phone, or by e-mail in order to ensure proper scheduling of the academic program of study while at Martin. Faculty mentors may serve in the area of personal counseling, along with staff members, when students are confronted with adjustment difficulties. The Office of the Campus Minister serves students in the area of spiritual and personal counseling. Students needing counseling by more specialized professionals should schedule an appointment with the Director of Counseling Services.

## **Counseling Services**

The mission of the Counseling Center, which is located in the Student Resource Center, is to provide service within the college environment that contributes to academic success, personal growth, and the positive community life of the college. The Counseling Center seeks to provide services that promote independence and stability among students. Both personal counseling and career services are available. Individual counseling is offered for a variety of mental health issues, including depression, low self-esteem, relationship issues, anxiety, stress management, learning disabilities, trauma recovery, family-of-origin issues, grief counseling, and marital and engagement counseling. The Counseling Center also seeks to assist students in all phases of career development. Students are encouraged to seek assistance with career planning early in their college years. Career services include career counseling, job listings, career publications, job fairs, graduate school fairs, seminars, and workshops.

## **Health and First Aid**

Campus health services are under the auspices of a director who supervises the campus health center. First aid, health counseling and prevention, and rehabilitation of injuries are the services available to students and employees. For illnesses requiring a physician's care, students may elect to be treated by a local doctor or by their own family practitioner. For medical emergencies, Columbia Hillside Hospital's emergency room will be used. Expenses are borne by the student, and the college encourages all students who do not have a health insurance plan to consider enrolling in one.

Prior to matriculation in the college, all students are asked to complete a Health Survey. The survey solicits information on pre-existing health problems which college personnel should be aware of such as hearing or vision difficulties, allergies, possible drug reactions (penicillin, etc.), and a history of seizures or other health conditions. The health information is compiled by the Office of Student Affairs and provided to appropriate personnel in case their intervention may be required. The surveys also garner information on medical insurance, family physicians, and parental phone numbers in the event of emergencies. When a resident student is taken to the hospital emergency room, the Health Survey is provided in order to expedite the admissions process.

## Social Life

Many social events designed to include the entire student body are planned and carried out each year by the students through their elected representatives.

Starting in the fall, the freshmen are greeted with an assortment of orientation activities. These events are instrumental in helping the new students adjust to college life. Fall semester events include a beach party, scavenger hunt, Shakespeare on the Green, fall dance, and the Halloween Boo-Out. Soccer and volleyball kick off the intercollegiate sports activities for the fall season.

November marks the beginning of the basketball season for both men and women. Late November brings Homecoming festivities with the coronation of the king and queen. The semester ends with a whirlwind of Christmas gatherings and a late-night exam breakfast. The spirit of Christmas is genuinely felt on campus when the Student Christian Association (SCA) holds its annual Christmas party for the Head-Start children of Giles County.

Throughout the spring semester the Office of Student Activities plans events to enhance student life. March marks the beginning of the spring sports season on the Martin Methodist College campus with baseball, softball, tennis, and golf schedules in progress simultaneously. The month of April brings choir concerts, banquets, cookouts, and other activities as the end of the school year approaches. Commencement exercises mark the official end of the academic year.

## Student Government

The student body is represented in the governing of life at the college through elected representatives who compose the Associated Student Government (ASG).

The student body, through ASG, is also active and responsible in the following areas:

- 1. CLUBS:** All campus clubs are under the general supervision of the Associated Student Government. Each club has a representative on the ASG council.
- 2. HONOR COUNCIL:** Students along with faculty and staff are represented on this Committee, which deals with academic policy violations.
- 3. DISCIPLINE COMMITTEE:** The students are represented on the Discipline Committee appointed by the President of the College at the beginning of each year. The committee is made up of two ASG officers, faculty members, and an administrative officer.
- 4. RESIDENCE HALL COUNCILS:** These councils assist the residence hall Directors in governing the residence hall and working toward building a pleasant living community.
- 5. DINING SERVICES ADVISORY BOARD:** Students are selected by the ASG each year to meet monthly with the dining director to give student input regarding food service.
- 6. HOUSING ADVISORY BOARD:** Students are selected by the ASG to give student input regarding campus housing.

## Honor Societies

The college encourages participation in various clubs and honor fraternities of particular interest to the individual student. The social and intellectual benefits of membership in these organizations can be extremely meaningful.

**GAMMA BETA PHI SOCIETY:** Gamma Beta Phi Society is an honor and service organization for students in colleges and universities in the United States. Membership in the society shall be open to students who have accumulated at least 12 semester hours credit and rank in the top twenty percent of their college class. Students must measure up to the national standards of worthy character, good mentality, creditable achievement, and commendable attitude. The purpose of the society is to recognize and encourage individual excellence in education, to promote the development of leadership ability and character in its members, and to foster, disseminate and improve education through service projects to the school and the community. Membership in Gamma Beta Phi shall not be excluded by, nor shall it exclude one from, membership in any other social, academic, or fraternal organization.

**PI GAMMA MU:** The International Social Science Honor Society encourages excellence in the social sciences. The Society not only provides recognition for scholastic achievement, but also offers enrichment opportunities through service projects, publications, scholarships and lectureship grants. Membership shall be limited to those of high scholarship and good moral character. Juniors and seniors who rank in the upper 35% of their class at the time of invitation to membership, maintain a grade average of “B” or better and have 20 hours in social science courses may be inducted into membership.

**SIGMA BETA DELTA:** Sigma Beta Delta is an honor society for students of business, management, or administration who are pursuing baccalaureate degrees. The purposes of this society shall be to encourage and recognize scholarship and accomplishment among students of business, management, and administration, and to encourage and promote aspirations toward personal and professional improvement and a life distinguished by honorable service to humankind. It is organized exclusively for charitable and educational purposes. Membership shall be limited to those of high scholarship and good moral character. Candidates for the bachelor’s degree who rank in the upper 20% of their class at the time of invitation to membership may be inducted into membership following completion of at least one-half of the degree program in which they are enrolled.

**SIGMA TAU DELTA:** The International English Honor Society has served the English discipline for more than 75 years. There are more than 600 chapters worldwide and it is the most active honor organization in the field. Sigma Tau Delta fosters excellence in all areas of English and literature studies: it encourages further achievement in the field; it promotes creative and analytical writing, offers scholarships, new-teacher awards, writing awards, internships in publishing houses, and gives students a forum for publishing their scholarly and creative works in an award-winning journal called The Rectangle. Sigma Tau Delta holds regional conventions and an international convention every spring. Membership brings recognition to individuals and to the institutions where they are students. Prospective members must maintain a 3.0 grade point average in English courses and have had at least two courses above the freshman level; they must be in the upper 35 percent of their class after at least three semesters in college.



## Religious Life

**STUDENT CHRISTIAN ASSOCIATION (SCA):** The Student Christian Association is a campus-wide interdenominational organization. The SCA Council, composed of officers elected by the students, has a large role in directing the religious life on the campus. General SCA meetings are held weekly. Through the SCA, students take part in vespers, chapel services, visits to local nursing homes, and other activities. The purposes of the Martin Methodist College SCA are to deepen the personal religious beliefs of every student, to encourage participation in the church of one's choice, and to integrate the various groups on the campus into a Christian community.

**CENTER FOR CHURCH LEADERSHIP:** Established in 1999, this program provides a resource for the United Methodist Church in developing leadership of clergy and laity, both within the student body and in UMC congregations.

**FESTIVAL OF FAITH:** Each spring, events are scheduled to bring special attention to the role of the church and the importance of the Christian faith in our everyday life. Outstanding speakers and performers come to the College to lead the activities. These programs uplift the spiritual atmosphere on the campus.

**CHAPEL SERVICES:** During the academic year, bi-weekly services are held on campus.

**MARTIN S.E.R.V.E.S.:** Martin S.E.R.V.E.S. (Students Engaged in Reviving Volunteer Efforts in Society) is an organization created in 2006 that brings students, faculty, and staff together with various community agencies and far-reaching service efforts. The goal of the program is to create in students a lifelong commitment to service.

## Cultural Life

**CONVOCATIONS:** Convocation programs are generally held monthly. Attendance at these assemblies is required.

**THE MARTIN METHODIST COLLEGE CHOIR:** The College Choir makes a significant contribution to the college community and the entire Middle Tennessee area. The choir appears in programs presented in cities throughout the area. In addition, it appears in concert at the college several times each year.

**CHAMBER CHOIR:** Chamber Choir is a 16-20 voice auditioned vocal ensemble open to students, faculty, and staff. The Chamber Choir performs acappella and accompanied anthems, and sings for school, church, and community events. Students enrolled in Chamber Choir must also be active members of the Concert Choir.

**THE DELLA CLAYTON LEE CONCERT SERIES:** Martin Methodist College and the Pulaski community join together in a concert series honoring the memory and the many contributions of a long-time member of the Board of Trustees. The yearly series includes theater, instrumental music, and vocal music.

**LECTURE SERIES:** Each academic year, the college sponsors a lecture series.

**DRAMA PROGRAM:** Each fall, the college sponsors Shakespeare on the Green, an outdoor Shakespeare festival that combines campus and community talent. In the spring, students have the opportunity to participate in or to attend additional theatrical events on campus.

**THE MARTIN MOVIE THEATER:** The College operates a first-run movie theater and full concession stand in Martin Hall on Friday and Saturday evenings and a matinee on Saturday and Sunday.

## Athletics

Martin Methodist College participates in intercollegiate competition in basketball, baseball, volleyball, softball, soccer, tennis, golf, and bowling. The college is a member of the National Association of Intercollegiate Athletics. During the past several years, Martin Methodist College intercollegiate teams have distinguished themselves and brought honor to the school on many occasions.

## Student Union

The Starnes Student Union contains the dining hall on the upper level, and on the lower level, the Student Resource Center, which includes the Learning Center, Counseling Services and the Student Health Center. The RedHawk Café with a big screen television and pool table is also located on the bottom floor of the student union. Campus mailboxes are located in the front lobby of the Student Union. Every full-time day student is assigned a mailbox with a combination lock.

## Library

The Warden Memorial Library is located on the ground floor of the Johnston Center. The library holds more than 80,000 print and electronic books, bound periodicals, microforms, and audiovisual materials. As a member of OCLC, the library has access to over 70 million items through interlibrary loan. The library provides access to several databases including JSTOR, Project MUSE and LexisNexis. The library also contains several special collections including the Senator Ross Bass Archives, the Methodist Reference and Rare Book Collections, the Zimmerman Judaica Collection (incorporating the Glatzer Collection), and additional local history and rare book collections. The library is open seven days a week during the school year, and Monday through Friday during the summer.

Books may be checked out for two weeks. Students may check out audio-visual materials for two days. Periodicals and reference books do not circulate. Multi-purpose computer terminals in the library provide access to the computerized card catalog, (OPAC), databases, and the Internet. The library has a photocopier, laminators, two group study rooms, and an audio visual room.

The library's current hours, staff, policies, services, and fine schedules are listed in a brochure available at the library. Please pick up a copy of this brochure for more information. This information is also available on the library section of the MMC web site.

## Publications

**THE MARTINAIRE:** The student yearbook serves as a record of the year's activities in all departments and organizations of the college. *The Martinair*e editor is selected annually and this and other important posts on the staff of the yearbook are open to any student. This publication is under the sponsorship of a staff member.

**THE MARTIN METHODIST CIRCUIT RIDER:** The student newspaper that is published monthly. Students are encouraged to become involved as reporters or staff members

**THE MARTIN METHODIST COLLEGE STUDENT HANDBOOK/PLANNER:** *The Student Handbook/Planner* contains college regulations, the constitution of the Associated Student Government, and student consumer information. It also includes other pertinent information about campus life, including detailed information concerning campus organizations. The handbook is published each spring under the auspices of the Vice-President for Student Affairs and is mailed to students prior to their arrival on campus in the fall. It is an official publication of the College and is considered a supplement to the catalog.

**THE COLUMNS:** *The Columns* is the official publication of the Martin Methodist College and is produced by the college's Office of Communications. Its purpose is to keep alumni and friends of the college informed about the work of Martin Methodist College.

**THE MARTIN METHODIST COLLEGE CATALOG:** The catalog is the official publication of the college for the school year indicated. It should be read carefully by each student attending Martin Methodist College.

## Housing and Meals

All students residing in college housing must board at the college dining hall which is located in the Student Union Building. Meals are provided at regular, stated hours seven days per week. Commuting students are extended the privilege of food service for individual meals at announced prices. Single students under 21 years of age are required to live in the college residence halls or with their families.

Student apartments on campus house 116 upperclassmen. Each student has a private bedroom within a four-person suite that also includes a commons area, kitchenette, and laundry room. Washers and dryers are provided in every apartment along with internet ports and TV cable. Telephone connections with voice mail capabilities are provided in every bedroom. All windows are equipped with blinds.

Criswell Hall houses the freshmen women students at Martin Methodist College. This dormitory, opened in the fall of 1964, has a capacity of 98 women. Each room is furnished with bed, study desk with Internet port, chair, chest of drawers, two closets, and a mirror. Telephone connections with voice mail capability are provided in each room. The rooms are also provided with window blinds. Each room has a separate thermostat control for heating and air conditioning. Other facilities of the building include laundry facilities, a resident lounge with television, a small private chapel, and a lounge for receiving guests.

Freshmen male students at the college are housed in Upperman Hall. Each room is furnished with bed, chest of drawers, closets, study desk with Internet port, and chair. Telephone connections with voice mail capability are provided in each room. The rooms are also provided with window blinds. Each room has a separate thermostat control for heating and air conditioning. In addition, the building has a student lounge with a television, a small private chapel, and a laundry room.

# **Academic Policies and Procedures**

## **Planning an Educational Program**

Students have the responsibility for selecting the particular educational program they choose to pursue. Faculty and staff are available to advise students in selecting programs and courses. For those students who are unsure of a program or area of study, faculty and staff will assist them in making career choices based upon the students' interest and aptitude. Additional help is also available in the Student Resource Center.

## **Academic Majors**

A major is the area of study that a student chooses to pursue in greatest depth, and consists of a set of courses designed to prepare the individual to enter the job market or to pursue further study in graduate or professional schools. A major at Martin Methodist College consists of a minimum of 30 hours of coursework, and all students are required to complete an approved major in order to receive a baccalaureate degree. Some majors lead to a specialized vocation while others are broader in scope and prepare students for a variety of vocations. To learn more about a particular major, the student should consult the Program Coordinator for that major.

## **Academic Minors**

A minor is a grouping of courses in a particular academic field of study designed to provide students with broad knowledge and competency in an area outside the major. A minor consists of a minimum of 18 hours of coursework in an approved academic discipline outside the major. To ensure appropriate advising and planning, students who are considering a minor should discuss this with their assigned mentor and consult the appropriate Program Coordinator for the minor program under consideration.

## **Pre-Professional Programs**

The College offers a number of pre-professional programs in various fields of study. These programs are designed to prepare students to meet the minimum requirements for admission to a professional or graduate school. Because the requirements for admission to various professional programs differ according to the program and to the professional school, students should be familiar with the requirements of the school they wish to enter and plan their curriculum accordingly. Students who wish to pursue health-related and legal careers should be aware of the high level of competition for admission to these programs and should recognize the need for hard work, high academic achievement in all course work attempted, and demonstrated aptitude on the required professional school admission test (MCAT, DAT, LSAT, etc).

Advising for pre-professional programs is assigned to specific academic advisors within certain academic divisions. Students should refer to the designated academic division to learn more about these programs. For information on pre-professional program in the health sciences see program information in the Division of Mathematics and Sciences, and for pre-law, see the Division of Social Sciences.

## **Academic Advising**

The faculty and staff of Martin Methodist College want every student to have a successful college experience and are committed to providing them the best academic advisement possible.

First time entering freshmen are required to participate in the Freshmen Orientation Program, which begins just prior to fall registration and continues through mid-term. During orientation students will be introduced to the campus community, the academic program, and student life, and may be called upon to participate in placement testing. Placement testing will help identify strengths and weaknesses in prior academic training. Based upon these results, students may be advised or required to take one or more courses designed to help them overcome any prior academic deficiencies. Freshmen Seminar, which continues until mid-term, covers a variety of topics designed to promote a successful transition to college.

Generally, new first-time freshmen or transfer students are advised and pre-registered by the admissions office or for the FLEX program, the Director of the Evening College Program. However, during the initial semester of enrollment, all students are assigned a faculty mentor. All students are encouraged to meet regularly with their mentor throughout their stay at Martin Methodist College. Effective academic advising is vital to the success of students; however, the ultimate responsibility for enrolling in appropriate classes lies with the student.

## Registration

Each semester the Vice President for Academic Affairs designates a pre-registration period during which students may predetermine their courses for the ensuing semester. This process requires consultation with the student's faculty mentor before the approved schedule is forwarded to the Registrar's Office. Students complete the registration process during Registration Day at the beginning of each semester. Students registering after this date are charged a late-registration fee. Students are not officially enrolled until they: 1) have completed all requirements for admission, 2) have completed any testing that may be required for student placement, and 3) have paid all fees or made satisfactory arrangements with the Business Office for fee payment.

## Late Registration

Following the regular registration period, students are allowed a period of approximately one week (see Academic Calendar for exact dates) during which they may register late. Students registering after the seventh day of classes, or the first class of the summer session or evening college, may do so only with the permission of the Vice President for Academic Affairs. Students registering late will be charged a late registration fee of fifty dollars (\$50.00), and may be counted absent for each class period they have missed.

## Change of Schedule

After students have completed registration for a given semester, permission to drop, add, or change a course must be obtained from their faculty mentor and the Vice President for Academic Affairs. Each change in schedule is governed by the following regulations:

1. A fee of \$25.00 will be assessed against the student for changing from one course to another. Additionally, there will be a fee of \$25.00 for dropping or adding a course.
2. No change in schedule from one course to another will be permitted after the seventh calendar day in a semester or the first day in the summer session or evening college.
3. A student who stops attending a class, but does not officially drop the course, will receive a grade of "F" in the class.

## Course Loads

The unit of academic credit awarded by the College is the semester hour, which represents the equivalent of a one-hour period of class work or at least one three-hour period of laboratory work each week of the semester. The normal full-time student academic load is 15-16 semester hours per week, exclusive of physical education activity courses. Lighter loads are sometimes required or recommended based on a student's previous academic record. Students must register for at least 12 semester hours to be considered full-time. Students who elect to take fewer than 12 hours are classified as part-time students. Students who wish to take more than 18 hours may do so only under the following conditions:

1. Students who have completed at least one full semester with a cumulative grade point average of 3.00 or better and have secured the permission of the Vice-President for Academic Affairs may be allowed to register for a maximum of nineteen hours.
2. Students who has completed at least one full semester with a cumulative grade point average of 3.50 or better and who have secured the permission of the Vice-President for Academic Affairs may be allowed to register for a maximum of twenty hours.

## Directed Study and Correspondence Courses

Directed study and correspondence courses may be taken by students who have mitigating circumstances that prevent their taking regularly-scheduled classes. Written approval must be obtained in advance from the Vice President for Academic Affairs for directed study and correspondence courses. There is a limit of twelve (12) semester hours that any student may take by directed study and/or correspondence during their academic career at Martin Methodist College. This limit may not include more than three (3) hours of lower level courses nor more than nine (9) hours of upper level courses. Registration for directed study courses must be during a scheduled registration period. Permission to take a class by directed study is contingent upon the student having a 3.0 GPA or above, along with approval of the faculty member involved and the Vice President for Academic Affairs. A Directed Study fee of \$120 is charged for each hour of credit, along with regular tuition charges for the class. No correspondence courses are allowed during the last 36 hours of enrollment prior to graduation.

## Auditing

A person may be permitted to audit a course with permission from the Vice-President for Academic Affairs. In that case the course is recorded on the student's permanent record, but it is marked "audit." No grade or credit hours are indicated on the record.

## By-Pass Examinations

Students with demonstrated prior experience that they feel qualify them with knowledge and/or skills covered within certain courses, may petition to obtain credit for the course through a by-pass examination. Requests to by-pass a course typically will be considered only for lower level courses, and the student must be able to document prior experiences that would justify a by-pass attempt. No more than six hours may be earned in this manner. A grade of "P" is entered on the transcript when credit is earned. In order to receive credit the student must petition the appropriate faculty member to request a by-pass examination(s). The student also must have approval of the Division Chair and the Academic Dean before such a test may be given. The student must earn a grade of "C" or better on the examination(s) to receive credit. Students cannot take a by-pass examination for a course in which

they are currently enrolled or for a course in which they have received a grade of “F”. Students will be expected to furnish evidence of laboratory or field experiences in order to by-pass a course in which such experiences are required. Students must pay a fee to by pass a course, and if enrolled only part-time or if the hours received would cause the semester credit hour load to exceed 18 hours, must pay for the credit hours received.

## Course Placement

Students who enter the College with basic deficiencies in reading, writing, or mathematical skills may be required to take classes designed to help them overcome these deficiencies and to prepare them to succeed in college-level composition or mathematics courses. These courses do not count towards graduation requirements and the grades earned are not included in the grade point average (GPA).

ACT scores and/or placement scores (COMPASS) for first-years student shall be evaluated to determine placement in reading, writing and mathematics classes. Placement in writing classes shall also be determined through a diagnostic essay administered and evaluated by member of the English faculty. Should a student dispute his/her placement in one of these classes, the objection must be submitted in writing to the program coordinator for English within one week of the placement, upon which time a second diagnostic essay shall be scheduled. This essay will be evaluated by three independent members of the English faculty. Final placement in ENG 099 or ENG 100 is mandatory. A student placed in a Basic Reading, Writing or Mathematics class at any level must successfully complete the course or courses before advancing to a college-level class in those academic areas.

ACT scores in English for placement in writing classes shall be as follows:

|              |                                  |
|--------------|----------------------------------|
| 14 and below | Placement in ENG 099             |
| 15-18        | Placement in ENG 100             |
| 18-24        | Placement in ENG 101             |
| 25 and above | Recommended placement in ENG 111 |

ACT scores for reading placement are as follows:

|             |   |
|-------------|---|
| 17 or below | Placement I Reading Strategies,<br>or if no ACT score, a score of 70 or below<br>on the COMPASS placement test. |
|-------------|---|

ACT scores for Mathematics placement are as follows:

|       |                                |
|-------|--------------------------------|
| 1-14  | Developmental Math 099         |
| 15-16 | Beginning Algebra Math 100     |
| 17-18 | Introd. College Math 111/112   |
| 19-36 | College Alg Math 131 or higher |

COMPASS Score Range for MMC Mathematics Placement

|                 |         |          |
|-----------------|---------|----------|
| Pre algebra     | 1 - 29  | Math 099 |
|                 | 30-100  | Math 100 |
| Algebra         | 1 - 35  | Math 100 |
|                 | 36 – 49 | Math 111 |
|                 | 50-100  | Math 131 |
| College Algebra | 1-50    | Math 131 |
|                 | 51-100  | Math 141 |

## Cancellation of Classes

The College reserves the right to cancel classes that do not meet established criteria relating to availability of qualified instructors or sufficient enrollment.

## Transient Classification

A person currently enrolled in good standing in another college may enroll for credit by presenting to the registrar a statement from the first institution giving permission to take course work at Martin Methodist College. This person will be classified as a transient.

## Special Non-Credit Classification

A person who does not meet the normal requirements for admission as a degree-credit student may enroll for courses as a special non-credit student. The course(s) and grade(s) are recorded on the student's permanent record but no credit hours are allowed.

## Special Dual-Enrollment Classification

A student who has completed the junior year of high school with an accumulated grade point average of 3.00 or better may be admitted as a special Dual-Enrolled student. This classification applies to students who wish to take classes during the summer between the junior and senior year in high school, and to those students who wish to take special college-level classes on a dual enrollment basis in their high school. Special Dual-Enrolled students must obtain permission of their high school principal and guidance counselor. The grades may also be transferred to other colleges or universities in accordance with the regulations of those institutions.

## Course Exemptions

Students who are medically or physically disabled, may be exempt from the one-hour physical education requirement. A physician's statement is required for consideration of medical exemption. This statement should be brought to the Office of the Vice President for Academic Affairs. Exemption from the physical education requirement does not reduce the total number of hours required for graduation.

Students who have had prior military service will receive two hours of physical education credit for basic training or its equivalent. To obtain credit, students should submit to the Office of the Registrar a certified copy of D.D. Form 214 which indicates a period of continuous active duty for at least 90 days.

## Transfer Credits

Martin Methodist College accepts transfer credits from other regionally accredited institutions or those which otherwise meet the requirements for transfer credit as defined by the Commission on Colleges of the Southern Association of Colleges and Schools. Credit will be given for those courses in which a grade of "C" or better was earned. Courses that are clearly vocational or occupational in nature will not be accepted as credit towards the baccalaureate degree or associate degree. The final determination of acceptability of courses will be made by the Registrar and the Vice President for Academic Affairs. Following enrollment at Martin Methodist College, only grades earned in coursework at Martin will be used in determining continuation standards, graduation requirements, and grade point average.



Once a student has enrolled in a program on campus, he/she must have written approval from the Vice President for Academic Affairs or Registrar before registering for any courses at other institutions if planning to transfer the courses to Martin Methodist College. Failure to obtain prior written approval may render the courses non-transferable.

Students who wish to register for a course at another institution must provide the V.P. for Academic Affairs with a catalog description, the dates the course will be offered, why the course cannot be taken at Martin Methodist College, and any other information deemed appropriate by the V.P. for Academic Affairs and/or Registrar before the request will be considered.

Students who academically have not performed in a satisfactorily manner during the fall term are not allowed to take correspondence or other forms of distance learning courses prior to the beginning of the spring semester to maintain eligibility for scholarships that require minimum GPAs, for participation in College-sponsored performing groups, athletic teams, etc., or to overcome academic probation or suspension.

## Evening FLEX Degree Program

Martin Methodist College offers a full evening program leading to the Associate's or Bachelor's degree. The Pulaski Flex Program is a convenient and affordable way for working adults to earn a two- or four-year degree while maintaining a full-time job. Bachelor's degrees in Business, Accounting, Elementary Education (K-8), Behavioral Sciences are offered. With this program, students generally only have to attend classes two nights a week. Classes are held on Monday and Thursday evenings and run in eight week modules. The amount of time spent in each class is the same as that spent during a regular semester in a day class. There are six modules within a year, therefore applications are accepted year round. For students over the age of 21 the ACT exam is not required and the GED is accepted. Placement testing may be required.

Many students who attend the Flex Program receive some type of financial aid to assist with expenses. Students may apply for federal Pell Grants, state grants, and federal student loans. Also, some employers have tuition reimbursement plans for their employees.

Inquiries about the program should be directed to the Director of the Evening College in the Office of Admissions.

## Summer School

The college operates a summer session consisting of two four-week terms and one three-week mini term for the benefit of students who wish to begin their college work early or continuing students who wish to take additional courses or repeat courses. The summer sessions also provides a trial period for academically marginal students as indicated in the admission section of the catalog.

During the summer terms, the college reserves the right to discontinue any class listed to be offered if fewer than six students register for credit in that class. The schedule of classes for the summer terms will be published and posted on the College's Web site approximately one month prior to the opening of the summer session. Interested persons may also request a copy of the summer school schedule be mailed to them if desired. Contact the Office of the Registrar for such requests.

## Honors Program

The R. Garie Taylor Honors Program of Martin Methodist College seeks to promote a community of scholars through the development of challenging curricula, cultural enrichment, and face-to-face interaction with guest speakers who are leaders in the religious, political, academic, business, scientific, and arts arenas. The program will foster community through participation of academic scholarship winners, small class interaction with Honors Program professors, visits to museums, places of historical, ecological, scientific, economic or artistic importance, and community service. Guest speakers will expose program participants to ideas of both new and historic significance.

The Taylor Honors Program is open to all qualified students who have achieved a 25 ACT and a minimum 3.0 GPA in high school. Students invited to join the program will be required to complete an honors section each of the first four semesters they attend Martin Methodist College. Students must maintain at least a 3.0 GPA at MMC in order to continue in the Honors Program.

Students who do not meet the above requirements may participate in the honors program if they have a cumulative 3.0 GPA after their first semester of at least 15 hours at Martin Methodist College. Students must maintain at least a 3.0 GPA at MMC in order to continue in the Honors Program.

Transfer students may enter the R. Garie Taylor Honors Program by:

- 1) graduating from an honors program at a two-year college, or
- 2.) completing honors classes at another college and having a transcript evaluation upon matriculation to Martin Methodist College.

Students admitted to the Taylor Honors Program at Martin Methodist College typically will take a minimum of 15 hours of honors core courses. In the junior and senior years, each student will take three semesters of reading courses and one semester of capstone work in his or her major, culminating in a research project and/or a senior thesis guided by a faculty mentor of the student's choice.

## International Studies Program

MMC offers an integrated program of international study focused on linguistic skills and cultural immersion. Conducted during the summer, the first phase began in 2002 with study in Montpellier, France. Students also have the opportunity to study abroad in conjunction with Africa University.

## Continuing Education Program

The purpose of the Continuing Education Program at Martin Methodist College is to assist the College in achieving its mission "to serve the church and community through educational, social, spiritual, recreational, and cultural programs and activities."

Non-Credit courses are offered periodically through the Martin Community Academy (MCA) for personal and professional enrichment. These courses are available to serve special needs or interests within the community. Inquiries should be directed to the Director of the Evening Program.

## Academic Conduct

As an institution of higher learning affiliated with the Tennessee Conference of the United Methodist Church, Martin Methodist College strives to provide an environment for students, faculty and staff in which members of

a diverse community can live together, interact, and learn from one another in ways that protect personal freedom and community standards.

The College has certain basic expectations regarding both social and academic behavior of faculty, staff and students, and expects these to be actively supported within the college community. These expectations are based upon a firm understanding of and commitment to the following values: respect for the individual, the importance of truthfulness, intellectual honesty, academic and personal integrity, and respect for the educational process.

Because these are values fundamental to academic and social success within the College community, it is anticipated that each student will actively subscribe to the College's Honor Code. Anyone who violates the Code will be held accountable. Students should refer to the Student Handbook for further information about the Honor Code.

## Class Attendance Regulations

Students are expected to give first consideration to their academic obligations. Prompt and regular attendance of classes is, therefore, expected of every student. An absence from any class due to an emergency should be explained to the instructor. It should be clearly understood, however, that a satisfactory explanation of an absence does not in any way relieve the student from responsibility for completing all work due or assigned during the absence. The instructor in charge of a class determines the extent to which absences and tardiness affect the student's grade.

When a student's absences from any class exceed two times the number of times the class meets each week, the student will receive a grade of "F" for the course. Cases involving extenuating circumstances may be appealed to the Vice President for Academic Affairs.

## Tests and Examinations

A student who is absent from an announced test because of unavoidable circumstances may make up the test by presenting to the instructor written certification to that effect from the Vice President for Academic Affairs. Students who miss a test or examination and are not permitted to schedule a makeup will receive a grade of "F" on that exam.

Final examinations are given in each academic subject at the end of the semester. Permission to be absent from a final examination must be obtained from the instructor and the Vice President for Academic Affairs. Approved absences from a final examination will entail a grade of "I." Unless otherwise agreed to by the instructor and the Vice President for Academic Affairs, the examination must be completed within thirty days of the original exam date. Failure to receive prior permission to miss a final examination may result in a grade of "F" in the course.

## Withdrawal from a Course

Students may withdraw from courses with the grade of "W" during the first 20 days of classes. After that date, they may withdraw with the permission of their faculty mentor and the Vice President for Academic Affairs with a grade of "WP" or "WF," as appropriate. Course withdrawal is not permitted during the last two weeks of the semester prior to the first day of final examinations, or during the last week of a module in the Flex Program. The exception is the student who must withdraw for emergency reasons. Students are reminded of the requirement

of attempting 12 semester hours to maintain status as a full-time student and retain eligibility for financial aid. A student who stops attending a class without officially withdrawing will receive a grade of “F” in the course.

During the first three days of classes in the summer session, students may withdraw from a class with a grade of “W”. After that time, withdrawal from a class will result in a grade of “WP” or “WF”. Students may not withdraw from a course during the last week of the term, or during the last three class days during the May mini-term.

## Withdrawal from the College

If a student finds it necessary to leave school during the course of a semester, he/she must officially withdraw from the College in order to remain in good standing. A student who leaves the College without completing an official withdrawal form in the Registrar’s Office will receive a grade of “F” in each course scheduled. If students complete the official withdrawal form and if there are satisfactory reasons for their leaving the school, the official record sheet will show a grade of “WP” in subjects which they were passing at the time of withdrawal and a grade of “WF” in those which they were failing. To withdraw from the College, a student should observe the following withdrawal procedures:

1. Obtain a Withdrawal Form from the Registrar’s Office, and complete an exit interview.
2. Secure clearance from all offices specified on the Withdrawal Form.
3. Return the completed form to the Registrar’s Office. or the Vice President for Academic Affairs Office.

## Repeated Courses

Students may repeat courses with a grade of “D” or lower unless that privilege is denied by the Vice-President for Academic Affairs. The grade received in the repeated course supersedes all previous grades and is credited only in the semester in which the course is repeated.

## Grade Reports

Reports of each student’s scholastic achievement are available to students through SONIS WEB, the College’s administrative software system. Grades are posted at mid-semester and at the end of each semester. The student who receives a deficiency on a mid-semester report is invited and expected to consult with the instructor and their faculty mentor who will take action appropriate to the individual case. In a course continuing through more than one semester, the instructor and/or faculty mentor shall decide whether a student who has failed the first semester’s work shall be allowed to undertake the work of the following semester.

## The Grading System

Students at Martin are graded in their academic achievements according to a system of letter grades. To facilitate computation of averages of students' grades, the college assigns numerical values called quality points to all letter grades of passing quality. The various letters used in grading, their meaning, and the quality point value of each are listed below.

- A** — denotes work of superior quality and is assigned four quality points for each semester hour.
- B** — denotes work of above-average quality and is assigned three quality points for each semester hour.
- C** — denotes work of average quality and is assigned two quality points for each semester hour.
- D** — denotes work of below-average quality and is assigned one quality point for each semester hour.
- F** — denotes failure and no quality points are assigned for this grade.
- P** --- denotes pass. Hours count towards graduation requirements, but no quality points are awarded (used only in special circumstances such as lab grades and credits earned through By-Pass Tests).
- INC** — denotes incompleteness. This is a temporary grade, which must be replaced by a permanent one within the first four weeks of the following semester. Failure to complete the course work within this period of time will mean that the “incomplete” becomes a permanent grade of “F.” When computing quality points for an average, the “INC” is counted as an “F” until a permanent grade has been earned.
- W** — indicates that the student was permitted to withdraw from the course within the first four weeks of a semester or within the first week of a summer session. For purposes of computing grade point averages, the “W” is treated as though the student had never enrolled in the course.
- WP** — indicates that the student was permitted to withdraw from the course after the deadline for awarding the “W” and that course work was of passing quality at the time of withdrawal. For purposes of computing grade point averages, the “WP” is treated as though the student had never enrolled in the course.
- WF** — indicates that the student was permitted to withdraw from the course after the deadline for awarding the “W” and that course work was not of passing quality at the time of withdrawal. No quality points are assigned, but the grade is included in determining the student's grade point average (counts as an “F”).

In all instances except administrative failures (i.e. a failure assigned by the Vice-President for Academic Affairs for excessive absences or for violations of the Honor Code), all grades are assigned by the instructors.

## Academic Honors

At the end of each semester, the College recognizes those students who have distinguished themselves academically. These students' names are published as follows:

1. President's List – full-time students (12 hours or more) who achieve a semester GPA of 4.00.
2. Dean's List – full-time students who achieve a semester GPA of 3.5 or higher, with no grade of “F” or “INC”.
3. Honor Roll – full-time students who achieve a semester GPA of 3.0 or higher, with no grade of “F” or “INC”.

## Academic Standards

A student at Martin Methodist College, whether full-time or part-time, is expected to maintain a satisfactory level of achievement to remain in good standing. The required levels are:

| <i>Hours attempted</i> | <i>G.P.A.</i> |
|------------------------|---------------|
| 1 - 29                 | 1.50          |
| 30 - 59                | 1.70          |
| 60 - 99                | 1.90          |
| 100 or more            | 2.00          |

The student who, at the end of any semester of attendance, fails to meet the necessary cumulative grade point average as indicated above will be placed on academic probation for the following semester and may be required to take a reduced course load. At the end of the probationary semester, the student who has achieved the required cumulative average will be returned to good standing. The student who has not achieved the required cumulative GPA but who has earned a minimum 2.00 GPA for the semester on a minimum of twelve hours attempted will be continued on academic probation for the next semester. The student who has not achieved the required cumulative GPA and has not earned a 2.00 average for the semester on a minimum of twelve hours attempted will be suspended from the college and will not be considered for readmission until at least one semester has passed. In addition, the full-time student who fails all course work in any semester, except for one-hour courses such as P.E., Freshman Seminar, Choir, etc. will be suspended for at least the next semester regardless of academic standing prior to that semester. Readmission of a suspended student to the college may be effected in accordance with the following conditions and procedures:

1. The student should file, with the Office of Admissions, an application for readmission on a probationary basis. If the application is approved, the student will be allowed to return to classes and will be on academic probation for the entirety of the ensuing semester. At the end of this probationary semester, the same policies will apply as for any student on academic probation.

A student who is suspended for failure to maintain a sufficient grade point average may request from the Vice President for Academic Affairs and/or the Admissions Committee a special waiver of suspension. Should the waiver be allowed, the student is required to repeat unsuccessful course work. In addition, a reduced course load may be required by the Vice President for Academic Affairs. A student allowed to return on a special waiver is not eligible for institutional, state, or federal financial aid.

## Classification of Students

**FIRST YEAR:** A student who has not earned 20 semester hours is classified as a first-year student. All full-time students must have completed or be currently enrolled in English composition.

**SECOND YEAR:** A currently enrolled student who has earned between 20 and 59 semester hours is classified as a second-year student.

**THIRD YEAR:** A currently enrolled student who has earned between 60 and 90 semester hours is classified as a third-year student.

**FOURTH YEAR:** A currently enrolled student who has earned at least 91 semester hours is classified as a fourth-year student.

## Student Records

Student records are maintained under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended. Transcripts and information form the student's permanent records, other than directory information, are released only upon the written request of the student. Students who wish to inspect their academic record may do so on-line via SONIS WEB, the College's Administrative Software System. Students who wish to inspect other records may do so by making a formal request to the appropriate office. Students have the lawful right to challenge the content of their educational record if the record contains any material, which the student deems inaccurate or misleading. Concerns should be discussed with the appropriate College officer. If matters cannot be resolved in this manner, the student may request a formal hearing.

Directory information is considered public information unless the student requests in writing to the Registrar that all or part of such information not be published. Directory information includes: name, address, telephone numbers, date of birth, sex, dates of attendance, major field of study, degrees and awards, participation in recognized activities, organizations or sports (including weight and height) and marital status.

## Transcripts

Current or former students may receive copies of their academic records (transcript) or have them sent to other institutions, agencies, or firms by requesting these in writing from the Registrar. All requests must be made in writing. Requests made by telephone or E-mail will not be honored until the written request is received.

Transcript requests will not be honored for any student whose financial account with the College has not been cleared.

## Program Assessment

Students may be required to complete one or more questionnaires and to take one or more standardized tests to determine general educational achievement or overall knowledge of one's major field as a prerequisite to graduation. The results of such testing will be used to assess overall program effectiveness and to enhance program quality in the future. Unless required in a particular program, no minimum score or level of achievement is required for graduation.; however, failure of students to participate in such testing, or to take the test, but perform in a frivolous manner, will result in some form of sanction including suspension and failure to graduate or a lesser penalty until such tests are completed properly.

# The Academic Program

## Divisions of Instruction

The Martin Methodist College curriculum is organized in six academic divisions. These divisions and their related groups of subjects are as follows:

- I. Division of Business (THE D.W. JOHNSTON SCHOOL OF BUSINESS)  
*Accounting, Business, Management Information Systems, Sport Management*
- II. Division of Education  
*Elementary Education, Secondary Teacher Education, Physical Education*
- III. Division of Humanities  
*Art, English, Foreign Language, Music Theory and Literature, Applied Music, Religion, Church Vocations*
- IV. Division of Mathematics and Sciences  
*Biology, Chemistry, Physics, Mathematics*
- V. Division of Nursing  
*Nursing*
- VI. Division of Social Sciences  
*Behavioral Sciences (Human Services and Psychology), Criminal Justice, History, Sociology*

Each division has its own faculty and executes its own particular functions; however, the faculties of the various divisions join together philosophically in the idea of service to the higher purposes of the College. As maximum integration and unity are achieved, inter-divisional cooperation becomes an essential part of the total academic program.

## Degrees Offered

Martin Methodist College offers both four-year and two-year degree programs.

### **Bachelor of Arts and Bachelor of Science – four-year degrees**

The Bachelor of Arts degree is offered in English and may be selected in almost any major by students who wish to meet the foreign language requirements necessary for the B.A. degree.

The Bachelor of Science degree is offered in all disciplines except English and requires 6-8 hours of additional coursework in mathematics, natural sciences, or social sciences in lieu of a foreign language requirement.

Secondary teacher certification is available in Biology, Business, English and History. K-12 teacher certification is available in Physical Education.

### **Bachelor of Science in Nursing – four-year degree**

### **Associate of Arts – two-year degree**

The Associate of Arts degree is designed to provide students the first two years of a four-year degree program. Students in the associate's degree program continue their education toward the baccalaureate degree at Martin Methodist College or transfer to other senior institutions in a variety of different majors. Faculty and staff work closely with students to ensure smooth and accurate transfer of credits.



# Graduation Requirements

To qualify for a degree from Martin Methodist College, students must meet certain minimum requirements regardless of the curriculum or the degree program in which they are enrolled.

## Residence Requirements

In order to receive a degree from Martin Methodist College a student is required to earn at least the minimum number of hours specified for the chosen curriculum and degree, but never to be less than 120 hours for the baccalaureate degree and 63 hours for the associate degree. A minimum number of hours for each degree must be earned at Martin Methodist College. These are described later in the section describing specific requirements for each degree. Correspondence courses cannot be used to satisfy any portion of the residence requirements, nor can credit gained by advanced standing examinations. Completion of the minimum number of hours of course work gives no assurance of graduation at a particular time unless all requirements for graduation are met.

## Transfer Credit Policy

Once students enroll in a program at Martin Methodist College they must have written approval from the Vice President for Academic Affairs or Registrar before registering for any courses at other institutions if they plan to transfer credits toward a Martin degree. Failure to obtain prior written approval could render the courses non-transferable. Students who wish to register for courses at another institution must provide a catalog description, the dates the course will be offered, why the course cannot be taken at Martin Methodist College, and any other information deemed appropriate by the V.P for Academic Affairs and/or Registrar before the request will be considered. A minimum of 55 hours towards the baccalaureate degree must be earned at a four-year institution.

## Grade Point Requirements

Any student receiving a degree from Martin Methodist College must present a minimum Grade Point Average (GPA) of 2.00 on all work attempted at Martin. For transfer students who enroll at Martin Methodist College, only grades earned in coursework at Martin will be used in determining continuation standards, graduation requirements, and grade point average.

## “Martin Moments” Requirements

Developing a sense of community and broadening cultural perspectives are major parts of the college experience and vital to the concept of a liberal education. Martin Methodist College is committed to assisting in this enrichment by providing a variety of opportunities to come together for cultural, spiritual and intellectual events. To ensure that student benefit from these opportunities, the College requires all students to accumulate a prescribed number of cultural/intellectual/religious enrichment credits, called Martin Moments credits, over the course of their academic careers. Attendance at a specified number of approved events will be required for graduation according to the scale below. Martin Moments credit is awarded on a pass/no-credit basis and is required for graduation.

Each semester, a list of approved Martin Moments programs will be published on the College web page. Attendance at a minimum of five events each term is required, including at least one event from three of the following four areas.

## *Martin Moments Event Options*

- Religious Expression:** Chapel, Festival of Faith
- Cultural Enrichment:** Dramatic productions, concerts (Della Clayton Lee Series, choir presentations, recitals, etc.), special events
- Intellectual Enrichment:** Convocations, Big Picture, guest lectures
- Campus Life:** Selected student activities programs

Students are required to meet their Martin Moments obligation according to the following schedule:

| <i>Classification</i>    | <i>Earned Hours Upon Entry to MMC</i> | <i>Cultural Events Needed for Graduation</i> |
|--------------------------|---------------------------------------|--|
| New or Transfer Freshman | 0 – 11 Sem. Hrs.                      | 40   |
| Transfer Freshman        | 12 – 20 Sem. Hrs.                     | 35   |
| Transfer Sophomore       | 21 – 34 Sem. Hrs.                     | 30   |
| Transfer Sophomore       | 35 – 59 Sem. Hrs.                     | 25   |
| Transfer Junior          | 60 – 74 Sem. Hrs.                     | 20   |
| Transfer Junior          | 75 – 90 Sem. Hrs.                     | 15   |
| Transfer Senior          | 91 and above Sem. Hrs.                | 10   |

## *Failure to Meet Attendance Requirements*

Students, who fall short of their Martin Moments requirements in a given semester, may make up the deficiencies in the following semester. Students may also “bank” up to three additional Martin Moments credits during a semester to apply toward the following semester.

Students who are enrolled for internships, but who are not in residence during a term (e.g., student teaching, Sport Management Internship, etc.) are exempt from this requirement during that term. If a student feels he/she should be exempt from this requirement during a given term due to hardship, he/she may petition the Vice President for Academic Affairs for such exemption.

Requirements for transfer students are based upon prior semesters enrolled full-time in college. Students who have already earned a baccalaureate degree are exempt from this requirement.

Students whose cumulative Martin Moments credits fall below the minimum level will be required to make up deficiencies in future semesters. Students who come to their final semester needing more Martin Moments credits than are offered in that semester must petition the Fine Arts Committee to complete the additional credits needed for graduation at least one month prior to graduation. ***NOTE: All students must earn the required number of Martin Moments credit in order to meet the requirements for graduation.***

## Statement of Intent to Graduate

Students are responsible for making sure they are enrolled in the courses required to meet the graduation requirements specified within their major. Additionally, students must complete and submit to the Office of the Registrar an Intent to Graduate Form. This should be completed at the end of the Junior year for baccalaureate graduates, and no later than October 1 for associate graduates. The completion of these forms will ensure that all

degree requirements are met. The forms for graduation may be obtained in the Office of the Vice President for Academic Affairs. The graduation fee must be paid in the Business Office before the day of graduation.

## Course Substitutions

Course requirements for each degree program offered by the College are published in the College Catalog. Any substitution of a course required for graduation must be approved in advance by the student's mentor, the appropriate Division Chair, and by the Vice President for Academic Affairs. Students must submit a request for course substitution in writing to the Vice President for Academic Affairs no later than October 1 prior to commencement in May of the same academic year.

## Baccalaureate Degree Graduation Requirements

Candidates for the Bachelor's degree must meet all the following requirements for graduation:

1. Complete the course of study for the degree program as set forth in the Catalog with a cumulative grade point average of 2.0 or higher on a 4.0 scale. The baccalaureate degree requires the completion of a minimum of 120 hours, which includes:
  - a. General Education Core requirements of forty-nine to fifty-one (49-51) semester hours;
  - b. the required number of Martin Moments credits.
  - c. a minimum of forty-five (45) semester hours must be earned in courses numbered at 300 or above;
  - d. a minimum of thirty (30) semester hours for a major;
  - e. a minimum of fifty-five (55) hours from a senior institution.
2. A minor, while not required for graduation, requires a minimum of eighteen (18) semester hours.
3. A minimum of twenty (20) semester hours is required for an emphasis
4. The last thirty-six (36) hours must be earned at Martin Methodist College.
5. At least twelve semester hours at the upper-division level in the major field must be earned at Martin Methodist College.
6. To be eligible for graduation honors, a student must have earned at least sixty (60) semester hours at Martin Methodist College.
7. Pay the graduation fee .

## Associate Degree Graduation Requirements

All candidates for the Associate's degree must meet the following requirements for graduation:

1. Complete sixty-three (63) semester hours of acceptable academic work with a cumulative grade point average of 2.0 or higher on a 4.0 scale, including General Education Core requirements of forty-nine to fifty-one (49 - 51) semester hours, and the required number of Martin Moments credits.
2. Complete a minimum of the last twenty-six (26) semester hours at Martin Methodist College.
3. Courses with a course number of 300 or above shall not be included in the sixty-three (63) semester hour graduation requirement.
4. To be eligible for graduation honors, a student must have earned at least thirty-two (32) semester hours at Martin Methodist College.
5. Pay the graduation fee.

## Double Major in the Bachelor's Degree

Students may earn a double major by completing core requirements for the degree sought and then all requirements for the second major, including any core courses required within that major. The same issue of the College Catalog must be used throughout. If one major has sufficient elective credits, students may meet major requirement of another department by using these elective. There is no requirement for additional degree credits, provided all requirements for both majors are completed when the degree is posted. Because only one bachelor's degree is awarded, students selecting two majors that culminate in two different degrees must decide which of the two degrees is to be awarded. In all instances two or more majors or areas of emphasis are noted on the student's transcript.

## Requirements for a Second Baccalaureate Degree

Students who have received a bachelor's degree from Martin Methodist College or from another accredited institution may enroll in a program leading to a second degree at the same level providing the following conditions are met:

1. The major field is different from that of the first degree;
2. A total of 36 hours are completed at Martin Methodist College beyond those applied to the previous degree;
3. The student meets the general education (Core) and major requirements for the second degree;
4. Completes a minimum of 12 hours in the major at Martin Methodist College; and
5. Achieves a minimum GPA of 2.00 on all hours attempted for the second degree.

## Post Baccalaureate Students Seeking Initial Licensure, Endorsement, or Highly Qualified Status

Students who have a baccalaureate degree and who are seeking only initial licensure, endorsement, or high qualified status and no additional degree from Martin Methodist College will have all core requirements waived and need only complete the hours required for the desired licensure. A post baccalaureate student who seeks an additional degree is subject to the requirements for a second baccalaureate degree described above. If the first degree is from Martin Methodist College, the core requirements generally shall be waved unless there are obvious weaknesses because of Core changes since the original degree was earned.



**An art class meets outside to enjoy the beauty of MMC's campus.**



**Commencement is held each May on the Campus Green.**

## Participation in Commencement

Students who satisfactorily complete all degree requirements by the end of the spring term are expected to participate in commencement in order to receive their diploma. Students may elect not to march in commencement, but are required to pay the regular graduation fee in order to receive a diploma. Students who are within 12 hours of completing all degree requirements may elect to participate in commencement provided they also meet the following criteria:

- a. Have a cumulative GPA of 2.25 or higher unless in the Teacher Education Program where a GPA of 2.5 or higher is required.
- b. Have pre-registered (day students) to complete all degree requirements during the immediately following summer term.
- c. For students in the FLEX Program, demonstrate that all degree requirements can be completed during the current sixth module, or in the immediately following Module 1.
- d. Students in the Teacher Education Program must be formally admitted to Clinical Practice (student teaching), or admitted into the Teacher Education Program for those in the alternate route program.
- e. Have completed and filed with the Registrar's Office an Intent To Graduate Form by the end of the second week of January.

The diploma will not be awarded until all degree requirements are met. Students who do not meet all of the above criteria will not be allowed to participate in commencement until degree requirements are met, or until the above conditions are achieved. Students who have not completed all graduation requirements will not be recognized during commencement for graduation honors regardless of GPA. After all degree requirements are met any such honor recognition for which they qualify will be noted on the transcript.

## Graduation Honors

*The President's Award* is conferred at commencement on behalf of the faculty, president, and Board of Trustees to the baccalaureate student who has the highest cumulative grade point average attempted here or elsewhere if a transfer student. During the graduation ceremonies, the recipient is recognized by the faculty and the graduating class and is awarded a remembrance for the attainment.

Students who accumulate a grade point average of 3.5-3.69 are entitled to be graduated *cum laude*; those with 3.7-3.89, *magna cum laude*; and those with 3.9-4.0 are graduated *summa cum laude*.

## General Education Core

The General Education Core is the foundation of Martin Methodist College's academically challenging curriculum. The Core includes introductory courses from a wide variety of academic disciplines. Taken together, the courses of the General Education Core challenge students:

1. to improve their abilities to communicate, organize, and interpret ideas;
2. to seek balanced intellectual, social, and physical growth;
3. to broaden their perspectives so that they may appreciate the richness of our Western heritage and to respect the heritage of other cultures;
4. to recognize the complexities of human interaction in the contemporary world;
5. to realize the importance of ethical judgment and the Judeo-Christian perspective in all areas of life; and
6. to develop analytical abilities using mathematical, technical, and scientific concepts.

All students in the Baccalaureate and Associate degree programs must fulfill these General Education Core requirements to provide breadth and depth of learning experiences across the main fields of knowledge in preparation for advanced study.

Courses in the General Education Core curriculum address each of the goals listed above. In the required composition, literature, history, music, art, and religion classes, research papers and oral presentations are assigned that require the student to organize and interpret ideas and to communicate those ideas in written and spoken formats. Students must exhibit proficiency in all communication skills in order to fulfill the minimum requirements for the core curriculum.

In addition to the academic growth achieved by Martin Methodist students, classes in physical education require improvement in physical conditioning.

Required classes in literature, history, religion, art and music offer Martin students the opportunity to broaden their perspectives so that they may appreciate the richness of our Western heritage and the heritage of other cultures. Math, science, and technology courses provide students the opportunity to develop problem solving, logical reasoning, and technological skills. Faculty members in each discipline expect students to exhibit intellectual and cultural growth. This growth is evaluated as a routine aspect of course assessment. Each faculty member evaluates students in accordance with specific criteria included in course syllabi.

Every student at Martin Methodist College has the opportunity to recognize the complexities of human interaction and realize the importance of ethical judgment viewed from a Judeo-Christian perspective. While these concepts are present in all academic disciplines, their understanding is required in the religion and philosophy classes. Students who do not understand these concepts and ideas may not successfully complete the general education requirement in religion and philosophy.

To further aid in the achievement of these core curriculum goals, each student is required to attend a number of campus events each year, called Martin Moments events. While no credit hours are awarded for Martin Moments, completion of the requirement is noted on the transcript on a pass/fail basis, and satisfactory completion is a requirement for graduation.

In addition to successful completion of the required General Education Core courses, assessment of outcomes in the General Education Core are made by using a nationally normed test before entrance into the college and another during the sophomore year. The college is presently requiring all entering students to take the American College Testing Program's Assessment Test (ACT) or the Educational Testing Service's Scholastic Aptitude Test (SAT) prior to admission to the college. All sophomores complete an appropriate assessment instrument.

The requirements and courses which will fulfill the Core are:

**General Education Core Requirements**

**Semester Hours**

|   |           |
|---|-----------|
| <b>Freshman Seminar</b> .....   | <b>1</b>  |
| FSM100.....   | 1         |
| <b>Martin Moments</b> .....   | <b>0</b>  |
| <b>Writing</b> .....  | <b>6</b>  |
| <i>The composition requirement must be satisfied by six (6) sequential hours.</i>     |           |
| ENG 101 - 102 English Comp I, II .....  | 6         |
| ENG 111 - 112 Honors English Comp I, II .....   | 6         |
| <b>Literature</b> .....   | <b>3</b>  |
| ENG 201 or 202 Literature of the Western World .....                                  | 3         |
| ENG 203 or 204 British Literature .....   | 3         |
| ENG 205 or 206 American Literature .....  | 3         |
| <b>Speech</b> .....   | <b>3</b>  |
| ENG 221 Speech .....  | 3         |
| <b>Humanities, Writing, or Speech</b> .....   | <b>3</b>  |
| <i>The Humanities requirement can be satisfied by completing:</i>                     |           |
| Literature to complete 6 sequential hours .....                                       | 3         |
| or  |           |
| Upper level literature, writing, speech, history, or religion/philosophy course ..... | 3         |
| <b>Religion/Philosophy</b> .....  | <b>6</b>  |
| REL 101 or 102 (required) .....   | 3         |
| <i>Select from</i> REL 101, REL 102, REL 201, or REL 241 .....                        | 3         |
| <b>History</b> .....  | <b>6</b>  |
| <i>The history requirement must be satisfied by six (6) sequential hours.</i>         |           |
| HIS 111 - 112 Western Civilization. I, II .....                                       | 6         |
| HIS 201 - 202 U S History I, II.....  | 6         |
| <b>Mathematics</b> .....  | <b>3</b>  |
| MAT 111 or higher ( <i>Refer to major for specific requirement</i> ) .....            | 3         |
| <b>Natural Science</b> .....  | <b>8</b>  |
| <i>The science requirement must be satisfied by eight (8) sequential hours.</i>       |           |
| BIO 111 - 112 Gen Biology I, II ( Zoology/Botany).....                                | 8         |
| PHY 101-102 Physical Science I, II.....   | 8         |
| CHE 111- 112 General Chemistry I, II.....   | 8         |
| PHY 241- 242 General Physics I, II.....   | 8         |
| <b>Fine Arts</b> .....  | <b>3</b>  |
| <i>Select from</i>  |           |
| ART 121 Art Survey I .....  | 3         |
| MUS 231 Music of West Civilization .....  | 3         |
| MUS 235 History of Jazz and Blues .....   | 3         |
| ENG 131 Drama and the Theatre.....  | 3         |
| <b>Physical Education</b> .....   | <b>1*</b> |
| PED 101 Conditioning Exercises (required of all students) .....                       | 1         |
| <i>For B.A. Degree</i>  |           |
| <b>Foreign Language (Intermediate Level)</b> .....                                    | <b>6</b>  |
| <i>For B.S. Degree</i>  |           |
| <b>Additional mathematics, science, or social science</b> .....                       | <b>68</b> |

**49 - 51**

The demonstration of computer literacy is also required as part of the college’s core requirements. This requirement can be satisfied by earning a minimum grade of “C” in MIS 120, or by passing the computer literacy examination that is administered each term. Failure to pass the literacy examination will require the satisfactory completion of MIS120 with a minimum grade of “C”.

\*Only two semester hours in physical education activity courses may be included in the hours required for graduation.

## Competency Requirements

Graduates of Martin Methodist College must demonstrate competency in the basic use of computers. Competency is defined below along with requirements that must be met in order to demonstrate competency.

### Computer Literacy Requirements

Each graduate is required to demonstrate a satisfactory level of computer competency. Computer competency is defined as:

1. A fundamental understanding of computer operating systems including the ability to format a CD, and create folders on that CD;
2. A basic command of word processing courseware that includes the ability to create, format and edit text;
3. An understanding of spreadsheet fundamentals that includes the ability to create a graph and manipulate both formulas and other information contained within cells;
4. A working knowledge of Internet researching, E-mailing, and Web page creating;
5. An understanding of merging databases with other courseware to create form letters and mail merges;
6. A fundamental understanding of presentation courseware that includes the ability to create a slide show;
7. Demonstrated awareness of issues related to computer ethics.

The satisfactory completion of the Computer proficiency examination requires a score of 70% or better. There is a \$25.00 test fee.



**Faculty and students work closely on a campus where “student nurture” is a foundational concept of the academic program.**



# **Bachelor's Degree Programs**

## **Division of Business**

### **The D.W. Johnston School of Business**

The D. W. Johnston School of Business was founded in 1994 to provide a focal point for the business program of the college. The school is named in honor of Mr. Daniel Webster Johnston, a highly respected Nashville businessperson and trustee of Martin Methodist College.

#### ***Division Chair — Gail M. Newton***

*Office: D. W. Johnston Center, Room 204*

*Telephone: (931) 363-9854*

*E-mail: gnewton@martinmethodist.edu*

#### ***Full-Time Faculty***

*Professors: Ermert*

*Associate Professors: Brown, McKenney, Newton, Stephenson*

*Assistant Professors: Wakefield.*

*Instructors: Wilson, Dunne,\**

The Division of Business offers a progressive business program that combines professional preparation with a strong liberal arts foundation. Business programs prepare students for a variety of professional careers in business, government, or the private sectors and/or to pursue graduate studies. The majors offered within the Division of Business are designed to provide an education that stresses written and oral communication skills, technical competence, moral awareness, and ethical values.

The Division of Business offers the bachelor's degree with majors in: Accounting, Business, Management Information Systems, and Sport Management. Each program is directed by a Program Coordinator. Students interested in a major within the Division of Business should consult the appropriate Program Coordinator as listed below:

*Accounting – Paula Stephenson*

*Business – William McKenney*

*Management Information Systems – Nan Wakefield*

*Sport Management – Tim E. Wilson*

In the pages that follow, the requirements for each degree are described along with the recommended curriculum for completing each degree.

*\*Denotes full-time employees whose appointment includes part-time teaching in addition to other non-teaching responsibilities.*

# BACHELOR'S DEGREE IN ACCOUNTING

**Goals:**

1. Graduates will possess the basic skills required to function effectively in entry-level positions in public, managerial, governmental, and non-profit accounting.
2. Graduates who so choose will be prepared for graduate study beyond the Bachelor's degree.
3. Graduates will possess effective communication skills (i.e. written, oral, and computational).
4. Graduates will possess an understanding of the principles of the accounting profession within the framework of Judeo-Christian ethics.

| <b>Degree Requirements</b>                    | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Core</b> .....           | <b>43</b>             |
| <i>Note: The Core should include MAT 131.</i> |                       |
| <b>Additional General Courses</b> .....       | <b>9</b>              |
| MAT 213 Math Mgmt/Social Science .....        | 3                     |
| MAT 251 Statistics.....                       | 3                     |
| PSY 111 General Psychology .....              | 3                     |
| <b>Required Accounting Courses</b> .....      | <b>30</b>             |
| BUS 221 Principles of Accounting I.....       | 3                     |
| BUS 222 Principles of Accounting II .....     | 3                     |
| BUS 311 Intermediate Accounting I.....        | 3                     |
| BUS 312 Intermediate Accounting II.....       | 3                     |
| BUS 321 Managerial Accounting .....           | 3                     |
| BUS 411 Advanced Accounting.....              | 3                     |
| BUS 451 Accounting Systems .....              | 3                     |
| BUS 453 Federal Taxes.....                    | 3                     |
| BUS 462 Auditing .....                        | 3                     |
| BUS 465 Accounting Theory .....               | 3                     |
| <b>Required Business Courses</b> .....        | <b>9</b>              |
| BUS 201 Principles of Economics-Macro.....    | 3                     |
| BUS 202 Principles of Economics-Micro.....    | 3                     |
| BUS 350 Business Law I.....                   | 3                     |
| <b>Business Elective Courses</b> .....        | <b>15</b>             |
| <i>Choose from the following:</i>             |                       |
| BUS 302 Managerial Finance .....              | 3                     |
| BUS 306 Principles of Marketing.....          | 3                     |
| BUS 310 Business Communications .....         | 3                     |
| BUS 330 Principles of Management.....         | 3                     |
| BUS 331 Cost Accounting .....                 | 3                     |
| BUS 340 Business Ethics.....                  | 3                     |
| BUS 351 Business Law II.....                  | 3                     |
| BUS 432 Human Resources Management.....       | 3                     |
| BUS 490 Strategic Management.....             | 3                     |
| <b>Other Electives</b> .....                  | <b>15</b>             |
| <b>Total Number of Hours Required</b> .....   | <b>121</b>            |

**Note: A minimum of three (3) semester hours of general electives must be numbered 300 or above**

**\* See catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree.**

## Recommended Curriculum for Accounting Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance. A minimum of forty-five (45) semester hours must be earned in courses numbered at 300 or above.

### Freshman Year

| <i>Fall Semester</i>              | <i>Spring Semester</i>            |
|-----------------------------------|-----------------------------------|
| ENG 101/111                    3  | ENG 102/112                    3  |
| HIS 111/201                    3  | HIS 112/202                    3  |
| MAT 131                        3  | REL 101/102                    3  |
| REL 241/201                    3  | PSY 111                         3 |
| FSM 101                         1 | Fine Arts or Elective           3 |
| <i>Total Hours</i> 13             | <i>Total Hours</i> 16             |

### Sophomore Year

| <i>Fall Semester</i>              | <i>Spring Semester</i>            |
|-----------------------------------|-----------------------------------|
| ENG 201/203/205                3  | MAT 213                         3 |
| Natural Science                4  | Natural Science                4  |
| BUS 201                         3 | BUS 202                         3 |
| BUS 221                         3 | BUS 222                         3 |
| General Elective                3 | General Elective                3 |
| <i>Total Hours</i> 16             | <i>Total Hours</i> 16             |

### Junior Year

| <i>Fall Semester</i>              | <i>Spring Semester</i>            |
|-----------------------------------|-----------------------------------|
| MAT 251                         3 | ENG 221                         3 |
| BUS 311                         3 | BUS 312                         3 |
| BUS 321                         3 | BUS 451                         3 |
| BUS 350                         3 | Business Elective               3 |
| Business Elective               3 | General Elective                3 |
| <i>Total Hours</i> 15             | <i>Total Hours</i> 15             |

### Senior Year

| <i>Fall Semester</i>              | <i>Spring Semester</i>            |
|-----------------------------------|-----------------------------------|
| Humanities Elective            3  | BUS 411                         3 |
| BUS 453                         3 | BUS 462                         3 |
| BUS 465                         3 | Business Elective               3 |
| Business Elective               3 | Business Elective               3 |
| General Elective                3 | General Elective                3 |
| <i>Total Hours</i> 15             | <i>Total Hours</i> 15             |

**Total Number of Hours Required.....121**

# BACHELOR'S DEGREE IN BUSINESS

**Goals:**

1. Graduates will possess the basic skills required to function effectively in entry level positions in the business world and in government and non-profit entities.
2. Graduates who so choose will be prepared to enter a graduate school of business.
3. Graduates will possess effective communication skills (i.e. written, oral, and computational).
4. Graduates will possess an understanding of the principles of business within the framework of Judeo-Christian ethics.

| <b><i>Degree Requirements</i></b>                      | <b><i>Semester Hours</i></b> |
|--|------------------------------|
| <b>General Education Core</b> .....                    | <b>43</b>                    |
| <i>Note: The Core should include MAT 131.</i>          |                              |
| <b>Additional General Courses</b> .....                | <b>9</b>                     |
| MAT 213 Math Mgmt/Social Science .....                 | 3                            |
| MAT 251 Statistics.....                                | 3                            |
| PSY 111 General Psychology I.....                      | 3                            |
| <b>Required Business Courses</b> .....                 | <b>39</b>                    |
| BUS 201 Principles of Economics-Macro .....            | 3                            |
| BUS 202 Principles of Economics-Micro.....             | 3                            |
| BUS 221 Principles of Accounting I.....                | 3                            |
| BUS 222 Principles of Accounting II .....              | 3                            |
| BUS 302 Managerial Finance .....                       | 3                            |
| BUS 306 Principles of Marketing.....                   | 3                            |
| BUS 310 Business Communications .....                  | 3                            |
| BUS 320 Management of Information Systems .....        | 3                            |
| BUS 321 Managerial Accounting .....                    | 3                            |
| BUS 330 Principles of Management.....                  | 3                            |
| BUS 350 Business Law I.....                            | 3                            |
| BUS 432 Human Resources Management.....                | 3                            |
| BUS 490 Strategic Management.....                      | 3                            |
| <b>Business Elective Courses</b> .....                 | <b>15</b>                    |
| <i>Choose from the following:</i>                      |                              |
| BUS 305 Intermediate Macroeconomics .....              | 3                            |
| BUS 340 Business Ethics.....                           | 3                            |
| BUS 351 Business Law II.....                           | 3                            |
| BUS 410 Organizational Communication .....             | 3                            |
| BUS 426 Entrepreneurship and Small Business Mgmt ..... | 3                            |
| BUS 430 Production Management .....                    | 3                            |
| BUS 431 Sales Management.....                          | 3                            |
| BUS 434 Organizational Behavior Management.....        | 3                            |
| BUS 440 International Business .....                   | 3                            |
| <b>Other Electives</b> .....                           | <b>15</b>                    |
| <b>Total Number of Hours Required</b> .....            | <b>121</b>                   |

*Note: A minimum of three (3) semester hours of general electives must be numbered 300 or above*

*\* See catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree.*

## Recommended Curriculum for Business Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>       | <i>Spring Semester</i>    |
|----------------------------|---------------------------|
| ENG 101/111            3   | ENG 102/112            3  |
| REL 241/201           3    | REL 101/102            3  |
| HIS 111/201           3    | HIS 112/202            3  |
| Fine Arts                3 | MAT 131                 3 |
| General Elective      3    | PSY 111                 3 |
| FSM 101                 1  | PED 101                 1 |
| <i>Total Hours</i> 16      | <i>Total Hours</i> 16     |

### Sophomore Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>     |
|---------------------------|----------------------------|
| ENG 201/203/205      3    | Humanities Elective      3 |
| Natural Science        4  | Natural Science         4  |
| BUS 201                 3 | MAT 251                 3  |
| BUS 221                 3 | BUS 202                 3  |
| General Elective      3   | BUS 222                 3  |
| <i>Total Hours</i> 16     | <i>Total Hours</i> 16      |

### Junior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>     |
|---------------------------|----------------------------|
| BUS 302                 3 | MAT 213                 3  |
| BUS 310                 3 | BUS 306                 3  |
| BUS 321                 3 | BUS 320                 3  |
| BUS 330                 3 | Business Elective        3 |
| BUS 350                 3 | ENG 221                 3  |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15      |

### Senior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>     |
|---------------------------|----------------------------|
| BUS 432                 3 | BUS 490                 3  |
| Business Elective      3  | Business Elective        3 |
| Business Elective      3  | Business Elective        3 |
| General Elective       3  | General Elective         3 |
| General Elective       3  |                            |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 12      |

**Total Number of Hours Required..... 121**

# BACHELOR'S DEGREE IN MANAGEMENT INFORMATION SYSTEMS

**Goals:**

1. Graduates will demonstrate a basic level of competence in software applications.
2. Graduates will possess effective communication and skills (i.e. written, oral and computational).
3. Graduates who choose to do so will be prepared to enter a graduate program in Management Information Systems.
4. Graduates will be able to design and implement a stable management information system customized to institutional or corporate needs.
5. Graduates will be able to manage information in such a way that the dataset is available as a secure and reliable platform for corporate or institutional functions.
6. Graduates will possess an understanding of the purposes of Management Information Systems within the framework of Judeo-Christian ethics.

| <b><i>Degree Requirements</i></b>                           | <b><i>Semester Hours</i></b> |
|---|------------------------------|
| <b>General Education Core</b> .....                         | <b>43</b>                    |
| <i>Note: The Core should include MAT 131.</i>               |                              |
| <b>Additional General Courses</b> .....                     | <b>6</b>                     |
| MAT 213 Math Mgmt/Social Science .....                      | 3                            |
| MAT 251 Statistics.....                                     | 3                            |
| <b>Required Business Courses</b> .....                      | <b>63</b>                    |
| BUS 201 Principals of Economics – Macro .....               | 3                            |
| BUS 202 Principals of Economics – Micro.....                | 3                            |
| BUS 221 Principals of Accounting I.....                     | 3                            |
| BUS 222 Principals of Accounting II .....                   | 3                            |
| BUS 302 Managerial Finance.....                             | 3                            |
| BUS 306 Principals of Marketing.....                        | 3                            |
| BUS 310 Business Communications .....                       | 3                            |
| BUS 320 Management of Information Systems .....             | 3                            |
| BUS 330 Principals of Management.....                       | 3                            |
| BUS 350 Business Law .....                                  | 3                            |
| MIS 210 Information Management I.....                       | 3                            |
| MIS 220 Information Management II.....                      | 3                            |
| MIS 340 Introduction to Programming Logic and Design .....  | 3                            |
| MIS 350 Introduction to Program and System Development..... | 3                            |
| MIS 360 Visual Basic and Business Applications .....        | 3                            |
| MIS 380 E-Commerce and Web Pages.....                       | 3                            |
| MIS 410 Information Systems Applications.....               | 3                            |
| MIS 420 Operating Systems Analysis and Administration.....  | 3                            |
| MIS 430 Networks and Distributed Data Processing .....      | 3                            |
| MIS 440 System Analysis and Design.....                     | 3                            |
| MIS 450 Database Development and Administration.....        | 3                            |
| <b>Suggested Electives</b> .....                            | <b>9</b>                     |
| BUS 340 Business Ethics.....                                | 3                            |
| BUS 410 Organizational Communication .....                  | 3                            |
| BUS 440 Strategic Management.....                           | 3                            |
| MIS 460 Practicum .....                                     | 3                            |
| ENG 421 Nature Literature.....                              | 3                            |
| ENG 423 Introduction to Film.....                           | 3                            |
| PSY 111 General Psychology .....                            | 3                            |
| REL 371 Concepts of Mankind.....                            | 3                            |
| <b>Total Number of Hours Required</b> .....                 | <b>121</b>                   |

<sup>4</sup>See catalog reference or program coordinator for degree requirements for either BA or BS degree.

## MINOR IN MANAGEMENT INFORMATION SYSTEMS

|  |           |
|--|-----------|
| <b>Option I (System Development)</b> .....                   | <b>18</b> |
| MIS 210, 220 Information Management I and II .....           | 6         |
| MIS 340 Introduction to Programming Logic and Design.....    | 3         |
| MIS 360 Visual Basic and Business Applications.....          | 3         |
| MIS Electives (Upper Level).....                             | 6         |
| <b>Option II (System Administration)</b> .....               | <b>18</b> |
| MIS 210, 220 Information Management I and II .....           | 6         |
| MIS 410 Introduction Systems Applications.....               | 3         |
| MIS 440 System Analysis and Design .....                     | 3         |
| MIS Electives (Upper Level).....                             | 6         |
| <b>Upper Level MIS Electives</b>                             |           |
| MIS 350 Introduction to Program and System Development ..... | 3         |
| MIS 380 E-Commerce and Web Pages .....                       | 3         |
| MIS 420 Operating Systems Analysis and Administration .....  | 3         |
| MIS 430 Networks and Distributed Data Processing.....        | 3         |
| MIS 450 Database Development and Administration .....        | 3         |



**Students use computers located across campus, included the lab in Johnston Academic Center.**

# Recommended Curriculum for Management Information Systems Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

## Freshman Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| ENG 101/111          | 3         | ENG 102/112            | 3         |
| HIS 111/201          | 3         | HIS 112/202            | 3         |
| MAT 131              | 3         | Fine Arts              | 3         |
| Natural Science      | 4         | Natural Science        | 4         |
| REL 102              | 3         | Religion/Philosophy    | 3         |
| FSM 101              | 1         | PED 101                | 1         |
| <hr/>                |           | <hr/>                  |           |
| <i>Total Hours</i>   | <i>17</i> | <i>Total Hours</i>     | <i>17</i> |

## Sophomore Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| Literature           | 3         | ENG 221                | 3         |
| MAT 251              | 3         | MAT 213                | 3         |
| BUS 201              | 3         | BUS 202                | 3         |
| BUS 221              | 3         | BUS 222                | 3         |
| MIS 210              | 3         | MIS 220                | 3         |
| <hr/>                |           | <hr/>                  |           |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>15</i> |

## Junior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| Humanities           | 3         | BUS 306                | 3         |
| BUS 302              | 3         | BUS 330                | 3         |
| BUS 310              | 3         | MIS 350                | 3         |
| BUS 320              | 3         | MIS 360                | 3         |
| MIS 340              | 3         | MIS 380                | 3         |
| <hr/>                |           | <hr/>                  |           |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>15</i> |

## Senior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| BUS 350              | 3         | MIS 430                | 3         |
| MIS 410              | 3         | MIS 440                | 3         |
| MIS 420              | 3         | Suggested Elective     | 3         |
| MIS 450              | 3         | Suggested Elective     | 3         |
| Suggested Elective   | 3         | <hr/>                  |           |
| <hr/>                |           | <i>Total Hours</i>     | <i>12</i> |
| <i>Total Hours</i>   | <i>15</i> |                        |           |

**Total Number of Hours Required..... 121**



# BACHELOR'S DEGREE IN SPORT MANAGEMENT

**Goals:**

1. Graduates will possess the managerial skills required to function effectively in the sport industry.
2. Graduates will possess the academic and practical experiences needed to gain successful employment upon graduation.
3. Graduates will be prepared to enter graduate school.
4. Graduates will possess effective communication skills.

| <b>Degree Requirements</b>   | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Core</b> .....                                | <b>43</b>             |
| <i>Note: The Core should include MAT 131, BIO 111 and BIO 112.</i> |                       |
| <b>Additional General Courses</b> .....                            | <b>6</b>              |
| MAT 213 Math Mgmt/Social Science .....                             | 3                     |
| MAT 251 Statistics.....  | 3                     |
| <b>Required Sport Management Courses</b> .....                     | <b>57</b>             |
| BUS 201 Principles of Economics-Macro .....                        | 3                     |
| BUS 202 Principles of Economics-Micro.....                         | 3                     |
| BUS 221 Principles of Accounting I.....                            | 3                     |
| BUS 222 Principles of Accounting II .....                          | 3                     |
| BUS 320 Management of Information Systems .....                    | 3                     |
| BUS 350 Business Law I.....  | 3                     |
| BUS 432 Human Resources Management.....                            | 3                     |
| SPM 200 Introduction to Sport Management .....                     | 3                     |
| SPM 201 Sport Management Practicum.....                            | 3                     |
| SPM 311 Theory to Practice in Sport Management.....                | 3                     |
| SPM 321 Management of Leisure/Sport Facilities .....               | 3                     |
| SPM 331 Legal Aspects of Sport Management .....                    | 3                     |
| SPM 400 Sport Finance .....  | 3                     |
| SPM 401 Sport Marketing .....                                      | 3                     |
| SPM 411 Event Management.....                                      | 3                     |
| SPM 421 Sport Management Internship.....                           | 12                    |
| <b>Business/Sport Management Elective Courses</b> .....            | <b>9</b>              |
| <i>Choose from the following:</i>                                  |                       |
| SPM 350 Current Trends/Issues in Sport Management .....            | 3                     |
| BUS 302 Managerial Finance .....                                   | 3                     |
| BUS 306 Principles of Marketing.....                               | 3                     |
| BUS 310 Business Communications .....                              | 3                     |
| BUS 321 Managerial Accounting .....                                | 3                     |
| BUS 330 Principles of Management.....                              | 3                     |
| BUS 340 Business Ethics.....                                       | 3                     |
| BUS 351 Business Law II.....                                       | 3                     |
| BUS 410 Organizational Communication .....                         | 3                     |
| <b>General Elective Courses</b> .....                              | <b>6</b>              |
| <b>Total Number of Hours Required</b> .....                        | <b>121</b>            |

## Recommended Curriculum for Sport Management Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| HIS 111/201            3     | HIS 112                    3 |
| MAT 131                 3    | BIO 112                    4 |
| BIO 111                 4    | ART 121/MUS 231        3     |
| PED 101                1     | ENG 221                    3 |
| FSM 101                1     |                              |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 16        |

### Sophomore Year

| <i>Fall Semester</i>     | <i>Spring Semester</i>      |
|--------------------------|-----------------------------|
| ENG 201/203/205       3  | ENG 202/204/206       3     |
| REL 101/102           3  | REL _____           3       |
| SPM 200                3 | SPM 201                   3 |
| BUS 201                3 | MAT 251                   3 |
| BUS 221                3 | BUS 202                   3 |
|                          | BUS 222                   3 |
| <i>Total Hours</i> 15    | <i>Total Hours</i> 18       |

### Junior Year

| <i>Fall Semester</i>     | <i>Spring Semester</i>      |
|--------------------------|-----------------------------|
| BUS 350                3 | BUS 320                   3 |
| SPM 321                3 | SPM 331                   3 |
| MAT 213                3 | SPM 311                   3 |
| General Elective       3 | SPM 401                   3 |
| General Elective       3 | SPM 411                   3 |
| <i>Total Hours</i> 15    | <i>Total Hours</i> 15       |

### Senior Year

| <i>Fall Semester</i>     | <i>Spring Semester</i>       |
|--------------------------|------------------------------|
| BUS 432                3 | SPM 421                   12 |
| SPM 400                3 |                              |
| BUS/SPM Elective     3   | <i>Total Hours</i> 12        |
| Business Elective     3  |                              |
| Business Elective     3  |                              |
| <i>Total Hours</i> 15    |                              |

**Total Number of Hours Required.....121**

## Division of Education

Martin Methodist College's Division of Education is dedicated to the development of education professionals that are prepared to participate in professional, social, and technological change; who are committed to lifelong learning, service, and continuing professional development through inquiry and reflective practice; and who work in partnership with a range of constituents to effect change at the local level.

### ***Division Chair – Grace A. Meier***

*Office: D. W. Johnston Center, Room 230*

*Telephone: (931) 363-9857*

*E-mail: gmeier@martinmethodist.edu*

### ***Full-Time Faculty***

*Professors: Gregory\*, Meier*

*Associate Professors: Hughes\*, McMasters*

*Assistant Professors: Haskins, Lee,*

*Instructors: Fairchild\*, Ficca\*, Hammond\*, Ogilvie\*, Paul\**

The Division of Education offers the bachelor's degree in Elementary Education with licensure to teach grades K-6\*\*; bachelors' degrees in secondary education majors in biology, business, English and history with licensure to teach grades 7-12; and a bachelor's degree in physical education with licensure to teach grades K-12. Licensure endorsements are also offered in driver education and school food services supervisor. Because the licensure programs are professional programs, formal application must be made and approval granted for admission into each program. These requirements are described in the following pages along with the course requirements and recommended curriculum for each program.. Students interested in a major within the Division of Education should consult the appropriate Program Coordinator as listed below:

*Elementary Education – Grace A Meier*

*Secondary Teacher Education – Kerbe B. Lee*

*Physical Education – Daniel N. McMasters*

Regulations in effect at the time the student is admitted to the appropriate program within the Division of Education shall be considered binding unless directed otherwise by the Tennessee State Department of Education. That department periodically revises the requirements governing teacher licensure in the state of Tennessee. Therefore, degree requirements leading to licensure in all Martin Methodist College (MMC) teacher education programs are subject to change from those published in the college catalog. Education students are required to seek advisement from their mentors and/or the program coordinator as early as possible in the program of study to ensure that both degree requirements and licensure requirements are met.

*\* Denotes full-time employees whose appointment includes part-time teaching in addition to other non-teaching responsibilities.*

*\*\* Candidates graduating before September 1, 2007, will graduate with a K-8 license. Current catalog information reflects the new requirements for K-6 licensure.*

## ADMISSION TO THE EDUCATION PROGRAM

All students who desire a bachelor's degree with licensure in any program within the Division of Education, including the alternative route in elementary education, are required to apply for admission to the appropriate program during the second semester of the sophomore year. Full admission to the program must be attained no later than the semester prior to clinical practice or no later than the final semester for those students choosing to take the elementary education alternative route. An application must be submitted to the office of the appropriate program coordinator. The application contains the specific requirements for admission to the desired program and will be processed and acted upon by the Teacher Education Committee.

EDU 101, Education as a Profession and EDU 305, Educational Psychology are the only education courses students may take at MMC prior to admission to the education program.

Before beginning any field experiences required in some of the methods and professional education courses, membership in Student Tennessee Education Association (STEA) is required to further familiarize the candidate with professional commitment and involvement responsibilities as well as for insurance liability purposes.

The following are desirable dispositions that candidates will be expected to demonstrate by the completion of their program:

- possesses a positive attitude about life and teaching
- spends adequate time in preparation for assigned tasks
- participates in professional activities
- accepts responsibility for outcomes
- seeks professional development opportunities
- knows areas of personal strengths and weaknesses
- uses reflection techniques to improve performance
- sets high expectations for personal performance
- capable of achieving results
- is enthusiastic about assigned tasks
- displays creativity in tasks undertaken
- is empathetic toward others
- exhibits self-confidence in tasks undertaken

According to the requirements as noted on the application, in addition to a satisfactorily completed application, all students seeking admission to a program within the Division of Education shall have:

- a minimum cumulative GPA of 2.5;
- completed at least thirty (30) semester hours and EDU 101;
- at least a "C" in ENG 101 and ENG 102;
- at least a "C" in ENG221;
- at least a "C" in the appropriate math course listed for that program (see application or specific program requirements);
- made or surpassed state required scores on one of the following standardized tests:
  - Praxis I ( Pre-Professional Skills Test reading, writing, and math) or
  - a required composite score of 22 on the ACT or
  - a required combined verbal and mathematical score of 1020 on the old SAT or 1530 on the new SAT

- a satisfactory rating on three copies of the Personal/Professional Dispositions Evaluation completed by the applicant, a community person, and a Martin Methodist College professor;
- submitted a satisfactory essay writing sample;
- submitted a working portfolio;
- satisfactorily completed an admission interview with members of the Teacher Education Committee;
- submitted complete college transcripts,
- valid membership in STEA which will be continued until completion of the clinical practice semester.

The applicant will be notified in writing as to the decision of the Teacher Education Committee. Applicants who are denied admission because of certain deficiencies in their program of study must re-apply for admission once the deficiencies are removed. An appeals process enables students to re-apply to the committee for admission. Any student denied admission a second time may then appeal to the Curriculum and Academic Policy Committee through the Vice President for Academic Affairs.

## Admission to Clinical Practice for All Programs of the Division of Education

All students who desire Tennessee teacher licensure in any program within the MMC Division of Education will engage in fifteen weeks of clinical practice in two different placements (one of eight weeks and one of seven weeks). Candidates shall refer to the Application for Admission to Clinical Practice and the Clinical Practice Handbook for specific requirements for each program. All candidates shall obtain approval for admission to clinical practice from the Teacher Education Committee. Clinical practice placement will be in the state of Tennessee within a 50-mile radius of Martin Methodist College. To be eligible for participation in clinical practice, candidates shall have:

- been admitted to the Teacher Education Program;
- completed and submitted to the program coordinator all required components of the Application for Admission to Clinical Practice by the semester prior to clinical practice;
- completed all course work except clinical practice and clinical practice seminar;
- been classified a senior (92+ hours) by the Registrar's Office and be within two semesters of graduation;
- passed all required sections of the Praxis II;
- a cumulative grade point average of at least 2.50 in all course work taken at Martin Methodist College and/or transferred to Martin;
- earned a "C" or better in each major and professional education course;
- passed a background check paid for by the candidate;
- a satisfactory rating on three copies of the Personal /Professional Disposition Evaluation completed by the applicant, the candidate's mentor, and a Martin Methodist College professor;
- submitted a working portfolio;
- obtained and provided proof of professional membership (STEA);
- received approval of the Teacher Education Committee.

Formal application to clinical practice must be completed and submitted to the office of the program coordinator by March 15 of the spring semester and by October 15 of the fall semester prior to the semester in which the student enrolls in clinical practice and clinical practice seminar. Except for special circumstance, the following policy will be followed:

- Scores from the November Praxis II test date will not be accepted for clinical practice placement for the following spring.

- Scores from the June Praxis II test will not be accepted for clinical practice placement for the following fall.

The suggested timetable for progress through the licensure process for all programs within the Division of Education is as follows:

- Sophomore year, 1<sup>st</sup> semester; admissions interview and take Praxis I (if ACT score is not 22 or above)
- Sophomore year, 2<sup>nd</sup> semester; apply for admission to the program
- Junior year, 2<sup>nd</sup> semester; take all applicable Praxis II exams
- Senior year, 1<sup>st</sup> semester; retake Praxis II exams if needed ; complete all degree course work; and apply for clinical practice
- Senior year, 2<sup>nd</sup> semester; clinical practice and seminar, complete all degree requirements

## Admission to the Alternate Route in the Elementary Education Program

A student may elect to get a bachelor's degree in elementary education without getting a teaching license. Students are required to apply for admission to the Elementary Education Program during the first semester of the sophomore year. Full admission must be attained no later than the final semester. Students are not required to meet the following program requirements:

- Pass any Praxis II tests;
- Submit a showcase portfolio;
- Enroll in EDU 452 and EDU 453.

The alternate 12 hours of upper-division work will consist of the following:

- One or more three-hour upper-division English courses;
- One or more three hour upper-division religion, sociology, or social work courses;
- One or more three hour upper-division psychology courses;
- A fourth course must be chosen from the above disciplines.

The proposed alternative schedule must be submitted to the Teacher Education Committee for approval before the final semester.

## Other Program Information

A student who fails any or all parts of the Praxis I twice has the right to appeal in writing to the Teacher Education Committee through the chair of the education division. The program coordinator, under the guidance of the committee, shall arrange a rigorous, well-monitored program of remediation in the problem areas. Upon completion of the required remediation, the student's situation will be reviewed by the program coordinator and an appropriate recommendation made to the committee. Appealing does not automatically exempt a student from further Praxis I tests.

The creation of a portfolio containing examples of student work is required for admission to the program and clinical practice. The working portfolio should be continually updated. The final showcase portfolio is created during clinical practice as a capstone project and is evaluated as an exit assessment. The program coordinator has portfolio guidelines.

Candidates preparing for clinical practice in the fall semester should take the Praxis II on the January, March,

April, and/or June test dates; scores should return in time to schedule clinical practice in the fall. Early testing allows time to replace failed scores. Spring semester clinical practitioners should also take the Praxis II on the January, March, April, and/or June test dates of the previous year. Praxis II tests taken on the September date allow no time for retakes. Scores from the November test date do not return to MMC in time for a student to be placed in clinical practice that spring. Scores from the June test date do not return to MMC in time for a student to be placed in clinical practice that fall.

Candidates still lacking course work may appeal to the Teacher Education Committee for permission to take one course in the night program, by directed study, or correspondence during the clinical practice semester.

Candidates have two clinical practice placements; one of eight weeks; the other of seven weeks. The Teacher Education Committee approves all candidates for admission to clinical practice.

No candidate is permitted to participate in collegiate sports during clinical practice.

*During the 2000-2001, 2001-2002, 2002-2003, 2003-2004, and 2004-2005 academic years, a 100% pass rate was achieved by all program completers in all programs of the MMC Division of Education as defined by Title II of the Higher Education Act.*

## Post Baccalaureate Students Seeking Initial Licensure, Endorsement, or Highly Qualified Status

Students who have a baccalaureate degree and who are seeking only initial licensure, endorsement, or high qualified status and no additional degree from Martin Methodist College will have all core requirements waived and need only complete the hours required for the desired licensure. A post baccalaureate student who seeks an additional degree is subject to the requirements for a second baccalaureate degree described above. If the first degree is from Martin Methodist College, the core requirements generally shall be waived unless there are obvious weaknesses because of Core changes since the original degree was earned.



**Receiving a Martin Methodist degree can be a family affair.**

# BACHELOR'S DEGREE IN ELEMENTARY EDUCATION WITH K-6 LICENSURE

**Goals:** Graduates of the Elementary Education Program shall:

1. Exemplify high standards of social, intellectual, emotional, academic and professional behavior;
2. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators and parents;
3. Nurture their students by modeling and promoting the ideals of American democracy and of personal wellness; and
4. Attain certification as an elementary teacher in the state of Tennessee.

| <b>Degree Requirements</b>   | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Core</b> .....  | <b>49</b>             |
| <i>Note: The Core should include, ENG201, ENG202, HIS201, HIS202, MAT112 or higher, PHY101/102, PSY 111, PSY 211, REL 241, and MUS 231 or ART 121.</i> |                       |
| <b>Additional General Courses</b> .....  | <b>3</b>              |
| EDU 101 Education as a Profession .....  | 3                     |
| <b>Additional Interdisciplinary Study Courses</b> .....  | <b>9</b>              |
| HIS 221 American Government.....   | 3                     |
| HIS 241 World Geography.....   | 3                     |
| SOC 211 Principles of Sociology .....  | 3                     |
| <b>Major Field of Study</b> .....  | <b>35</b>             |
| ART 301 Arts & Crafts for Youth .....  | 2                     |
| BIO 111 General Biology I-Zoology .....  | 4                     |
| BUS 200 Economic Concepts and Applications.....  | 3                     |
| EDU 313 Language Literacy .....  | 2                     |
| EDU 314 Kindergarten Curriculum & Teaching Methods .....   | 2                     |
| EDU 341 Social/Natural Science Methods.....  | 2                     |
| EDU 343 Problem Solving/Math Methods.....  | 2                     |
| ENG 310 Literature for Youth .....   | 3                     |
| ENG 315 Advanced Grammar .....   | 3                     |
| MAT 211 Math Concepts .....  | 3                     |
| MUS 310 Music for Youth.....   | 1                     |
| PED 111 Personal and Community Health.....   | 3                     |
| PED 211 First Aid and Emergency Care.....  | 3                     |
| EDU 321 Physical Education for Elementary Teachers .....   | 2                     |
| <b>Professional Education Courses</b> .....  | <b>28</b>             |
| EDU 305 Educational Psychology.....  | 3                     |
| EDU 315 The Exceptional Child .....  | 3                     |
| EDU 331 Educational Assessment.....  | 3                     |
| EDU 342 Classroom Management .....   | 2                     |
| EDU 410 Technology in Education .....  | 3                     |
| EDU 412 Language Lit Methods .....   | 2                     |
| EDU 452 Clinical Practice in Grades K-6.....   | 11                    |
| EDU 453 Clinical Practice Seminar.....   | 1                     |

**Total Number of Hours Required**..... **124**

\*See catalog reference or program coordinator for degree requirements for either BA or BS degree in Elementary Education.



## Recommended Curriculum for Elementary Education Degree with K-6 Licensure

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | EDU 101                    3 |
| FSM 100                   1  | ENG 102                   3  |
| PED 111                   3  | MAT 112                   3  |
| PED 211                   3  | PED 101                   1  |
| PHY 102                   4  | PHY 101                   4  |
| PSY 111                   3  | ART 121 or MUS 231     3     |
| <i>Total Hours</i> 17        | <i>Total Hours</i> 17        |

### Sophomore Year

| <i>Fall Semester</i>        | <i>Spring Semester</i>      |
|-----------------------------|-----------------------------|
| BIO 111                   4 | EDU 315                   3 |
| ENG 201                   3 | ENG 202                   3 |
| ENG 221                   3 | HIS 202                   3 |
| HIS 201                   3 | PSY 211                   3 |
| REL 102                   3 | REL 241                   3 |
| <i>Total Hours</i> 16       | <i>Total Hours</i> 15       |

### Junior Year

| <i>Fall Semester</i>        | <i>Spring Semester</i>      |
|-----------------------------|-----------------------------|
| EDU 333                   2 | EDU 321                   2 |
| EDU 314                   2 | EDU 342                   2 |
| EDU 331                   3 | EDU 343                   2 |
| EDU 410                   3 | EDU 412                   2 |
| ENG 315                   3 | ENG 310                   3 |
| MAT 211                   3 | EDU 305                   3 |
| MUS 310                   1 |                             |
| <i>Total Hours</i> 17       | <i>Total Hours</i> 16       |

### Senior Year

| <i>Fall Semester</i>        | <i>Spring Semester</i>       |
|-----------------------------|------------------------------|
| ART 301                   2 | EDU 452                   11 |
| BUS 200                   3 | EDU 453                   1  |
| EDU 341                   2 |                              |
| SOC 211                   3 | <i>Total Hours</i> 12        |
| HIS 241                   3 |                              |
| <i>Total Hours</i> 16       |                              |

**Total Number of Hours Required** ..... 124

- Apply for admission to the program as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.
- All required sections of the Praxis II shall be passed prior to the clinical practice semester.

# BACHELOR OF SCIENCE IN BIOLOGY WITH 7-12 LICENSURE

**Goals:** Graduates of the Secondary Teacher Education Program in Biology shall:

1. Master information from courses taken in general education, biology, and professional education;
2. Exemplify high standards of social, intellectual, emotional, academic, and professional behavior;
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents;
4. Nurture their students by modeling and promoting the ideals of American democracy and personal wellness; and
5. Pass the appropriate Praxis II examinations and attain certification as a secondary biology teacher in Tennessee.

| <b>Degree Requirements</b>  | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Courses</b>  | <b>62</b>             |
| <i>Core Requirements to include:</i> , MAT 141, PHY 101/102, PSY 111, and PSY 211 | 51                    |
| <b>Additional General Education Requirements</b>                                  | <b>11</b>             |
| CHE 111/112 General Chemistry   | 8                     |
| EDU 101 Education as a Profession   | 3                     |
| <b>Major Field of Study</b>   | <b>32</b>             |
| <i>Required Biology Courses</i>   | 20                    |
| BIO 111/112 General Biology I & II — Zoology & Botany                             | 8                     |
| BIO 301 Genetics  | 4                     |
| BIO 331 Cell Biology  | 4                     |
| BIO 341 Ecology   | 4                     |
| <i>Biology Electives [choose from the following]</i>                              | 12                    |
| BIO 201/202 Human Anatomy and Physiology I & II                                   | 8                     |
| BIO 310 Biology Seminar   | 2                     |
| BIO 321 Parasitology  | 3                     |
| BIO 322 Parasitology Lab  | 1                     |
| BIO 351 Morphology of Non-Vascular Plants   | 4                     |
| BIO 353 Anatomy and Morphology of Vascular Plants                                 | 4                     |
| BIO 361 Microbiology  | 4                     |
| BIO 399 Bioethics   | 3                     |
| BIO 421 Systemic Botany   | 4                     |
| BIO 461 Comparative Anatomy   | 4                     |
| PSY 424 Physiological Psychology  | 3                     |
| <b>Professional Education</b>   | <b>28</b>             |
| EDU 305 Educational Psychology  | 3                     |
| EDU 315 The Exceptional Child   | 3                     |
| EDU 331 Educational Assessment  | 3                     |
| EDU 342 Classroom Management  | 2                     |
| EDU 410 Technology in Education   | 3                     |
| EDU 420 Strategies for Teaching Biology   | 2                     |
| EDU 456 Clinical Practice in Grades 7-12  | 11                    |
| EDU 457 Clinical Practice Seminar   | 1                     |
| <b>Total Number of Hours Required</b>   | <b>122</b>            |

\*See catalog reference or program coordinator for degree requirements for either BA or BS degree in Biology Education.

## Recommended STEP Curriculum for Biology Majors with Secondary Licensure

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the Biology Department for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| BIO 111                    4 | BIO 112                    4 |
| MAT 141                    3 | PED 101                    1 |
| REL 101 or 102            3  | REL 201 or 241            3  |
| EDU 101                    3 | EDU 101                    3 |
| FSM 100                    1 |                              |
| <i>Total Hours</i> 16        | <i>Total Hours</i> 14        |

### Sophomore Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 201                    3 | ENG 202                    3 |
| HIS 201                    3 | HIS 202                    3 |
| PSY 111                    3 | CHE 112                    4 |
| CHE 111                    4 | Biology Major            4   |
| Biology Major            4   | Biology Major            4   |
| <i>Total Hours</i> 18        | <i>Total Hours</i> 18        |

### Junior Year

| <i>Fall Semester</i>            | <i>Spring Semester</i>       |
|---------------------------------|------------------------------|
| ENG 331                    3    | Biology Major            4   |
| EDU 305                    3    | Biology Major            4   |
| ART 121 or MUS 231 or ENG 131 3 | Biology Major            4   |
| PSY 211                    3    | EDU 342                    3 |
| Biology Major            4      | ENG 221                    3 |
| <i>Total Hours</i> 16           | <i>Total Hours</i> 18        |

### Senior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>        |
|------------------------------|-------------------------------|
| Biology Major            4   | EDU 456                    11 |
| Biology Major            3   | EDU 457                    1  |
| EDU 315                    3 |                               |
| EDU 410                    3 |                               |
| EDU 420                    3 |                               |
| <i>Total Hours</i> 17        | <i>Total Hours</i> 12         |

**Total Number of Hours Required..... 122**

- Apply for admission to the program as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.
- All required sections of the Praxis II shall be passed prior to the clinical practice semester.

# BACHELOR'S DEGREE IN BUSINESS WITH 7-12 LICENSURE

**Goals:** Graduates of the Secondary Teacher Education Program in business shall:

1. Master information from courses taken in general education, biology, and professional education;
2. Exemplify high standards of social, intellectual, emotional, academic, and professional behavior;
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents;
4. Nurture their students by modeling and promoting the ideals of American democracy and personal wellness; and
5. Pass the appropriate Praxis II examinations and attain certification as a secondary biology teacher in Tennessee.

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|                                  |                       |
|----------------------------------|-----------------------|
| <b>Degree Requirements</b> ..... | <b>Semester Hours</b> |
|----------------------------------|-----------------------|

---

|  |           |
|--|-----------|
| <b>General Education Courses</b> ..... | <b>61</b> |
|--|-----------|

|  |    |
|--|----|
| <i>Core Requirements to include: MAT 131 (or higher), PSY 111, and PSY 211</i> ..... | 49 |
|--|----|

|  |    |
|--|----|
| <i>Additional General Education Requirements</i> ..... | 12 |
|--|----|

|   |   |
|---|---|
| MAT 231 Math for Mgmt/Social Sciences ..... | 3 |
|---|---|

|                          |   |
|--------------------------|---|
| MAT 251 Statistics ..... | 3 |
|--------------------------|---|

|   |   |
|---|---|
| EDU 101 Education as a Profession ..... | 3 |
|---|---|

|                           |   |
|---------------------------|---|
| MIS 114 Keyboarding ..... | 3 |
|---------------------------|---|

|                                   |           |
|-----------------------------------|-----------|
| <b>Major Field of Study</b> ..... | <b>33</b> |
|-----------------------------------|-----------|

|  |    |
|--|----|
| <i>Required Business Courses</i> ..... | 30 |
|--|----|

|   |   |
|---|---|
| MIS 116 Introduction to Word/Information Processing ..... | 3 |
|---|---|

|  |   |
|--|---|
| BUS 200 Economic Concepts and Applications ..... | 3 |
|--|---|

|  |   |
|--|---|
| BUS 221 Principles of Accounting I ..... | 3 |
|--|---|

|   |   |
|---|---|
| BUS 222 Principles of Accounting II ..... | 3 |
|---|---|

|                                  |   |
|----------------------------------|---|
| BUS 302 Managerial Finance ..... | 3 |
|----------------------------------|---|

|                                       |   |
|---------------------------------------|---|
| BUS 306 Principles of Marketing ..... | 3 |
|---------------------------------------|---|

|                                       |   |
|---------------------------------------|---|
| BUS 310 Business Communications ..... | 3 |
|---------------------------------------|---|

|  |   |
|--|---|
| BUS 320 Management Information Systems ..... | 3 |
|--|---|

|  |   |
|--|---|
| BUS 330 Principles of Management ..... | 3 |
|--|---|

|                              |   |
|------------------------------|---|
| BUS 350 Business Law I ..... | 3 |
|------------------------------|---|

|  |   |
|--|---|
| <i>Business Electives (choose from those courses listed below)</i> ..... | 3 |
|--|---|

|  |   |
|--|---|
| BUS 101 Introduction to Business ..... | 3 |
|--|---|

|   |   |
|---|---|
| BUS 201 Principles of Economics I ..... | 3 |
|---|---|

|  |   |
|--|---|
| BUS 202 Principles of Economics II ..... | 3 |
|--|---|

|  |   |
|--|---|
| BUS 215 Advanced Word/Information Processing ..... | 3 |
|--|---|

|                                     |           |
|-------------------------------------|-----------|
| <b>Professional Education</b> ..... | <b>28</b> |
|-------------------------------------|-----------|

|                                      |   |
|--------------------------------------|---|
| EDU 305 Educational Psychology ..... | 3 |
|--------------------------------------|---|

|                                     |   |
|-------------------------------------|---|
| EDU 315 The Exceptional Child ..... | 3 |
|-------------------------------------|---|

|                                      |   |
|--------------------------------------|---|
| EDU 331 Educational Assessment ..... | 3 |
|--------------------------------------|---|

|                                    |   |
|------------------------------------|---|
| EDU 342 Classroom Management ..... | 2 |
|------------------------------------|---|

|                                       |   |
|---------------------------------------|---|
| EDU 410 Technology in Education ..... | 3 |
|---------------------------------------|---|

|  |   |
|--|---|
| EDU 423 Strategies for Teaching Secondary Business ..... | 2 |
|--|---|

|  |    |
|--|----|
| EDU 456 Clinical Practice in Grades 7-12 ..... | 11 |
|--|----|

|   |   |
|---|---|
| EDU 457 Clinical Practice Seminar ..... | 1 |
|---|---|

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|   |            |
|---|------------|
| <b>Total Number of Hours Required</b> ..... | <b>122</b> |
|---|------------|

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## Recommended STEP Curriculum for Business Majors with Secondary Licensure

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the Business Department for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i>             | <i>Spring Semester</i>          |
|----------------------------------|---------------------------------|
| ENG 101 3                        | ENG 102 3                       |
| PHY 102 or BIO 112 or CHEM 112 4 | PHY 101 or BIO 111 or CHE 111 4 |
| MAT 131 3                        | PSY 111 3                       |
| REL 201 or 241 3                 | REL 101 or 102 3                |
| EDU 101 3                        | FSM 100 1                       |
|                                  | PED 101 1                       |
| <i>Total Hours</i> 15            | <i>Total Hours</i> 15           |

### Sophomore Year

| <i>Fall Semester</i>            | <i>Spring Semester</i> |
|---------------------------------|------------------------|
| ENG 201 3                       | ENG 202 3              |
| ART 121 or MUS 231 or ENG 131 3 | MAT 213 3              |
| HIS 201 3                       | HIS 202 3              |
| PSY 211 3                       | ENG 221 3              |
| MAT 251 3                       | Business Major 3       |
| MIS 114 3                       |                        |
| <i>Total Hours</i> 18           | <i>Total Hours</i> 15  |

### Junior Year

| <i>Fall Semester</i>  | <i>Spring Semester</i> |
|-----------------------|------------------------|
| ENG 331 3             | Business Major 3       |
| EDU 305 3             | Business Major 3       |
| Business Major 3      | Business Major 3       |
| Business Major 3      | Business Major 3       |
| Business Major 3      | Business Major 3       |
| <i>Total Hours</i> 15 | <i>Total Hours</i> 15  |

### Senior Year

| <i>Fall Semester</i>  | <i>Spring Semester</i> |
|-----------------------|------------------------|
| Business Major 3      | EDU 456 11             |
| Business Major 3      | EDU 457 1              |
| Business Major 3      |                        |
| EDU 315 3             | <i>Total Hours</i> 12  |
| EDU 410 3             |                        |
| EDU 423 2             |                        |
| <i>Total Hours</i> 17 |                        |

**Total Number of Hours Required** ..... 122

- Apply for admission to the program as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.
- All required sections of the Praxis II shall be passed prior to the clinical practice semester.

# BACHELOR OF ARTS IN ENGLISH WITH 7-12 LICENSURE

**Goals:** Graduates of the Secondary Teacher Education Program in English shall:

1. Master information from courses taken in general education, English, and professional education.;
2. Exemplify high standards of social, intellectual, emotional, academic, and professional behavior;
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents;
4. Nurture their students by modeling and promoting the ideals of American democracy and personal wellness; and
5. Pass the appropriate Praxis II examinations and attain certification as a secondary English teacher in Tennessee.

| <b>Degree Requirements</b> .....   | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Courses</b> .....   | <b>58</b>             |
| <i>Core Requirements to include:</i> ENG 131, Foreign Language (two sequential semesters)..... | 49                    |
| <i>Additional General Education Requirements</i> .....   | 9                     |
| PSY 111 and 211 .....  | 6                     |
| EDU 101 Education as a Profession .....  | 3                     |
| <b>Major Field of Study</b> .....  | <b>36</b>             |
| <i>Required for Secondary Licensure</i> .....  | 12                    |
| ENG 310 Literature for Youth.....  | 3                     |
| ENG 315 Advanced Grammar .....   | 3                     |
| ENG 402 Shakespeare .....  | 3                     |
| ENG 411 Linguistics.....   | 3                     |
| <i>Periods and Major Authors [choose from the following]</i> .....                             | 15                    |
| ENG 301 19th Century Novel.....  | 3                     |
| ENG 302 Romantic and Victorian Poetry.....   | 3                     |
| ENG 303 20th Century Novel.....  | 3                     |
| ENG 304 20th Century Poetry .....  | 3                     |
| ENG 305 Modern Drama.....  | 3                     |
| ENG 401 Old and Middle English Literature .....  | 3                     |
| ENG 403 Myth and Ancient Literature.....   | 3                     |
| ENG 404 Restoration and Eighteenth-century English Literature.....                             | 3                     |
| ENG 405 Major Authors .....  | 3                     |
| <i>Writing Language and Thematic Studies [choose from the following]</i> .....                 | 6                     |
| ENG 311 Technical Writing .....  | 3                     |
| ENG 321 Women’s Literature.....  | 3                     |
| ENG 412 Creative Writing — Prose.....  | 3                     |
| ENG 413 Creative Writing — Poetry .....  | 3                     |
| ENG 421 Nature Literature.....   | 3                     |
| ENG 422 Southern Literature .....  | 3                     |
| ENG 423 Introduction to Film .....   | 3                     |
| ENG 424 Special Topics .....   | 3                     |
| <i>Senior Thesis (ENG 425)</i> .....   | 3                     |
| <b>Professional Education</b> .....  | <b>28</b>             |
| EDU 305 Educational Psychology.....  | 3                     |
| EDU 315 The Exceptional Child .....  | 3                     |
| EDU 331 Educational Assessment.....  | 3                     |
| EDU 342 Classroom Management .....   | 2                     |
| EDU 410 Technology in Education .....  | 3                     |
| EDU 421 Strategies for Teaching Secondary English .....  | 2                     |
| EDU 456 Clinical Practice in Grades 7-12 .....   | 11                    |
| EDU 457 Clinical Practice Seminar.....   | 1                     |
| <b>Total Number of Hours Required</b> .....  | <b>122</b>            |

# Recommended STEP Curriculum for English Majors with Secondary Licensure

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the English Department for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

## Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| PHY 101/BIO 111        4     | PHY 102/BIO 112        4     |
| MAT 101 or higher      3     | PED 101                    1 |
| PSY 111                    3 | ENG 131                    3 |
| FSM 100                    1 | EDU 101                    3 |
| <i>Total Hours</i> 14        | <i>Total Hours</i> 14        |

## Sophomore Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 201                    3 | ENG 202                    3 |
| REL 101 or 102         3     | REL 201 or 241          3    |
| HIS 201                    3 | HIS 202                    3 |
| FLG 121/221             3    | FLG 122/222             3    |
| PSY 211                    3 | ENG 221                    3 |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 17        |

## Junior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>    |
|------------------------------|---------------------------|
| EDU 305                    3 | Upper Level English     3 |
| EDU 315                    3 | Upper Level English     3 |
| EDU 331                    3 | Upper Level English     3 |
| Upper Level English     3    | Upper Level English     3 |
| Upper Level English     3    | Upper Level English     3 |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 18     |

## Senior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>        |
|------------------------------|-------------------------------|
| Upper Level English     3    | EDU 456                    11 |
| Upper Level English     3    | EDU 457                    1  |
| Upper Level English     3    | <i>Total Hours</i> 12         |
| Senior Thesis            3   |                               |
| EDU 410                    3 |                               |
| EDU 420                    2 |                               |
| <i>Total Hours</i> 17        |                               |

**Total Number of Hours Required..... 122**

- Apply for admission to the program as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.
- All required sections of the Praxis II shall be passed prior to the clinical practice semester.

# BACHELOR'S DEGREE IN HISTORY WITH 7-12 LICENSURE

**Goals:** Graduates of the Secondary Teacher Education Program in History shall:

1. Master information from courses taken in general education, history, and professional education;
2. Exemplify high standards of social, intellectual, emotional, academic, and professional behavior;
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents;
4. Nurture their students by modeling and promoting the ideals of America; and
5. Pass the appropriate Praxis II examinations and attain certification as a secondary history teacher in Tennessee.

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**Degree Requirements ..... Semester Hours**

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**General Education Courses ..... 64**

*Core Requirements to include:* MAT 111 (or higher) and HIS 111-112 ..... 43

*Additional General Education Requirements* ..... 21

PSY 111 and 211 .....6

HIS 201 and 202 History of the United States.....6

BUS 200 Economic Concepts and Applications.....3

EDU 101 Education as a Profession .....3

SOC 211 Principles of Sociology .....3

**Major Field of Study ..... 30**

*Required for Secondary Licensure* ..... 21

HIS 221 American Government.....3

HIS 241 World Geography.....3

HIS 324 Renaissance and Reformation .....3

HIS 330 Europe During Absolutism and Revolution, 1648-1848 .....3

HIS 340 Tennessee History .....3

HIS 350 Jeffersonian and Jacksonian America .....3

HIS 435 Social and cultural History of the United States.....3

*History Electives [Choose from those listed below or from additional courses as offered]..... 9*

HIS 300 Historiography and Historical Method.....3

HIS 320 Ancient Greece and Rome .....3

HIS 336 Europe Since 1848.....3

HIS 342 Colonial, Revolutionary, and Early National America .....3

HIS 354 Antebellum America, Civil War and Reconstruction .....3

HIS 370 The United States since 1940 .....3

HIS 412 History of the Middle East .....3

HIS 425 American Westward Movement .....3

HIS 440 Religion in America .....3

HIS 450 History of Islam.....3

**Professional Education ..... 28**

EDU 305 Educational Psychology.....3

EDU 315 The Exceptional Child .....3

EDU 331 Educational Assessment.....3

EDU 342 Classroom Management .....2

EDU 410 Technology in Education .....3

EDU 424 Strategies for Teaching Secondary History.....2

EDU 456 Clinical Practice in Grades 7-12 .....11

EDU 457 Clinical Practice Seminar.....1

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**Total Number of Hours Required..... 122**

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See Catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree in History.



## Recommended STEP Curriculum for History Majors with Secondary Licensure

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the History Program for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| ENG 101              | 3         | ENG 102                | 3         |
| Natural Science      | 4         | Natural Science        | 4         |
| MAT 111 or higher    | 3         | HIS 112                | 3         |
| PSY 111              | 3         | Religion/Philosophy    | 3         |
| FSM 100              | 1         | EDU 101                | 3         |
| HIS 111              | 3         |                        |           |
| <i>Total Hours</i>   | <i>17</i> | <i>Total Hours</i>     | <i>16</i> |

### Sophomore Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| ENG 201              | 3         | ENG 202                | 3         |
| HIS 201              | 3         | HIS 202                | 3         |
| PSY 211              | 3         | SOC 211                | 3         |
| ENG 221              | 3         | Fine Arts              | 3         |
| PED 101              | 1         | REL 101/102            | 3         |
| BUS 200              | 3         |                        |           |
| <i>Total Hours</i>   | <i>17</i> | <i>Total Hours</i>     | <i>16</i> |

### Junior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| EDU 305              | 3         | History Major          | 3         |
| EDU 331              | 3         | History Major          | 3         |
| HIS 221              | 3         | History Major          | 3         |
| HIS 241              | 3         | History Major          | 3         |
| History Major        | 3         | EDU 342                | 2         |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>14</i> |

### Senior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| History Major        | 3         | EDU 456                | 11        |
| History Major        | 3         | EDU 457                | 1         |
| History Major        | 3         |                        |           |
| EDU 315              | 3         | <i>Total Hours</i>     | <i>12</i> |
| EDU 410              | 3         |                        |           |
| EDU 424              | 2         |                        |           |
| <i>Total Hours</i>   | <i>17</i> |                        |           |

**Total Number of Hours Required..... 122**

- Apply for admission to the STEP as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.
- All required sections of the Praxis II shall be passed prior to the clinical practice semester.

# BACHELOR ' S DEGREE IN PHYSICAL EDUCATION WITH K-12 CERTIFICATION

**Goals:** Graduates of the Secondary Teacher Education Program in Physical Education shall:

1. Master information from courses taken in general education and physical education;
2. Exemplify high standards of social, intellectual, emotional, academic, and professional behavior.;
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents; and
4. Nurture their students by modeling and promoting the ideals of American democracy and personal wellness.

| <b>Degree Requirements</b> .....  | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Courses</b> .....  | <b>52</b>             |
| <i>Core Requirements to include:</i> BIO 111, BIO 112, MAT 111 or higher, PSY 111 and PSY 211 ..... | 49                    |
| <i>Additional General Education Requirements:</i> .....   | 3                     |
| EDU 101 Education as a Profession .....   | 3                     |
| <b>Major Field of Study</b> .....   | <b>42-43</b>          |
| <i>Required Physical Education Courses</i> .....  | 37                    |
| BIO 201 Human Anatomy and Physiology .....  | 4                     |
| PED 200 Foundations of Physical Education .....   | 3                     |
| PED 211 First Aid and Emergency Care.....   | 3                     |
| BIO 231 Nutrition .....   | 3                     |
| PED 320 Motor Learning.....   | 3                     |
| PED 322 Activity Skills (Personal).....   | 3                     |
| PED 323 Activity Skills (Team).....   | 3                     |
| PED 343 Essential of Adaptive Physical Education .....  | 3                     |
| PED 401 Exercise Physiology .....   | 3                     |
| PED 402 Administration of Physical Education and Sport.....   | 3                     |
| PED 406 Kinesiology/Biomechanics.....   | 3                     |
| PED 423 Tests and Measurement in Physical Education.....  | 3                     |
| <i>Physical Education Electives (choose from those listed below)</i> .....                          | 5-6                   |
| PED 111 Personal and Community Health .....   | 3                     |
| PED 212 Prevention and Care of Athletic Injuries .....  | 3                     |
| EDU 321 Physical Education for Elementary Teachers .....  | 2                     |
| PED 324 Philosophy and Techniques of Coaching.....  | 3                     |
| PED 410 Advanced Athletic Training .....  | 3                     |
| <b>Professional Education</b> .....   | <b>28</b>             |
| EDU 305 Educational Psychology.....   | 3                     |
| EDU 315 The Exceptional Child .....   | 3                     |
| EDU 331 Educational Assessment.....   | 3                     |
| EDU 342 Classroom Management .....  | 2                     |
| EDU 410 Technology in Education .....   | 3                     |
| EDU 422 Strategies for Teaching K-12 Physical Education .....                                       | 2                     |
| EDU 458 Clinical Practice in Grades K-12 .....  | 11                    |
| EDU 459 Clinical Practice Seminar.....  | 1                     |
| <b>Total Number of Hours Required</b> .....   | <b>122-123</b>        |

\*See catalog reference or program coordinator for degree requirements for either BA or BS degree in Physical Education.

## Recommended Curriculum for Physical Education Majors with K-12 Licensure

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the Physical Education program for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i>    |           | <i>Spring Semester</i>  |           |
|-------------------------|-----------|-------------------------|-----------|
| ENG 101                 | 3         | ENG 102                 | 3         |
| PHY 101/BIO 111/CHE 111 | 4         | PHY 102/BIO 112/CHE 112 | 4         |
| MAT 101 or higher       | 3         | ENG 221                 | 3         |
| PSY 111                 | 3         | REL 201 or 241          | 3         |
| FSM 100                 | 1         | EDU 101                 | 3         |
| PED 101                 | 1         |                         |           |
|                         |           | <i>Total Hours</i>      | <i>16</i> |
| <i>Total Hours</i>      | <i>15</i> |                         |           |

### Sophomore Year

| <i>Fall Semester</i>   |           | <i>Spring Semester</i> |           |
|------------------------|-----------|------------------------|-----------|
| ENG 201                | 3         | ENG 202                | 3         |
| REL 101 or 102         | 3         | HIS 112/HIS 202        | 3         |
| HIS 111/HIS 201        | 3         | PE Major               | 3         |
| PSY 211                | 3         | PE Major               | 3         |
| ART 121/MUS 31/ENG 131 | 3         | PE Major               | 3         |
| PE Major               | 3         |                        |           |
|                        |           | <i>Total Hours</i>     | <i>15</i> |
| <i>Total Hours</i>     | <i>18</i> |                        |           |

### Junior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| EDU 305              | 3         | PE Major               | 3         |
| EDU 331              | 3         | PE Major               | 3         |
| PE Major             | 3         | PE Major               | 3         |
| PE Major             | 3         | PE Major               | 3         |
| PE Major             | 3         | EDU 342                | 2         |
|                      |           | <i>Total Hours</i>     | <i>14</i> |
| <i>Total Hours</i>   | <i>15</i> |                        |           |

### Senior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| PE Major             | 3         | EDU 456                | 11        |
| PE Major             | 3         | EDU 457                | 1         |
| PE Major             | 3         |                        |           |
| EDU 315              | 3         | <i>Total Hours</i>     | <i>12</i> |
| EDU 410              | 3         |                        |           |
| EDU 422              | 2         |                        |           |
| <i>Total Hours</i>   | <i>17</i> |                        |           |

**Total Number of Hours Required..... 122**

- Apply for admission to the program as early as possible in the sophomore year, because no EDU-prefixed courses above EDU 101 may be taken until the student is admitted to the Teacher Education Program at MMC.
- Apply by October 15 for spring clinical practice, by March 15 for fall clinical practice.

# BACHELOR'S DEGREE IN PHYSICAL EDUCATION (non-licensure)

## Goals:

1. Graduates will master information from courses taken in general education and physical education.
2. Graduates will exemplify high standards of social, intellectual, emotional, academic, and professional behavior.
3. Graduates will promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents.
4. Graduates will nurture their students by modeling and promoting the ideals of American democracy and personal wellness.

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## *Degree Requirements* ..... *Semester Hours*

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### **General Education Courses** ..... **51**

*Core Requirements to include: BIO 111 and BIO 112* ..... 43

*Additional General Education Requirements* ..... 8

BIO 201 Human Anatomy and Physiology I ..... 4

BIO 202 Human Anatomy and Physiology II ..... 4

### **Major Field of Study** ..... **37**

*Required Physical Education Courses* ..... 39

PED 201 Swimming or choose one from PED 102-110 ..... 1

PED 111 Personal and Community Health ..... 3

PED 200 Foundations of Physical Education ..... 3

PED 211 First Aid and Emergency Care ..... 3

BIO 231 Nutrition ..... 3

PED 310 Applied Anatomy ..... 3

PED 320 Motor Learning ..... 3

PED 322 Activity Skills (Personal) ..... 3

PED 323 Activity Skills (Team) ..... 3

PED 343 Essential of Adaptive Physical Education ..... 3

PED 401 Exercise Physiology ..... 3

PED 402 Administration of Physical Education and Sport ..... 3

PED 406 Kinesiology/Biomechanics ..... 3

PED 423 Tests and Measurement in Physical Education ..... 3

### **Electives** (21 hours must be numbered 300 or above) ..... **33**

*Physical Education Electives (choose from those listed below)* ..... 12

PED 212 Prevention and Care of Athletic Injuries ..... 3

PED 324 Philosophy and Techniques of Coaching ..... 3

PED 345 History of Sport & Physical ..... 3

PED 410 Injury Assessment ..... 3

PED 430 Exercise Prescription and Fitness Appraisal in the Healthy Individual ..... 3

PED 485 Driver Education ..... 3

PED 486 Advanced Driver Education and Safety ..... 3

PED 487 Safety Lab ..... 3

PED 489 Physical Education Internship ..... 3-6

*Suggested General Electives* ..... 21

BIO 301 Genetics ..... 4

BIO 331 Cell Biology ..... 4

BIO 341 Ecology ..... 4

PSY 111 General Psychology ..... 3

PSY 211 Developmental Psychology ..... 3

PSY 305 Educational Psychology ..... 3

MIS 120 Intro. To Computer Processing ..... 3

BUS 201 Principles of Economics ..... 3

BUS 202 Principles of Economics ..... 3

BUS 221 Principles of Accounting ..... 3

BUS 222 Principles of Accounting ..... 3

BUS 302 Managerial Finance ..... 3

|   |   |
|---|---|
| BUS 306 Principles of Marketing.....                | 3 |
| BUS 310 Business Communication.....                 | 3 |
| BUS 320 Management of Information Systems.....      | 3 |
| BUS 330 Principles of Management.....               | 3 |
| SPM 321 Management of Leisure/Sport Facilities..... | 3 |

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**Total Number of Hours Required.....121**

*See Catalog or program coordinator for degree requirements for either B.A. or B.S. degree.*



**Athletic activity is stressed both from an academic perspective, in the physical education major, and from an extracurricular perspective, with intercollegiate competition.**

## Recommended Curriculum for Physical Education Degree

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the Physical Education program for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| BIO 111                    4 | BIO 112                    4 |
| MAT 101 or higher      3     | REL 101/102              3   |
| HIS 111/201              4   | HIS 112/202              3   |
| PED 101                    1 | ART 121 or MUS 231/235 or    |
| FSM 101                    1 | ENG 131                    3 |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 16        |

### Sophomore Year

| <i>Fall Semester</i>                                | <i>Spring Semester</i>       |
|---|------------------------------|
| ENG 201/203/205        3                            | ENG 202/204/206        3     |
| REL 201 or 241         3                            | ENG 221                    3 |
| BIO 201                    4                        | BIO 202                    4 |
| Elective                    3                       | BIO 231                    3 |
| PED 200                    3                        | PED 211                    3 |
| PED 201 or one from<br>102-110                    1 |                              |
| <i>Total Hours</i> 18                               | <i>Total Hours</i> 16        |

### Junior Year

| <i>Fall Semester</i>          | <i>Spring Semester</i>       |
|-------------------------------|------------------------------|
| Elective                    3 | PED 323                    3 |
| Elective                    3 | PED 342                    3 |
| PED 320                    3  | PED 402                    3 |
| PED 322                    3  | PED 406                    3 |
| PED 401                    3  | PED 423                    3 |
| <i>Total Hours</i> 15         | <i>Total Hours</i> 15        |

### Senior Year

| <i>Fall Semester</i>          | <i>Spring Semester</i>        |
|-------------------------------|-------------------------------|
| Elective                    3 | Elective                    3 |
| Elective                    3 | Elective                    3 |
| PED 111                    3  | PED Elective              3   |
| PED Elective              3   | PED Elective              3   |
| PED Elective              3   |                               |
| <i>Total Hours</i> 15         | <i>Total Hours</i> 12         |

**Total Number of Hours Required..... 121**

# BACHELOR'S DEGREE IN PHYSICAL EDUCATION (non-licensure)

## Fitness Management Emphasis

**Goals:**

1. Graduates will master information from courses taken in general education and physical education.
2. Graduates will exemplify high standards of social, intellectual, emotional, academic, and professional behavior.
3. Graduates will promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents.
4. Graduates will nurture their students by modeling and promoting the ideals of American democracy and personal wellness.

|  |                       |
|--|-----------------------|
| <b>Degree Requirements</b> .....   | <b>Semester Hours</b> |
| <b>General Education Courses</b> .....   | <b>51</b>             |
| <i>Core Requirements to include: BIO 111, BIO 112, &amp; MAT 131 (or higher)</i> ..... | 43                    |
| <i>Additional Course Requirements</i> .....  | 8                     |
| BIO 201 Human Anatomy and Physiology I.....  | 4                     |
| BIO 202 Human Anatomy and Physiology II.....   | 4                     |
| <b>Major Field of Study</b> .....  | <b>46</b>             |
| <i>Required Physical Education Courses</i> .....                                       | 46                    |
| PED 201 Swimming or choose one from PED 102-110 .....                                  | 1                     |
| PED 111 Personal and Community Health.....   | 3                     |
| PED 200 Foundations of Physical Education .....  | 3                     |
| PED 211 First Aid and Emergency Care.....  | 3                     |
| BIO 231 Nutrition.....   | 3                     |
| PED 320 Motor Learning .....   | 3                     |
| PED 322 Activity Skills (Personal).....  | 3                     |
| PED 323 Activity Skills (Team).....  | 3                     |
| PED 343 Essential of Adaptive Physical Education .....                                 | 3                     |
| PED 401 Exercise Physiology.....   | 3                     |
| PED 402 Administration of Physical Education and Sport.....                            | 3                     |
| PED 406 Kinesiology/Biomechanics.....  | 3                     |
| PED 423 Tests and Measurement in Physical Education.....                               | 3                     |
| PED 430 Exercise Prescription and Fitness Appraisal in the Healthy Individual.....     | 3                     |
| PED 489 Physical Education Internship .....  | 6                     |
| <b>Business Cores (12 hours must be upper level courses )</b> .....                    | <b>24</b>             |
| <i>Required Business Courses</i> .....   | 12                    |
| BUS 201 Principles of Economics .....  | 3                     |
| BUS 202 Principles of Economics .....  | 3                     |
| BUS 221 Principles of Accounting.....  | 3                     |
| BUS 222 Principles of Accounting.....  | 3                     |
| <i>Elective Business Courses</i> .....   | 12                    |
| BUS 302 Managerial Finance .....   | 3                     |
| BUS 306 Principles of Marketing .....  | 3                     |
| BUS 310 Business Communication .....   | 3                     |
| BUS 320 Management of Information Systems.....   | 3                     |
| SPM 321 Management of Leisure/Sport Facilities.....                                    | 3                     |
| <b>Total Number of Hours Required</b> .....  | <b>121</b>            |

*\*See catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree in Physical Education.*

## Recommended Curriculum for Physical Education Degree (non-licensure) Fitness Management Emphasis

The following suggested timetable is general in nature. Course offerings are sometimes shifted with little notice to enable students to schedule coursework more effectively. It is the student's responsibility to contact the program coordinators of the STEP and the Physical Education program for current requirements, course availability, admission to the STEP, transfer information, and advising assistance. Seek counsel early in your academic career.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>          |
|------------------------------|---------------------------------|
| ENG 101                    3 | ENG 102                    3    |
| BIO 111                    4 | BIO 112                    4    |
| MAT 131 or higher      3     | HIS 112/202              3      |
| HIS 111/201              3   | REL 101 or 102         3        |
| PED 101                    1 | ART 121 or MUS 231 or ENG 131 3 |
| FSM 101                    1 |                                 |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 16           |

### Sophomore Year

| <i>Fall Semester</i>          | <i>Spring Semester</i>       |
|-------------------------------|------------------------------|
| ENG 201/203/205         3     | ENG 202/204/206        3     |
| BIO 201                    4  | BIO 202                    4 |
| BUS 201                    3  | BIO 231                    3 |
| BUS 221                    3  | BUS 202                    3 |
| PED 200                    3  | BUS 222                    3 |
| PED 201 or one from 102-110 1 |                              |
| <i>Total Hours</i> 17         | <i>Total Hours</i> 16        |

### Junior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| Business Elective        3   | PED 323                    3 |
| Business Elective        3   | PED 343                    3 |
| PED 320                    3 | PED 402                    3 |
| PED 322                    3 | PED 406                    3 |
| PED 401                    3 | PED 423                    3 |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 15        |

### Senior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| REL 201 or 241            3  | Business Elective        3   |
| ENG 221                    3 | Business Elective        3   |
| PED 111                    3 | PED 489                    6 |
| PED 211                    3 |                              |
| PED 439                    3 |                              |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 12        |

**Total Number of Hours Required..... 121**



# Division of Humanities

## ***Division Chair – Albert Hughes, Jr.***

*Office: Martin Hall, Room 205*

*Telephone: (931) 363-9833*

*E-mail: ahughes@martinmethodist.edu*

## ***Full-Time Faculty***

*Professors: Ewers\*, Hughes, Harwell, Ireson\*, West, Whittemore, Wiggins*

*Assistant Professors: Davidson, Engel, Nigrelli\**

*Instructors: Parish\*, Kirkpatrick\*, Cha*

The Division of Humanities includes a variety of academic subject areas including: art, English, drama, foreign languages, music, philosophy and religion. The Division offers programs leading to the Bachelor of Arts Degree in English, and either the Bachelor of Arts or Bachelor of Science Degree with a major in Christian Education, Church Vocations, or Religion and Philosophy.

The major in Christian Education is designed for those students who wish to enter the field of Christian education, or to pursue graduate work in Christian Education or other theological disciplines. Graduates will be qualified for certification by the United Methodist General Board of Higher Education and Ministry if desired.

The major in Church Vocations is designed to provide a basic understanding of the Christian faith, while also preparing students to pursue a variety of career choices including : administrative positions, music directors, and/or to pursue graduate training in theological education.

The major in Religion and Philosophy is designed for students interested in an academic study of religion and philosophy in western culture, but who do not intend to pursue a career as a religious leader. Each student will be allowed to focus his / her program of study more on religion or on philosophy as personal interest dictates.

English majors take a variety of courses in writing, literature, and language that prepare them for a variety of career fields, and/or to pursue graduate study. English serves as an excellent major in such fields as teaching, business, journalism, law, medicine, and publishing.

Students interested in a major within the Division of Humanities should consult the appropriate Program Coordinator as listed below:

*Christian Education – C. Patrick Whittemore*

*Church Vocations – C. Patrick Whittemore*

*Religion and Philosophy– C. Patrick Whittemore*

*English – Kayla J. Wiggins*

*\*Denotes full-time employees whose appointment includes part-time teaching in addition to other non-teaching responsibilities.*

# BACHELOR'S DEGREE IN CHURCH VOCATIONS

**Goals:**

1. Graduates will demonstrate a basic understanding of the Christian faith.
2. Graduates will demonstrate the inter-personal communication skills needed to function in a voluntary organization.

|   |           |
|---|-----------|
| <b>Church Vocations Requirements .....</b>                      | <b>15</b> |
| PSY 111 General Psychology .....                                | 3         |
| REL 401 History of Christian Thought.....                       | 3         |
| REL 431 The United Methodist Church History & Beliefs <i>or</i> |           |
| REL 411 Readings in Religion.....                               | 3         |
| REL 421 Practicum .....   | 3         |
| REL 422 Practicum .....   | 3         |

## *Emphasis in Church Business Administration*

**Additional Goals:**

1. Graduates will be equipped with the skills necessary to find employment in the local church in the area of business administration.
2. Graduates will be experienced in the use of computers and able to apply computer technology to the administrative needs of a local congregation.

***Degree Requirements .....*** ***Semester Hours***

|                                    |           |
|------------------------------------|-----------|
| <b>General Education Core.....</b> | <b>49</b> |
|------------------------------------|-----------|

*Note: The Core should include REL 101, RE L102 , MAT 131, MAT 213, and MAT 251.*

|  |           |
|--|-----------|
| <b>Church Vocations Requirements .....</b> | <b>15</b> |
|--|-----------|

|  |           |
|--|-----------|
| <b>Required Business Courses .....</b> | <b>36</b> |
|--|-----------|

|   |   |
|---|---|
| BUS 101 Introduction to Business .....          | 3 |
| BUS 201 Principles of Economics-Macro .....     | 3 |
| BUS 202 Principles of Economics-Micro.....      | 3 |
| BUS 221 Principles of Accounting I.....         | 3 |
| BUS 222 Principles of Accounting II .....       | 3 |
| BUS 302 Managerial Finance .....                | 3 |
| BUS 305 Intermediate Macroeconomics .....       | 3 |
| BUS 306 Principles of Marketing.....            | 3 |
| BUS 321 Managerial Accounting .....             | 3 |
| BUS 330 Principles of Management.....           | 3 |
| BUS 350 Business Law I.....                     | 3 |
| BUS 434 Organizational Behavior Management..... | 3 |

|                                |          |
|--------------------------------|----------|
| <b>Business Electives.....</b> | <b>6</b> |
|--------------------------------|----------|

|   |          |
|---|----------|
| <b>Upper-level Religion Electives .....</b> | <b>9</b> |
|---|----------|

|                               |          |
|-------------------------------|----------|
| <b>General Electives.....</b> | <b>9</b> |
|-------------------------------|----------|

|  |                   |
|--|-------------------|
| <b><i>Total Number of Hours Required .....</i></b> | <b><i>121</i></b> |
|--|-------------------|

## Recommended Curriculum for Church Administration Emphasis

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| REL 102                    3 | REL 101                    3 |
| HIS 111/201                3 | HIS 112/202                3 |
| MAT 131                    3 | ART 121/MUS 231            3 |
| PED 101                    1 | PSY 111                    3 |
| PSY 111                    3 |                              |
| FSM 101                    1 |                              |
| <i>Total Hours</i>           | <i>Total Hours</i>           |
| <i>17</i>                    | <i>15</i>                    |

### Sophomore Year

| <i>Fall Semester</i>            | <i>Spring Semester</i>          |
|---------------------------------|---------------------------------|
| Literature                    3 | Humanities                    3 |
| BIO 111 or PHY 102        4     | BIO 112 or PHY 101        4     |
| ENG 221                    3    | MAT 213                    3    |
| BUS 201                    3    | BUS 202                    3    |
| BUS 221                    3    | BUS 222                    3    |
| <i>Total Hours</i>              | <i>Total Hours</i>              |
| <i>16</i>                       | <i>16</i>                       |

### Junior and Senior Years

Meet with faculty advisor to develop remaining curriculum

***Total Number of Hours Required..... 121***

## *Emphasis in Pre-Seminary*

**Additional Goals:**

1. Graduates will be prepared to enter a graduate program in theological education.

|  |                       |
|--|-----------------------|
| <b>Degree Requirements .....</b>                                 | <b>Semester Hours</b> |
| <b>General Education Core.....</b>                               | <b>49</b>             |
| <i>Note: The Core should include REL 101, RE L102.</i>           |                       |
| <b>Church Vocations Requirements.....</b>                        | <b>15</b>             |
| <b>Additional General Courses.....</b>                           | <b>15</b>             |
| REL 201 World Religions .....                                    | 3                     |
| REL 241 Introduction to Philosophy .....                         | 3                     |
| PSY 211 Human Growth and Development .....                       | 3                     |
| SOC 211 Principles of Sociology .....                            | 3                     |
| SOC 212 Social Problems.....                                     | 3                     |
| <b>Required Upper-level Courses.....</b>                         | <b>9</b>              |
| PSY 321 Introduction to Counseling .....                         | 3                     |
| SOC 311 Marriage and Family .....                                | 3                     |
| ENG Elective (Upper Level Literature).....                       | 3                     |
| <b>Upper-level Psychology and/or Social Work Electives .....</b> | <b>12</b>             |
| <b>Upper-level Religion Elective.....</b>                        | <b>21</b>             |
| <b>Total Number of Hours Required.....</b>                       | <b>121</b>            |

### **Recommended Curriculum for Pre-Seminary Emphasis**

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

#### **Freshman Year**

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| ENG 101              | 3         | ENG 102                | 3         |
| REL 102              | 3         | REL 101                | 3         |
| HIS 111/201          | 3         | HIS 112/202            | 3         |
| MAT ____             | 3         | ART 121/MUS 231        | 3         |
| PED 101              | 1         | REL 112                | 3         |
| PSY 111              | 3         |                        |           |
| FSM 101              | 1         | <i>Total Hours</i>     | <i>15</i> |
| <i>Total Hours</i>   | <i>17</i> |                        |           |

#### **Sophomore Year**

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| Literature           | 3         | Humanities             | 3         |
| BIO 111 or PHY 102   | 4         | BIO 112 or PHY 101     | 4         |
| ENG 221              | 3         | REL 241                | 3         |
| SOW 201              | 3         | BUS 101                | 3         |
| PSY 211              | 3         | SOC 211                | 3         |
| <i>Total Hours</i>   | <i>16</i> | <i>Total Hours</i>     | <i>16</i> |

#### **Junior and Senior Years**

Meet with faculty advisor to develop remaining curriculum

**Total Number of Hours Required..... 121**

## *Emphasis in Church Music*

### *Additional Goals:*

1. Graduates will be equipped to administer a church music program, specifically to possess conducting skills for various age levels, to demonstrate skills adequate for simple accompaniments, and to have basic knowledge of church music literature.

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| <i>Degree Requirements</i> .....                                       | <i>Semester Hours</i> |
|--|-----------------------|
| <b>General Education Core</b> .....                                    | <b>49</b>             |
| <i>Note: The Core should include REL 101, RE L102, &amp; MUS 231 .</i> |                       |
| <b>Church Vocations Requirements</b> .....                             | <b>15</b>             |
| <b>Additional General Courses</b> .....                                | <b>42</b>             |
| MUS 101 Music Theory I.....  | 3                     |
| MUS 102 Music Theory II.....   | 3                     |
| MUS 201 Advanced Music Theory I.....                                   | 3                     |
| MUS 202 Advanced Music Theory II.....                                  | 3                     |
| Applied Music (Major).....   | 16                    |
| Applied Music (Minor).....   | 6                     |
| College Choir.....   | 8                     |
| <b>Required Upper-level Courses</b> .....                              | <b>10</b>             |
| MUS 302 Hymnology.....   | 3                     |
| MUS 304 Conducting.....  | 3                     |
| MUS 310 Music for Youth.....   | 1                     |
| MUS 405 Choral Literature.....   | 3                     |
| <b>Upper-level Religion Electives</b> .....                            | <b>9</b>              |
| <b>Total Number of Hours Required</b> .....                            | <b>125</b>            |

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**The church music emphasis is a key component of the major in Church Vocations.**

## Recommended Curriculum for Church Music Emphasis

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>        |
|------------------------------|-------------------------------|
| ENG 101                    3 | ENG 102                    3  |
| REL 102                    3 | REL 101                    3  |
| HIS 111/201                3 | HIS 112/202                3  |
| MAT 101                    3 | MUS 102                    3  |
| MUS 141                    1 | MUS 142                    1  |
| MUS ____                   2 | MUS ____                   2  |
| FSM 101                    1 | Elective                    3 |
| PED 101                    1 |                               |
| <i>Total Hours</i> 17        | <i>Total Hours</i> 18         |

### Sophomore Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| Literature                 3 | Humanities                 3 |
| MAT ____                   3 | BIO 112 or PHY 101        4  |
| BIO 111 or PHY 102       4   | MUS 202                    3 |
| ART 121                    3 | MUS 242                    1 |
| MUS 201                    3 | MUS ____                   3 |
| MUS 241                    1 | PSY 111                    3 |
| MUS ____                   2 |                              |
| <i>Total Hours</i> 16        | <i>Total Hours</i> 16        |

### Junior and Senior Years

Meet with faculty advisor to develop remaining curriculum

***Total Number of Hours Required..... 125***

# BACHELOR'S DEGREE IN CHRISTIAN EDUCATION

**Goals:**

1. Graduates will demonstrate a basic understanding of the Christian faith.
2. Graduates will possess a theoretical understanding of spiritual and psychological development, learning styles, and pedagogical techniques as applied to a religious setting.
3. Graduates will be qualified for certification by the United Methodist General Board of Higher Education and Ministry if desired.
4. Graduates will be prepared for graduate work in Christian Education or other theological disciplines if desired.
5. Graduates will possess skills needed to move into entry-level positions in the field of Christian Education.

| <b>Degrees Requirements .....</b>                         | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Core.....</b>                        | <b>49</b>             |
| <i>Note: The Core should include REL 101 and REL 102.</i> |                       |
| <b>Church Vocations Requirements .....</b>                | <b>15</b>             |
| <b>Additional Required General Courses.....</b>           | <b>9</b>              |
| PSY 211 Human Growth and Development .....                | 3                     |
| SOC 211 Principles of Sociology .....                     | 3                     |
| PSY 305 Educational Psychology.....                       | 3                     |
| <b>Required Religion Courses.....</b>                     | <b>18</b>             |
| REL 351 Principles of Christian Education .....           | 3                     |
| REL 361 Christian Education for Children.....             | 3                     |
| REL 362 Christian Education for Youth .....               | 3                     |
| REL 363 Christian Education and the Adult Life Cycle..... | 3                     |
| REL 366 Christian Education: Leadership .....             | 3                     |
| REL 378 Christian Education: Teaching the Bible .....     | 3                     |
| <b>Upper-level Religion Electives .....</b>               | <b>18</b>             |
| <b>Other Electives .....</b>                              | <b>12</b>             |
| <b>Total Number of Hours Required.....</b>                | <b>121</b>            |



**Faculty, staff, and students take part in biweekly chapel services.**

## Recommended Curriculum for Christian Education Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance. Some classes are offered every two years, altering the recommended curriculum for certain students.

### Freshman Year

| <i>Fall Semester</i>    | <i>Spring Semester</i>   |
|-------------------------|--------------------------|
| ENG 101/111           3 | ENG 102/112           3  |
| REL 102               3 | REL 101                3 |
| HIS 111/201         3   | HIS 112/202           3  |
| MAT 111              3  | Fine Arts Elective     3 |
| PSY 111              3  | SOC 211                3 |
| FSM 101              1  | PED 101                1 |
| <i>Total Hours</i> 16   | <i>Total Hours</i> 14    |

### Sophomore Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>    |
|---------------------------|---------------------------|
| ENG 201/203/205    3      | Humanities Elective    3  |
| Natural Science    4      | Natural Science       4   |
| PSY 211             3     | ENG 221                3  |
| Social Science Elective 3 | Social Science Elective 3 |
| REL 241 (or Gen Elect) 3  | REL 201 (or Gen Elect) 3  |
| <i>Total Hours</i> 16     | <i>Total Hours</i> 16     |

### Junior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>    |
|---------------------------|---------------------------|
| REL 351             3     | REL 361                3  |
| PSY 305             3     | REL __ (Teaching Bible) 3 |
| General Elective    3     | General Elective       3  |
| Upper Religion Elective 3 | Upper Religion Elective 3 |
| Upper Religion Elective 3 | Upper Religion Elective 3 |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15     |

### Senior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>   |
|---------------------------|--------------------------|
| REL 362             3     | REL 363                3 |
| REL 401             3     | REL 366                3 |
| REL 431 or REL 499 3      | REL 421                3 |
| Upper Religion Elective 3 | REL 422                3 |
| Upper Religion Elective 3 |                          |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15    |

**Total Number of Hours Required.....122**



# BACHELOR'S DEGREE IN RELIGION AND PHILOSOPHY

**Goals:**

1. Graduates will demonstrate an understanding of the connection between religion and culture.
2. Graduates will become aware of the complexity of modern understandings of life and reality.
3. Graduates will develop critical thinking skills.
4. Graduates will see the relationship between reason and revelation.

---

|  |                       |
|--|-----------------------|
| <b>Degree Requirements.....</b>  | <b>Semester Hours</b> |
| <b>General Education Core.....</b>   | <b>49</b>             |
| <i>Note: The Core should include REL241 and either REL101 or REL102.</i>               |                       |
| <b>Additional Required General Courses.....</b>  | <b>15</b>             |
| PSY111 General Psychology.....   | 3                     |
| SOC211 Introduction to Sociology.....  | 3                     |
| REL201 World Religions.....  | 3                     |
| REL101/REL102 Old or New Testament (not taken in the Core).....                        | 3                     |
| REL251 Philosophy of Religion.....   | 3                     |
| <b>Required Upper-Level Religion/Philosophy Courses.....</b>                           | <b>27</b>             |
| REL325 Introduction to Ethics.....   | 3                     |
| REL370 Christianity and Unbelief.....  | 3                     |
| REL371 Concepts of Being Human.....  | 3                     |
| REL372 Social Ethics.....  | 3                     |
| REL399 Bioethics.....  | 3                     |
| REL401 History of Christian Thought.....   | 3                     |
| REL415 Introduction to Contemporary Theology.....                                      | 3                     |
| REL455 Senior Seminar.....   | 3                     |
| REL499 Readings in a Specialized Philosophical Topic.....                              | 3                     |
| <b>Religion/Philosophy Upper-Level Electives.....</b>                                  | <b>12</b>             |
| <i>(students may find the following courses helpful, but are not limited to these)</i> |                       |
| REL301 The Life and Teachings of Jesus.....  | 3                     |
| REL311 The Johannine Literature.....   | 3                     |
| REL321 The Life and Letters of Paul.....   | 3                     |
| REL351 Principles of Christian Education.....  | 3                     |
| REL375 Faith in Popular Culture.....   | 3                     |
| REL410 Christianity in Contemporary America.....                                       | 3                     |
| REL450 The Holocaust in Historical and Theological Perspective.....                    | 3                     |
| REL499 Readings in a Specialized Philosophical Topic.....                              | 3                     |
| <b>General Electives.....</b>  | <b>18</b>             |
| <i>(At least 6 elective hours must be upper level)</i>                                 |                       |
| <b>Total Number of Hours Required.....</b>   | <b>121</b>            |

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## Recommended Curriculum for Religion and Philosophy Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance. Some classes are offered every two years, altering the recommended curriculum for certain students.

### Freshman Year

| <i>Fall Semester</i>             | <i>Spring Semester</i>         |
|----------------------------------|--------------------------------|
| ENG 101/111                    3 | ENG 102/112                3   |
| REL 102                        3 | REL 101                      3 |
| HIS 111/201                 3    | HIS 112/202                3   |
| MAT 111                       3  | Fine Arts Elective         3   |
| PSY 111                        3 | SOC 211                      3 |
| FSM 101                        1 | PED 101                      1 |
| <i>Total Hours</i> 16            | <i>Total Hours</i> 16          |

### Sophomore Year

| <i>Fall Semester</i>             | <i>Spring Semester</i>         |
|----------------------------------|--------------------------------|
| ENG 201/203/205            3     | Humanities Elective        3   |
| Natural Science             4    | Natural Science             4  |
| REL 251                        3 | ENG 221                      3 |
| Social Science Elective    3     | Social Science Elective    3   |
| REL 241 (or Gen Elect)    3      | REL 201 (or Gen Elect)    3    |
| <i>Total Hours</i> 16            | <i>Total Hours</i> 16          |

### Junior Year

| <i>Fall Semester</i>              | <i>Spring Semester</i>            |
|-----------------------------------|-----------------------------------|
| REL 325                        3  | REL 370                      3    |
| REL 271                        3  | REL 399                      3    |
| General Elective            3     | General Elective            3     |
| Upper Religion Elective    3      | Upper Religion Elective    3      |
| Elective                        3 | Elective                        3 |
| <i>Total Hours</i> 15             | <i>Total Hours</i> 15             |

### Senior Year

| <i>Fall Semester</i>             | <i>Spring Semester</i>         |
|----------------------------------|--------------------------------|
| REL 372                        3 | REL 415                      3 |
| REL 401                        3 | REL 455                      3 |
| REL 499                        3 | Upper Religion Elective    3   |
| Upper Religion Elective    3     | General Elective            3  |
| General Elective            3    |                                |
| <i>Total Hours</i> 15            | <i>Total Hours</i> 12          |

**Total Number of Hours Required.....121**

# BACHELOR OF ARTS DEGREE IN ENGLISH

**Goals:** Graduates of the Bachelor of Arts Degree program in English will:

1. Be able to articulate an understanding of the diversity and continuity of the human endeavor through a broad-based educational experience that includes reading, writing, and critical thinking. Students will be able to :
  - A. Express in writing an understanding of the continuity between disciplines and genres.
  - B. Read, analyze, and evaluate the works of authors across a wide continuum of genres and periods of literary history.
  - C. Research, analyze, and articulate in writing and orally a critical response to the works of a single author.
2. Have the background and competencies to succeed in professions and/or programs of further study involving proficiency in language and writing (i.e. journalism, advertising, publishing, law, teaching, research). Students will be able to:
  - A. Write effectively using the conventions of standard American English.
  - B. Speak effectively, and to articulate and defend a position.

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## ***Degree Requirements..... Semester Hours***

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**General Education Core.....49**

*Note: The Core should include FLG 221 and 222*

**Required Writing & Language/Thematic Studies ..... 15**

**Writing & Language .....6-9**

*Choose from the following:*

- ENG 311 Technical Writing..... 3
- ENG315 Advanced Grammar ..... 3
- ENG 411 Linguistics..... 3
- ENG 412 Creative Writing: Prose..... 3
- ENG 413 Creative Writing: Poetry ..... 3

**Thematic Studies .....6-9**

*Choose from the following:*

- ENG 310 Children’s Literature ..... 3
- ENG 321 Women’s Literature..... 3
- ENG 421 Nature Literature ..... 3
- ENG 422 Southern Literature ..... 3
- ENG 423 Film Theory..... 3
- ENG 424 Special Topics ..... 3

**Required Periods and Major Authors.....18**

*Choose from the following:*

- ENG 301 Nineteenth Century Novel.. ..... 3
- ENG 302 Romantic and Victorian Poetry. .... 3
- ENG 303 Twentieth Century Novel..... 3
- ENG 304 Twentieth Century Poetry..... 3
- ENG 305 Modern Drama..... 3
- ENG 401 Old and Middle English Literature. .... 3
- ENG 402 Shakespeare. .... 3
- ENG 403 Myth and Ancient Literature..... 3
- ENG 404 Restoration and Eighteenth-Century Literature ..... 3
- ENG 405 Major Authors ..... 3

**Senior Thesis..... 3**

**Upper-level Electives..... 9**

**Minor and/or Approved Electives ..... 27**

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***Total Number of Hours Required..... 121***

## MINOR IN ENGLISH

**Required Periods and Major Authors..... 6**

*Choose from the following:*

|  |   |
|--|---|
| ENG 301 Nineteenth Century Novel.....                      | 3 |
| ENG 302 Romantic and Victorian Poetry.....                 | 3 |
| ENG 303 Twentieth Century Novel.....                       | 3 |
| ENG 304 Twentieth Century Poetry.....                      | 3 |
| ENG 305 Modern Drama.....                                  | 3 |
| ENG 401 Old and Middle English Literature.....             | 3 |
| ENG 402 Shakespeare.....                                   | 3 |
| ENG 403 Myth and Ancient Literature.....                   | 3 |
| ENG 404 Restoration and Eighteenth-Century Literature..... | 3 |
| ENG 405 Major Authors.....                                 | 3 |

**Upper-level English Electives..... 3**

**English Electives..... 9**

*Note: The Electives can be upper or lower level, but are exclusive of ENG 101, ENG 102, ENG 111 or ENG 112.*

*For Secondary Teacher Certification In English: See Division of Education*



**A spring day might result in a reading of original work by students in a poetry class, complete with pizza and soft drinks at Grissom Gazebo.**

## Recommended Curriculum for English Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>     | <i>Spring Semester</i>           |
|--------------------------|----------------------------------|
| ENG 101/111            3 | ENG 102/112            3         |
| REL 101/102           3  | REL ____                3        |
| BIO 111/CHE 101      4   | BIO 112/CHE 102      4           |
| FSM 101                1 | MAT ____                3        |
| PED 101                1 | FLG 122 or General Elective    3 |
| FLG 121 or Elective    3 |                                  |
| <i>Total Hours</i> 15    | <i>Total Hours</i> 16            |

### Sophomore Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>      |
|---------------------------|-----------------------------|
| ENG 201/203/205      3    | ENG 202/204/206      3      |
| ENG 131/MUS/ART      3    | ENG 221                 3   |
| HIS 111/201            3  | HIS 112/202            3    |
| General Elect/Minor    3  | General Elective/Minor    3 |
| FLG 221                 3 | FLG 222                 3   |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15       |

### Junior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>    |
|---------------------------|---------------------------|
| Upper Level English    3  | Upper Level English    3  |
| Upper Level English    3  | Upper Level English    3  |
| Upper Level English    3  | Upper Level English    3  |
| Upper Level Elect/Minor 3 | Upper Level Elect/Minor 3 |
| General Elect/Minor    3  | General Elect/Minor    3  |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15     |

### Senior Year

| <i>Fall Semester</i>      | <i>Spring Semester</i>     |
|---------------------------|----------------------------|
| Upper Level English    3  | Senior Thesis            3 |
| Upper Level English    3  | Upper Level English    3   |
| Upper Level English    3  | Upper Level English    3   |
| Upper Level Elect/Minor 3 | Upper Level Elect/Minor 3  |
| General Elect/Minor    3  | General Elect/Minor    3   |
| <i>Total Hours</i> 15     | <i>Total Hours</i> 15      |

**Total Number of Hours Required..... 121**

# Division of Mathematics and Sciences

## **Division Chair – Johnny M. Jackson**

*Office: D. W. Johnston Center, Room 222*

*Telephone: (931) 363-9852*

*E-mail: jjackson@martinmethodist.edu*

## **Full-Time Faculty**

*Professors: Jackson, Murrell\**

*Associate Professors: Foster*

*Assistant Professors: Christ, Habercom, Paysinger, Price*

*Instructors: Johnson, Morris, Williams*

The Division of Mathematics and Sciences includes the academic disciplines of biology, chemistry, mathematics, physics, and physical science. The Division offers the Bachelor's degree with a major in biology. Students may also choose to minor in biology or chemistry.

The biology major prepares students to enter graduate or professional study, teaching, and entry-level positions in other areas such as economic, industrial and applied biology.

## Preparing for a Career in the Health Sciences

Students interested in careers in the health professions (dentistry, medicine, pharmacy, veterinary science, physical therapy, etc.) should select a major as early as possible and work towards the bachelor's degree. Some professional schools accept students with fewer than four years of college work, but most prefer students who possess the bachelor's degree. Students should be familiar with the specific requirements of the professional school to which he/she plans to apply. Completion of these programs at Martin Methodist College, however, does not assure admission to a particular professional program. Selection for admission to these programs is very competitive and is determined by the respective institution and programs according to their own criteria.

For assistance, contact the health sciences advisor. Requirements vary with the school and program, but the general requirements of most professional schools include the following: courses in addition to a strong liberal arts and sciences core:

|                                   |         |
|-----------------------------------|---------|
| General Chemistry with laboratory | 8 hours |
| Organic Chemistry with laboratory | 8 hours |
| Biology with laboratory           | 8 hours |
| Physics with laboratory           | 8 hours |

|                                  |                              |           |
|----------------------------------|------------------------------|-----------|
| Other suggested courses include: | Human Anatomy and Physiology | 8 hours   |
|                                  | Microbiology                 | 4 hours   |
|                                  | Cell Biology                 | 4 hours   |
|                                  | Biochemistry                 | 3 hours   |
|                                  | Algebra/Trig or Calculus     | 3-6 hours |
|                                  | Statistics                   | 3 hours   |

Students interested in a major within the Division of Mathematics and Sciences should consult the appropriate Program Coordinator as listed below:

*Biology — Lewis Foster*

*Pre-Health Professions — Lewis Foster*

*\*Denotes full-time employees whose appointment includes part-time teaching in addition to other non-teaching responsibilities.*

# BACHELOR'S DEGREE IN BIOLOGY

**Goals:**

1. Graduates who so choose will be prepared to enter a graduate program in the biological sciences.
2. Graduates will possess the scientific background to apply for entry level positions in research laboratories in the biological sciences.
3. Graduates should gain an awareness of the complex issues of bioethics from a Judeo-Christian perspective.

| <b>Degree Requirements .....</b>  | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Core .....</b>   | <b>51-53</b>          |
| <i>Note: The Core should include REL 241, MAT 141, CHE 111 AND CHE 112.</i> |                       |
| <b>Required Chemistry Courses.....</b>                                      | <b>8</b>              |
| CHE 301 Organic Chemistry I.....  | 4                     |
| CHE 302 Organic Chemistry II .....  | 4                     |
| <b>Required Biology Courses.....</b>  | <b>20</b>             |
| BIO 111 General Biology I-Zoology .....                                     | 4                     |
| BIO 112 General Biology II-Botany.....                                      | 4                     |
| BIO 301 Genetics.....   | 4                     |
| BIO 331 Cell Biology .....  | 4                     |
| BIO 341 Ecology .....   | 4                     |
| <b>Biology Electives .....</b>  | <b>12</b>             |
| <i>Choose from the following: **</i>  |                       |
| BIO 201 Human Anatomy and Physiology I .....                                | 4                     |
| BIO 202 Human Anatomy and Physiology II.....                                | 4                     |
| BIO 310 Biology Seminar.....  | 2                     |
| BIO 321 Parasitology.....   | 3                     |
| BIO 322 Parasitology Lab .....  | 1                     |
| BIO 351 Morphology of Non-Vascular Plants.....                              | 4                     |
| BIO 353 Anatomy and Morphology of Vascular Plants .....                     | 4                     |
| BIO 361 Microbiology.....   | 4                     |
| BIO 399 Bioethics.....  | 3                     |
| BIO 421 Systematic Botany.....  | 4                     |
| BIO 426 Embryology .....  | 4                     |
| CHE 411 Biochemistry .....  | 3                     |
| BIO 461 Comparative Anatomy .....   | 4                     |
| PSY 424 Physiological Psychology.....                                       | 3                     |
| <b>Elective Courses for the Bachelor of Arts Degree.....</b>                | <b>31*</b>            |
| <b>Elective Courses for the Bachelor of Science Degree .....</b>            | <b>31-33*</b>         |
| <b>Total Number of Hours Required.....</b>                                  | <b>122-124</b>        |

\*A minimum of forty-five (45) semester hours must be earned in courses numbered 300 or above.

\*\* Elective courses must include one 4 credit hour botany course.

| <b>MINOR IN BIOLOGY</b>   |           |
|---|-----------|
| <b>Biology Requirements.....</b>  | <b>8</b>  |
| BIO 111 General Biology I / Zoology.....  | 4         |
| BIO 112 General Biology II / Botany .....                                       | 4         |
| <b>Biology Electives .....</b>  | <b>12</b> |
| <i>Note: The Electives should include BIO 301, BIO 331 or BIO 341</i>           |           |
| <i>Secondary Teacher Certification: See Division of Education Requirements.</i> |           |

## Recommended Curriculum for Biology Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>                    | <i>Spring Semester</i>                  |
|---|---|
| ENG 101 3                               | ENG 102 3                               |
| HIS 111 or HIS 201 3                    | HIS 112 or HIS 202 3                    |
| Foreign Language or B.S. Core Elect 3-4 | Foreign Language or B.S. Core Elect 3-4 |
| CHE 111 4                               | CHE 112 4                               |
| PED 101 1                               | REL 101 or REL 102 3                    |
| FSM 101 1                               |   |
| <i>Total Hours</i>                      | <i>Total Hours</i>                      |
| 15-16                                   | 16-17                                   |

### Sophomore Year

| <i>Fall Semester</i> | <i>Spring Semester</i> |
|----------------------|------------------------|
| Literature 3         | Humanities 3           |
| BIO 111 or BIO 112 4 | BIO 111 or BIO 112 4   |
| CHE 211 4            | CHE 212 4              |
| MAT 141 5            | ENG 221 or Fine Arts 3 |
|                      | REL 241 3              |
| <i>Total Hours</i>   | <i>Total Hours</i>     |
| 16                   | 17                     |

### Junior Year

| <i>Fall Semester</i>     | <i>Spring Semester</i>  |
|--------------------------|-------------------------|
| BIO 341 4                | BIO 331 4               |
| BIO 301 or BIO Elect 3-4 | Bio Elective 3-4        |
| ENG 221 or Fine Arts 3   | Elective 3              |
| Elective 3               | Elective 3              |
| Elective for 15 hr. min  | Elective for 15 hr. min |
| <i>Total Hours</i>       | <i>Total Hours</i>      |
| 15                       | 15                      |

### Senior Year

| <i>Fall Semester</i>        | <i>Spring Semester</i>  |
|-----------------------------|-------------------------|
| BIO 301 or Bio Elective 2-4 | Bio Elective 3-4        |
| Elective 3-4                | Elective 3-4            |
| Elective 3-4                | Elective 3-4            |
| Elective 3                  | Elective 3              |
| Elective for 14 hr. min     | Elective for 14 hr. min |
| <i>Total Hours</i>          | <i>Total Hours</i>      |
| 14                          | 14                      |

**Total Number of Hours Required.....122-124**



# Division of Nursing

***Division Chair — Kenneth R. Burns, Ph.D., RN***

*Office: xx Martin Hall, Room xxx*

*Telephone: (931) 424-7395*

*E-mail: kburns@martinmethodist.edu*

## ***Full-Time Faculty***

*Professors: Kenneth R. Burns*

*Assistant Professors: Karen Ferguson, MSN, RN, C-APN*

*Instructors: Cheryl Ann Smith, M.S.N., R.N.*

The Division of Nursing offers a bachelor of science degree in nursing. After successful completion of the program, students are eligible to apply to the Tennessee State Board of Nursing to take the NCLEX-RN (registered nurse licensure examination).

The Division of Nursing prepares the professional nurse for leadership roles in a variety of health care settings. A variety of agencies in South Central Tennessee and northern Alabama are used as clinical learning facilities for students. Students are responsible for providing their own transportation to and from Martin Methodist College as well as assigned clinical agencies. Clinical experiences are selected to augment nursing theory and provide the learner with the opportunity to develop clinical competencies in the delivery of entry level nursing care. Graduates are prepared to: 1) use the nursing process, core nursing knowledge and core nursing competencies to provide, design, and manage culturally competent, sensitive and cost effective nursing care to clients with diverse needs across the life span and in different settings to promote, maintain or restore health by integrating core nursing competencies; 2) collaborate with client systems, nurses, interdisciplinary healthcare providers, religious congregations, and community agencies to engage in illness prevention, health promotion, maintenance and restorative interventions; 3) use entry-level nursing skills and cultivate the attitudes and skills necessary for critical thinking, information management, and assuming accountability for independent decisions; 4) implement professional nursing values and legal, ethical, and social standards with responsibility and accountability to clients, employer, profession, society, and self; 5) maintain an awareness of historical trends and the legal, social, economic, and political issues related to nursing and health care; and engage in activities to promote respectful citizenship, Christian values, and the health and well being of culturally diverse clients.

The nursing curriculum builds on a foundation of liberal arts and science courses that provide the basis for critical thinking, communication, and therapeutic nursing interventions. The purpose of the proposed basic pre-licensure baccalaureate nursing program will be to prepare graduates to practice nursing as a generalist at the entry level.

## **Essential Performance Requirements**

All students interested in enrolling and remaining in the undergraduate nursing program must possess performance component skills necessary to assess a patient's biopsychosocial systems, analyze collected data in order to identify patient problems, plan and implement independent, collaborative and interdisciplinary interventions, and evaluate the care provided as well as the patient's responses to care. Specific observation, communication, motor, cognitive, psychosocial, and behavioral requirements provide candidates with the ability to carry out the responsibilities of a student nurse providing direct or indirect patient care. A student must, with or without reasonable accommodation, possess these performance component skills upon admission to the Division of Nursing and maintain these essential components throughout the program.

**Manual Dexterity** — Use sterile technique; insert catheters (Foley, NG, IV); perform venipuncture; prepare medications and administer (PO, IM, IV); manipulate small objects (lancet, stopcock); open and close medication containers.

**Mobility** — Remain at patient's side for a prolonged period of time for purposes of monitoring and frequent assessments; perform CPR; assist in lifting and moving patients and patient care materials (bed, chair); move independently to and from patient care areas.

**Processing Patient Information** — Respond to communication by patients with or without direct view of patient's face; respond to monitor alarms, emergency signals, call bells from patients, and orders in a rapid and effective manner; accurately assess blood pressures, heart, lung, vascular, and abdominal sounds; accurately read a thermometer; identify cyanosis, absence of respirations, and movements made by patients rapidly and accurately; accurately process information on medical containers, physicians' orders, and monitor and equipment calibrations, printed documents, flow sheets, graphic sheets, medication administration records, and other medical records.

**Math Competency** — Tell time; use measuring tools (tape measure, scale); add, subtract, multiply, and divide, record numbers; calculate medication dosages (PO, IM, IV) and intravenous solution rates.

**Emotional Stability** — Provide emotional support to patients; adapt rapidly to environmental changes and multiple task demands (new admission, patient going to therapy or surgery); maintain adequate concentration and attention in patient care settings; maintain behavioral decorum in stressful situations (avoid inappropriate laughter, jokes, comments).

**Cognitive Processing** — Transfer knowledge from one situation to another (classroom to patient care); assess patient needs based on understanding and synthesis of patient information (know co-morbidities, complex problems); develop effective care plans based on assessments; prioritize tasks to ensure patient safety and standards of care (administer medications and treatments on time); organize and retain information in basic knowledge and skills areas (frequently administer medications and treatments)

**Critical Thinking** — Identify cause and effect relationships (religious, ethnic, cultural); sequence information in a manner that is logical and understood by others; make sound clinical judgments and decisions based on standards of nursing care; seek assistance when clinical situation requires a higher level of expertise/experience.

**Interpersonal Communication** — Respect differences in patients; establish and maintain effective working relations with patients and co-workers; teach and provide information in an accurate and effective manner; report critical patient information to other caregivers; convey information to others through graphic, print, and/or electronic media in an accurate, timely and comprehensible manner.

## Clinical Requirements

Mandatory clinical requirements are established to protect students as well as patients. Immunization requirements follow the CDC and OSHA guidelines as well as those of the clinical agencies serving as clinical rotation sites. The mandatory clinical requirements are:

- Measles, Mumps & Rubella titers;
- Varicella (Chicken Pox) titers;
- Hepatitis B titer;
- Tetanus/Diphtheria Booster;
- a two step tuberculin skin test;

- Cardiopulmonary Resuscitation (CPR) certification;
- a criminal background check;
- a 7 panel drug screen;
- professional liability insurance;
- Health Insurance; and
- Documentation of Bloodborne Pathogens/Standard Precautions/Universal Precautions knowledge.

For specific information on how to meet these requirements, please call the Division of Nursing or refer to the Division of Nursing Fact Sheets. Policy changes by regulatory bodies and clinical agencies can result in additional clinical requirements.

## Program Costs

In addition to the usual costs for tuition and books, nursing students will be responsible for the cost associated with:

- student nurse uniforms to be worn in all clinical courses;
- equipment such as a watch with a sweep second hand, stethoscope, and nurse pack;
- a PDA for use in the clinical setting;
- providing ones own transportation for clinical experiences;
- professional liability insurance; health insurance, criminal background checks and drug screens, as well as communicable disease titers and immunizations,
- fees associated with nursing courses, and
- nursing pin purchased at graduation.

## ADMISSION TO THE NURSING PROGRAM

All students who desire admission to the nursing program must make formal application by February 1 of the sophomore year. A total of 24 students will be admitted once a year. Because admission is a competitive process and the number of spaces is limited, students may meet the minimum admission requirements but not be admitted to the Division of Nursing. Applicants will be competitively considered for admission by each criterion listed below. Applicants who do not meet the minimum criteria will be eliminated from the applicant pool. Applicants who meet the minimum criteria will be ranked according to a combined cumulative grade point average and prerequisite grade point average. Applicants will be reviewed in February/March for fall admission by the Admissions and Progressions Committee.

Admission to the nursing program is provisional until all core and prerequisite courses are completed successfully with a grade of “C” or higher and the minimum grade point average of 2.5 is maintained. Students who do not achieve a minimum grade of “C” in prerequisite courses or earn a grade point average of less than 2.5 will be dismissed from the program. Students admitted to the Division of Nursing must attend a mandatory orientation.

## Application Deadline

All applicants must be admitted to Martin Methodist College prior to February 1, and have submitted a completed nursing application by February 1. Completed applications include reading comprehension scores, ACT scores, and transcripts from all other colleges attended.

## Admission Criteria to the Division of Nursing

- An ACT Reading Score of 24 or higher or a **COMPASS Reading** score of 94. Applicants who hold baccalaureate or graduate degrees from an accredited U.S. college or university are exempt from the reading score requirement. Applicants will contact the Student Resources Center for information about and scheduling an appointment to take the COMPASS reading test. The reading comprehension test may be taken a maximum of two times. The higher of the two scores will be used in the admission process.
- Nursing applicants must achieve a grade of “C” or better in all nursing prerequisite courses. Students who have earned less than a grade of “C” in any required nursing prerequisite course and have not repeated the course and earned a grade of “C” or higher will not be considered for admission.
- Applicants must have completed a minimum of 8 prerequisite courses and be able to successfully complete all remaining prerequisite and core courses during the Spring semester in which they are applying to the Division of Nursing. All core and prerequisite courses must be completed prior to beginning nursing course work.
- A cumulative grade point average of 2.5 or higher is required to be considered for admission to the Division of Nursing.
- A grade point average of 2.5 or higher in required prerequisite courses is required to be considered for admission to the Division of Nursing.
- On-Campus Transfer Applicants who entered Martin Methodist College as freshman and completed core and prerequisite courses with a grade point average of 3.75 or higher qualify for priority admission consideration.
- Applicants who are transfer students from another nursing program must have successfully completed all nursing courses on the first attempt with a grade of “C” or higher, be in good academic standing and provide two letters of reference. The two letters of reference shall include:
  - a) one letter from a nursing faculty member who taught the applicant in his or her most recently completed semester, and
  - b) one letter from the director/dean who can address the applicant’s academic standing in the program. Applicants from other nursing programs will also need to furnish the Division of Nursing with course syllabi from their previous nursing program to determine if course work is compatible with the courses offered by the Division of Nursing.
- International students must achieve a score of 197 on the computer based Test of English as a Foreign Language (TOEFL) or 550 on the paper/pencil TOEFL Exam. Additionally, a score of 200 or above must be achieved on the Test for Spoken English.

## Progression Requirements

Nursing majors must maintain a grade point average of 2.5 or higher and earn a grade of “C” or higher in all nursing courses to continue in the program. All requirements for a grade of incomplete (I) in a nursing course must be completed before progressing to the next semester. Students who earn two “D/F” grades in any combination of nursing courses, engage in unprofessional conduct, fail to maintain updated clinical requirements, and miss in excess of the allowable number of “absent” days will be dismissed from the program. Students must abide by the policies identified in the Martin Methodist Division of Nursing Undergraduate Nursing Student Handbook.

# BACHELOR OF SCIENCE IN NURSING DEGREE

**Goals:** Graduates of the Bachelor of Science Degree program in Nursing will:

1. Use the nursing process, core nursing knowledge and competencies to provide, design, and manage culturally sensitive and cost effective nursing care to clients across the life span with diverse needs and in different setting to promote, maintain, or restore health.
2. Collaborate with nurses, other healthcare providers, religious congregations, and community agencies to promote, maintain or restore health.
3. Use entry-level nursing skills and cultivate the attitudes and skills necessary to think critically, manage information and assume accountability for independent decisions.
4. Implement professional nursing values, legal, ethical, and social standards with responsibility and accountability to clients, employer, profession, society and self.
5. Maintain an awareness of historical trends and legal, social, economic, and political issues related to nursing and health care.
6. Engage in activities to promote respectful citizenship, Christian values, and the positive health and well-being of those in diverse communities.

## ***Degree Requirements*** ..... ***Semester Hours***

**General Education Core** ..... **50**

*Note: The Core should include BIO 201,202, CHE 110, MAT 131, MAT 251, and REL 399.*

**Required Additional Core Courses** ..... **13**

|  |   |
|--|---|
| BIO 361 Microbiology .....                   | 4 |
| PSY 111 General Psychology.....              | 3 |
| PSY 211 Life-Span Growth & Development ..... | 3 |
| SOC 211 Principles of Sociology.....         | 3 |

**Required Nursing Courses** ..... **66-69**

|   |   |
|---|---|
| NUR 300 Fundamentals of Nursing* .....      | 5 |
| NUR 301 Pharmacology .....                  | 3 |
| NUR 302 Health Assessment* .....            | 3 |
| NUR 303 Pathophysiology .....               | 3 |
| NUR 304 Mental Health Nursing* .....        | 5 |
| NUR 305 Professional Role Development ..... | 2 |
| NUR 308 Adult Health Nursing I* .....       | 5 |
| NUR 312 Maternal Newborn Nursing* .....     | 5 |
| NUR 316 Adult Health Nursing II* .....      | 5 |
| NUR 400 Pediatric Nursing* .....            | 5 |
| NUR 410 Community Health Nursing* .....     | 5 |
| NUR 421 Nursing Research.....               | 3 |
| NUR 431 Issues & Trends in Nursing.....     | 2 |
| NUR 440 Nursing Leadership Processes* ..... | 5 |
| NUR 451 Senior Role Development .....       | 3 |
| NUR 460 Nursing Capstone* .....             | 7 |
| NUR Elective.....                           | 3 |

***Total Hours Required for Graduation***..... ***132-135***

## Recommended Curriculum for Nursing Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| FSM 100                    1 | PED 101                    1 |
| ENG 101                    3 | ENG 102                    3 |
| HIS 111 or 201            3  | HIS 112 or 202            3  |
| MAT 131 or higher        3   | CHE 110                    4 |
| PSY 111                    3 | SOC 211                    3 |
| REL 101 or 102            3  | Elective or MIS 120        3 |
| <i>Total Hours</i> 16        | <i>Total Hours</i> 17        |

### Sophomore Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| BIO 201                    4 | BIO 202                    4 |
| BIO 361                    4 | REL 399                    3 |
| ENG 221                    3 | PSY 211                    3 |
| Literature                3  | Literature                3  |
| Fine Arts                  3 | MAT 251                    3 |
| <i>Total Hours</i> 17        | <i>Total Hours</i> 16        |

### Junior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       | <i>Summer Term</i>            |
|------------------------------|------------------------------|-------------------------------|
| NUR 300                    5 | NUR 304                    5 | NUR 316                    5  |
| NUR 301                    3 | NUR 308                    5 | NUR Elective                3 |
| NUR 302                    3 | NUR 312                    5 |                               |
| NUR 303                    3 |                              | <i>Total Hours</i> 8          |
| NUR 305                    2 | <i>Total Hours</i> 15        |                               |
| <i>Total Hours</i> 16        |                              |                               |

### Senior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| NUR 400                    5 | NUR 440                    5 |
| NUR 410                    5 | NUR 450                    3 |
| NUR 420                    3 | NUR 460                    7 |
| NUR 430                    2 |                              |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 15        |

**Total Number of Hours Required**..... 132

# Division of Social Sciences

## ***Division Chair – William E. Rutherford***

*Office: D. W. Johnston Center, Room 218*

*Telephone: (931) 363-9861*

*E-mail: brutherford@martinmethodist.edu*

## ***Full-Time Faculty***

*Professors: Lancaster, Rutherford, Kozy\**

*Assistant Professors: Cooper, Wossum-Fisher, Vickers, White*

The Division of Social Sciences includes the areas of criminal justice, history, political science, psychology, sociology, and social work.. The Division offers the Bachelor's degree with majors in Behavioral Sciences, Criminal Justice, and History. Within the Behavioral Science major students may choose an emphasis in Human Services, General Psychology, Addiction Psychology, Professional Psychology or Developmental Psychology, or an approved minor.

The Human Services emphasis within the Behavioral Sciences major is an interdisciplinary major comprised of course work in Psychology, Sociology, and Social Work..., and includes internship experiences in a variety of work settings. The Human Services emphasis can be in either Social Work or Psychology. The major prepares students to pursue graduate studies, or work in positions in a variety of service areas such as: governmental social work agencies, residential treatment centers, domestic violence centers, halfway houses, nursing homes, youth clubs, etc.

The Psychology emphasis within the Behavioral Sciences major is designed to develop a theoretical and applied understanding of individual and social behavior. The emphases are in General, Addiction, Developmental, or Professional. The student may either select an emphasis or an approved minor. Graduates of the program are prepared to enter graduate study in such areas as psychology, counseling, social work, law, divinity school, occupational therapy, and criminal justice. Graduates are also prepared for a variety of careers in the mental health field such as mental health centers, probation/parole counseling, drug treatment centers, crisis counseling, vocational/career counseling, or in a number of business settings such as management, human resources, marketing, advertising, and public relations.

The Criminal Justice major is designed to provide students an opportunity to pursue studies leading to law school, graduate school, or a career in the administration of justice. The program includes a core of criminal justice courses on such topics as law enforcement, the judicial process, juvenile justice, corrections, and criminal law.

The History major is designed for students who wish to pursue graduate work in history or to become secondary school teachers. The History and Political Science major, in conjunction with courses in criminal justice can also provide excellent preparation for students who wish to pursue a professional program such as law. The History and History/Political Science majors also offer a suggested curriculum for pre-law students.

Students interested in a major within the Division of Social Sciences should consult the appropriate Program Coordinator as listed below:

*Behavioral Sciences – John W. Lancaster*

*Criminal Justice – John White*

*History – Ken Vickers*

*History and Political Science – Ken Vickers*

*Pre-Law – Ken Vickers*

*\* Denotes full-time employees whose appointment includes part-time teaching in addition to other non-teaching responsibilities.*

# BACHELOR'S DEGREE IN BEHAVIORAL SCIENCES

The Behavioral Science Major offers areas of emphasis in Human Services, General Psychology, .Addiction Psychology, Professional Psychology, and Developmental Psychology. Course-work includes the disciplines of psychology and social work.

In all programs in the Behavioral Sciences, following the American Psychological Association (APA) guidelines for ethical behavior is an essential part of psychological training and education. Students are expected to follow the APA guidelines in all fieldwork, class work, and research. If student's performance places the welfare of a client or research participant in jeopardy and is determined inappropriate or irresponsible, the student will be removed from the course and additional disciplinary action may be taken.

**Goals:** Graduates of the Bachelor's Degree program in Behavioral Science will:

1. Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in the behavioral sciences;
2. Understand and apply basic research methods in psychology, including research design, data analysis, and interpretation;
3. Respect and use critical and creative think, skeptical inquiry, and, when possible, the scientific approach to solve problems related to behavior and mental processes;
4. Understand and apply psychological principles to personal, social, and organizational issues; and
5. Be able to weigh evidence, tolerate ambiguity, act ethically, and reflect other values that are the underpinnings of the behavioral sciences as a discipline.

|   |           |
|---|-----------|
| <b>Behavioral Sciences Requirements.....</b>          | <b>24</b> |
| PSY 321 Introduction to Counseling .....              | 3         |
| PSY 331 Psychological Statistics & Testing .....      | 3         |
| PSY 351 Abnormal Psychology.....                      | 3         |
| PSY/SOW 353 Psychopharmacology .....                  | 3         |
| PSY 411 History and Systems- .....                    | 3         |
| PSY 424 Physiological Psychology .....                | 3         |
| PSY 400 Research Methods and Advanced Statistics..... | 3         |
| PSY 430 Senior Seminar.....                           | 3         |



**Technology is an important part of the learning experience at Martin Methodist College.**



Students may choose from the options designated below:

### *Option 1: Emphasis in Human Services*

The Human Services Option is designed for those students who wish to enter the work force immediately after graduation.

**Additional Goals:** Graduates of the Behavioral Sciences program with an emphasis in Human Services shall:

1. Demonstrate the ability to counsel individuals and groups.;
2. Be able to understand assessment instruments and techniques used to arrive at diagnosis and prognosis;
3. Be able to provide documentation of symptoms and, functioning through note taking, clear oral and written reports, and case studies, to assist mental health service providers in making diagnostic and intervention decisions.

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| <i>Degree Requirements</i> .....   | <i>Semester Hours</i> |
|--|-----------------------|
| <b>General Education Core</b> .....  | <b>49</b>             |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i>                                    |                       |
| <b>Additional General Courses</b> .....  | <b>3</b>              |
| HIS 222 State and Local Government .....   | 3                     |
| <b>Behavioral Sciences Requirements</b> .....  | <b>24</b>             |
| <b>Required Human Services Courses</b> .....   | <b>27</b>             |
| SOC 211 Principles of Sociology .....  | 3                     |
| SOC 311 Marriage and Family .....  | 3                     |
| SOW 201 Introduction to Human Services.....  | 3                     |
| SOW 220 Human Services Administration .....  | 3                     |
| SOW 311 or PSY 311 Intervention Methods I.....   | 3                     |
| SOW 410 or PSY 410 Intervention Methods II .....   | 3                     |
| SOW 415 or PSY 415 Internship I.....   | 3                     |
| SOW 425 or PSY 425 Internship II .....   | 3                     |
| PSY 401 Advanced Counseling.....   | 3                     |
| <b>Psychology or Social Work Electives</b> .....   | <b>9</b>              |
| <b>General Electives</b> .....   | <b>9</b>              |
| Only six elective hours may be internships. Internship hours beyond 3 hours must be taken pass/fail. |                       |
| <b>Total Number of Hours Required</b> .....  | <b>121</b>            |

### *Option 2: Emphasis in General Psychology*

The general Psychology emphasis provides a background for students who plan to become psychologists, and whose career plans are in areas related to psychology such as law, administration, or the ministry.

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| <i>Degree Requirements</i> .....  | <i>Semester Hours</i> |
|---|-----------------------|
| <b>General Education Core</b> .....   | <b>49</b>             |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i>   |                       |
| <b>Behavioral Sciences Requirements</b> .....   | <b>24</b>             |
| <b>Required Upper-level Psychology Courses</b> .....  | <b>9</b>              |
| PSY 320 Theories of Personality .....   | 3                     |
| PSY 370 Learning and Cognition .....  | 3                     |
| PSY 365 Social Psychology.....  | 3                     |
| <b>Electives</b> .....  | <b>39</b>             |
| <i>Only six elective hours may be internships. Internship hours beyond 3 hours must be taken pass/fail.</i> |                       |
| <i>Students may declare a minor with 18 hours in another discipline.</i>                                    |                       |
| <b>Total Number of Hours Required</b> .....   | <b>121</b>            |

### ***Option 3a: Emphasis in Addiction Psychology (Psychology)***

A GPA of at least 2.5 is required to enroll in an internship in Addiction Psychology. Internship hours beyond three hours must be taken pass/fail.

***Additional Goals:***

1. Be able to enter the workforce at an addiction treatment facility.

| <b><i>Degree Requirements</i></b> .....                           | <b><i>Semester Hours</i></b> |
|---|------------------------------|
| <b>General Education Core</b> .....                               | <b>49</b>                    |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i> |                              |
| <b>Behavioral Sciences Requirements</b> .....                     | <b>24</b>                    |
| <b>Required Upper-Level Addiction Psychology Courses</b> .....    | <b>24</b>                    |
| PSY 401 Advanced Counseling .....                                 | 3                            |
| PSY 412 Addictive Behavior .....                                  | 3                            |
| PSY 449 Topics – Treatment of Addiction.....                      | 3                            |
| PSY 449 Topics – Addictions / Family and Community .....          | 3                            |
| PSY 415 Internship .....  | 3                            |
| PSY 425 Internship.....   | 3                            |
| PSY 435 Internship .....  | 3                            |
| PSY 436 Internship .....  | 3                            |
| <b>General Electives and/or minor</b> .....                       | <b>24</b>                    |
| <b>Total Number of Hours Required</b> .....                       | <b>121</b>                   |

### ***Option 3b: Emphasis in Addiction Psychology (Social Work)***

A GPA of at least 2.5 is required to enroll in an internship in Addiction Psychology. Internship hours beyond three hours must be taken pass/fail.

***Additional Goals:***

1. Be able to enter the workforce at an addiction treatment facility.

| <b><i>Degree Requirements</i></b> .....                           | <b><i>Semester Hours</i></b> |
|---|------------------------------|
| <b>General Education Core</b> .....                               | <b>49</b>                    |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i> |                              |
| <b>Additional General Courses</b> .....                           | <b>3</b>                     |
| HIS 222 State and Local Government .....                          | 3                            |
| <b>Behavioral Sciences Requirements</b> .....                     | <b>24</b>                    |
| <b>Required Addiction Psychology/Social Work Courses</b> .....    | <b>36</b>                    |
| SOW 201 Introduction to Human Service .....                       | 3                            |
| SOW 220 Human Services Administration .....                       | 3                            |
| SOW 311 or PSY 311 Intervention Methods I.....                    | 3                            |
| SOW 410 or PSY 410 Intervention Methods II.....                   | 3                            |
| SOW 415 or PSY 415 Internship I.....                              | 3                            |
| SOW 425 or PSY 425 Internship II .....                            | 3                            |
| PSY 401 Advanced Counseling .....                                 | 3                            |
| PSY 412 Addictive Behavior.....                                   | 3                            |
| PSY 449 topics – Treatment of Addiction.....                      | 3                            |
| PSY 449 topics – Addictions, the Family and the Community.....    | 3                            |
| PSY or SOW 445 Internship in Addiction .....                      | 6                            |
| <b>General Electives</b> .....                                    | <b>9</b>                     |
| <b>Total Number of Hours Required</b> .....                       | <b>121</b>                   |

### **Option 4: Emphasis in Professional Psychology**

The Professional Psychology option is designed for students who want to pursue a graduate degree in psychology. The student must have an overall GPA of 3.0 or above to declare this emphasis. In addition, a grade of “C” or higher is required for all Psychology courses taken. Psychology courses can be repeated only once.

**Additional Goals:**

1. Graduates will be prepared to enter a graduate program in various psychology specializations.

| <b>Degree Requirements .....</b>  | <b>Semester Hours</b> |
|---|-----------------------|
| <b>General Education Core.....</b>  | <b>49</b>             |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i>   |                       |
| <b>Additional General Courses.....</b>  | <b>3</b>              |
| HIS 222 State and Local Government .....  | 3                     |
| <b>Behavioral Sciences Requirements.....</b>  | <b>24</b>             |
| <b>Required Upper-level Courses .....</b>   | <b>15</b>             |
| PSY 320 Theories of Personality .....   | 3                     |
| PSY 370 Learning and Cognition .....  | 3                     |
| PSY Topics – Writing and Research in Psychology .....   | 6                     |
| ENG 315 Advanced Grammar .....  | 3                     |
| <b>Electives .....</b>  | <b>30</b>             |
| No more than six hours may be internship courses and internship hours beyond three hours must be taken pass/fail. Students may declare a minor with 18 hours in another discipline. |                       |
| <i>Suggested Electives</i>  |                       |
| For all graduate specializations: LIB 205 Library Research and Reference Skills   |                       |
| For those interested in clinical and counseling psychology: PSY 311 and 410 Intervention Methods I and II, and PSY 401 Advanced Counseling;   |                       |
| For those interested in neuroscience: BIO 201-202 Human Anatomy and Physiology, BIO 399 Bioethics;  |                       |
| For those interested in experimental psychology: MAT 213 Mathematics for Management and Social Science.   |                       |
| <b>Total Number of Hours Required.....</b>  | <b>121</b>            |

### **Option 5: Emphasis in Developmental Psychology**

The Developmental Psychology emphasis provides a special focus in lifespan developmental psychology. This option can be taken in conjunction with the professional Psychology option. A GPA of at least 2.5 is required to enroll in an internship in Developmental Psychology, and will not be available until Fall 2005.

| <b>Degree Requirements .....</b>   | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Core.....</b>   | <b>49</b>             |
| <i>Note: The Core should include MAT 131, PSY 111 and PSY 211</i>  |                       |
| <b>Behavioral Sciences Requirements.....</b>   | <b>24</b>             |
| <b>Required Upper-level Psychology Courses .....</b>   | <b>15</b>             |
| PSY 350 Educational Psychology--- .....  | 3                     |
| PSY 370 Learning and Cognition .....   | 3                     |
| PSY 499 Topics - Theory and Treatment of Childhood Disorders- .....  | 3                     |
| SOW 351 Intro to Gerontology- .....  | 3                     |
| PSY 499 Topics - Practicum in Developmental Psychology .....   | 3                     |
| <b>Electives .....</b>   | <b>33</b>             |
| Only three elective hours may be practicum coursework. Practicum hours beyond 3 hours must be taken pass/fail. Students may declare a minor with 18 hours in another discipline. |                       |
| <b>Total Number of Hours Required.....</b>   | <b>121</b>            |

## MINOR IN BEHAVIORAL SCIENCES

|   |           |
|---|-----------|
| <b>Option I: (Childhood Learning)</b> .....                         | <b>19</b> |
| PSY 111 General Psychology .....                                    | 3         |
| EDU 331 Statistics and Testing .....                                | 3         |
| PSY/EDU 305 Educational Psychology .....                            | 3         |
| ART 301 Arts & Crafts for Youth .....                               | 3         |
| MUS 310 Music for Youth .....                                       | 1         |
| PSY 311 Intervention Methods I or PSY 351 Abnormal Psychology ..... | 3         |
| PSY 321 Introduction to Counseling .....                            | 3         |
| <b>Option II: (Psychology)</b> .....                                | <b>18</b> |
| PSY 111 General Psychology .....                                    | 3         |
| PSY 311 Intervention Methods I .....                                | 3         |
| PSY 321 Introduction to Counseling .....                            | 3         |
| PSY 351 Abnormal Psychology .....                                   | 3         |
| PSY 320 Theories of Personality .....                               | 3         |
| PSY 421 Addiction Behaviors .....                                   | 3         |
| <b>Option III: (Graduate Psychology)</b> .....                      | <b>24</b> |
| PSY 331 Statistics and Testing .....                                | 3         |
| PSY 351 Abnormal Psychology .....                                   | 3         |
| PSY 365 Social Psychology .....                                     | 3         |
| PSY 370 Learning and Cognition .....                                | 3         |
| PSY 411 History and Systems .....                                   | 3         |
| PSY 424 Physiological Psychology .....                              | 3         |
| PSY 400 Research Methods and Advanced Studies .....                 | 3         |
| <b>Option IV: (Art Therapy)</b> .....                               | <b>18</b> |
| ART 111 Design (recommended, but not required) .....                | 3         |
| ART 131 Studio Ceramics .....                                       | 3         |
| ART 251 Studio Painting .....                                       | 3         |
| ART 351 Principles of Art Therapy .....                             | 3         |
| PSY 211 Developmental Psychology-Lifespan .....                     | 3         |
| PSY 320 Theories of Personality .....                               | 3         |
| PSY 351 Abnormal Psychology .....                                   | 3         |

## Recommended Curriculum for Behavioral Sciences Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| ENG 101                    3 | ENG 102                    3 |
| MAT ____                3    | REL 101/102               3  |
| HIS 111/201              3   | HIS 112/202              3   |
| PSY 111                    3 | PSY 211                    3 |
| BIO 111/PHY 101        4     | BIO 112/PSY 102        4     |
| PED 101                    1 |                              |
| FSM 101                    1 |                              |
| <i>Total Hours</i> 18        | <i>Total Hours</i> 16        |

### Sophomore Year

| <i>Fall Semester</i>          | <i>Spring Semester</i>        |
|-------------------------------|-------------------------------|
| Literature                3   | Humanities                3   |
| ENG 221                    3  | HIS 222 or Elect        3     |
| REL ____                    3 | PSY Elect                3    |
| PSY 351                    3  | Elective                    3 |
| ART 121/MUS 231        3      | Elective                    3 |
| <i>Total Hours</i> 15         | <i>Total Hours</i> 15         |

### Junior and Senior Years

Meet with faculty advisor in order to develop remaining curriculum based upon option chosen.

***Total Number of Hours Required..... 121***

# BACHELOR'S DEGREE IN CRIMINAL JUSTICE

**Goals:** Graduates of the Criminal Justice program will:

1. Master information from courses taken in Criminal Justice.
2. Exemplify high standard of social, intellectual, emotional, academic, and professional behavior.
3. Promote Judeo-Christian values and ethics as they relate to their students, peers, administrators, and parents.
4. Nurture citizens and other professionals by modeling and promoting the ideals of American democracy and personal integrity.
5. Be appropriately equipped with the knowledge and understanding to enter into the professional ranks of the Criminal Justice field of their choosing.

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## **Degree Requirements .....Semester Hours**

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**General Education Core..... 49**

*Note: The Core should include MAT 251 and PSY 111.*

**Required Criminal Justice Courses ..... 30**

- CJ 215 Introduction to Criminal Justice ..... 3
- CJ 301 Law Enforcement ..... 3
- CJ 305 Criminal Investigations..... 3
- CJ 310 Criminology ..... 3
- CJ 320 Corrections..... 3
- CJ 380 Forensic and Crime Scene Investigations..... 3
- CJ 410 Constitutional Law ..... 3
- CJ 411 Criminal Law ..... 3
- CJ 440 Management of Criminal Justice Organizations..... 3
- CJ 455 Digital Crime Scene Replication ..... 3

**Electives in Criminal Justice..... 18**

*Choose from the following:*

- CJ 315 Victimology ..... 3
- CJ 325 Juvenile Justice ..... 3
- CJ 330 Professional Ethics and Legal Liabilities..... 3
- CJ 360 Drugs, Alcohol and Organized Crime ..... 3
- CJ 370 Reporting Writing ..... 3
- CJ 450 Special Topics in Criminal Justice..... 3
- CJ 451 Advanced Readings in Criminal Justice ..... 3
- CJ 485 Internship..... 3

**Electives Psychology and Social Services..... 18**

*Choose from the following:*

- PSY 211 Developmental Psychology ..... 3
- PSY 311 Intervention Methods I..... 3
- PSY 320 Theories of Personality ..... 3
- PSY 331 Psychological Testing and Measurements ..... 3
- PSY 341 Psychology of Criminal Behavior ..... 3
- PSY 351 Abnormal Psychology..... 3
- PSY 353 Psychopharmacology ..... 3
- PSY 365 Social Psychology..... 3
- PSY 401 Advanced Counseling ..... 3
- PSY 412 Addictive Behavior ..... 3
- PSY 424 Physiological Psychology ..... 3

**General Electives..... 6**

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**Total Number of Hours Required..... 121**

*See catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree.*

## MINOR IN CRIMINAL JUSTICE

|  |           |
|--|-----------|
| CJ 215 Introduction to Criminal Justice..... | 3         |
| CJ 301 Law Enforcement .....                 | 3         |
| CJ 305 Criminal Investigations .....         | 3         |
| CJ 310 Criminology.....                      | 3         |
| CJ 410 Constitutional Law.....               | 3         |
| CJ 411 Criminal Law .....                    | 3         |
| CJ 455 Digital Crime Replication.....        | 3         |
| <b>Total Hours Required for Minor .....</b>  | <b>21</b> |

### Recommended Curriculum for Criminal Justice Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

#### Freshman Year

| <i>Fall Semester</i>               | <i>Spring Semester</i>            |
|------------------------------------|-----------------------------------|
| ENG 101/111                    3   | ENG 102/112                    3  |
| REL 101/102                   3    | REL 241/201                    3  |
| HIS 111/HIS 201              3     | HIS 112/HIS 202              3    |
| Fine Arts                        3 | MAT 131                         3 |
| General Elective              3    | PSY111                         3  |
| FSM 101                         1  | PED 101                         1 |
| <i>Total Hours</i> 16              | <i>Total Hours</i> 16             |

#### Sophomore Year

| <i>Fall Semester</i>                | <i>Spring Semester</i>               |
|-------------------------------------|--------------------------------------|
| ENG 201/203/205              3      | Humanities Elective            3     |
| Natural Science               4     | Natural Science                4     |
| CJ 215                            3 | CJ 301                             3 |
| MAT 251                         3   | CJ 305                             3 |
| PSY Elective                    3   | PSY Elective                    3    |
| <i>Total Hours</i> 16               | <i>Total Hours</i> 16                |

#### Junior Year

| <i>Fall Semester</i>                | <i>Spring Semester</i>              |
|-------------------------------------|-------------------------------------|
| CJ 310                            3 | CJ 325                            3 |
| CJ 320                            3 | CJ 380                            3 |
| CJ Elective                     3   | CJ 410                            3 |
| PSY Elective                    3   | CJ Elective                     3   |
| General Elective               3    | PSY Elective                    3   |
| <i>Total Hours</i> 15               | <i>Total Hours</i> 15               |

#### Senior Year

| <i>Fall Semester</i>                | <i>Spring Semester</i>              |
|-------------------------------------|-------------------------------------|
| CJ 411                            3 | CJ 440                            3 |
| CJ Elective                     3   | CJ Elective                     3   |
| CJ Elective                     3   | PSY Elective                    3   |
| PSY Elective                    3   | CJ Elective                     3   |
| General Elective               3    |                                     |
| <i>Total Hours</i> 15               | <i>Total Hours</i> 15               |

**Total Number of Hours Required..... 121**

# BACHELOR'S DEGREE IN HISTORY

**Goals:** Graduates of the History program will:

1. Possess a sound command of historical material encompassing various regions of the world.
2. Demonstrate the ability to communicate well, orally and in writing; construct and analyze expository arguments; and deploy basic tools for historical method with respect to identifying and handling sources, conventional notation, etc.
3. Demonstrate a mastery of knowledge concerning professional opportunities and criteria and educational requirements for various disciplines within the field of History.

| <b>Degree Requirements</b> .....                                 | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Core</b> .....                              | <b>49</b>             |
| <i>Note: The Core should include HIS 111-112.</i> .....          | 6                     |
| <i>Note: The Core should include MAT 131.</i> .....              | 3                     |
| <b>Additional General Courses</b> .....                          | <b>3</b>              |
| HIS 241 World Geography.....                                     | 3                     |
| <b>Required History Courses</b> .....                            | <b>21</b>             |
| HIS 201-202 History of the United States .....                   | 6                     |
| HIS 300 Historiography and Historical Methods .....              | 3                     |
| HIS 324 Renaissance and Reformation .....                        | 3                     |
| HIS 350 Jeffersonian and Jacksonian America.....                 | 3                     |
| HIS 435 Social and Cultural History of the United States.....    | 3                     |
| HIS 440 Religion in America.....                                 | 3                     |
| <b>History Electives (choose from the following)</b> .....       | <b>6</b>              |
| <i>Note: Six (6) elective hours must be in non-U.S. courses</i>  |                       |
| HIS 320 Ancient Greece and Rome .....                            | 3                     |
| HIS 322 Medieval Europe.....                                     | 3                     |
| HIS 330 Europe During Absolutism and Revolution.....             | 3                     |
| HIS 336 Europe Since 1848.....                                   | 3                     |
| HIS 340 Tennessee History.....                                   | 3                     |
| HIS 342 Colonial, Revolutionary, and Early National America..... | 3                     |
| HIS 354 Antebellum America, Civil War, and Reconstruction.....   | 3                     |
| HIS 360 American Gilded Age and Age of Reform.....               | 3                     |
| HIS 370 The United States Since 1940.....                        | 3                     |
| HIS 402 History of Africa.....                                   | 3                     |
| HIS 408 History of the Far East.....                             | 3                     |
| HIS 412 History of the Middle East.....                          | 3                     |
| HIS 422 History of the South.....                                | 3                     |
| HIS 425 American Westward Movement .....                         | 3                     |
| HIS 432 Diplomatic History of the United States .....            | 3                     |
| HIS 437 America and the Vietnam Conflict.....                    | 3                     |
| HIS 450 History of Islam.....                                    | 3                     |
| HIS 460 Colonialism and the Post-Colonial World.....             | 3                     |
| HIS 465 History of the Revolution in the Modern World.....       | 3                     |
| HIS 480 Readings in History .....                                | 3                     |
| HIS 499 Special Topics in History.....                           | 3                     |
| <b>Minor and/or General Electives</b> .....                      | <b>30</b>             |
| <i>Note: Minor and/or General Electives must be 300 or above</i> |                       |
| <b>Total Number of Hours Required</b> .....                      | <b>121</b>            |

See catalog reference or program coordinator for degree requirements for either B.A. or B.S. degree.



## MINOR IN HISTORY

|   |           |
|---|-----------|
| <b>Required History Courses.....</b>              | <b>9</b>  |
| <i>Note: The Core should include HIS 111-112</i>  |           |
| HIS 201-202 History of the United States.....     | 6         |
| HIS 300 Historiography and Historical Method..... | 3         |
| <b>Upper Level History Electives .....</b>        | <b>9</b>  |
| <b>Total Hours Required for Minor .....</b>       | <b>18</b> |

## Recommended Curriculum for History Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| ENG 101              | 3         | ENG 102                | 3         |
| Natural Science Core | 4         | Natural Science Core   | 4         |
| MAT 131 or higher    | 3         | ENG 221                | 3         |
| HIS 111 or 201       | 3         | HIS 112 or 202         | 3         |
| FSM 100              | 1         | Elective               | 3         |
| PED 101              | 1         |                        |           |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>16</i> |

### Sophomore Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| Literature Core      | 3         | Humanities Elective    | 3         |
| HIS 201 or 111       | 3         | HIS 202 or 112         | 3         |
| HIS 241              | 3         | Fine Arts Core         | 3         |
| Religion Core        | 3         | Religion Core          | 3         |
| Elective             | 3         | HIS 300                | 3         |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>15</i> |

### Junior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| History Required     | 3         | History Required       | 3         |
| History Required     | 3         | History Required       | 3         |
| History Elective     | 3         | History Elective       | 3         |
| Upper-level Elective | 3         | Upper-level Elective   | 3         |
| Elective             | 3         | Elective               | 3         |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>15</i> |

### Senior Year

| <i>Fall Semester</i> |           | <i>Spring Semester</i> |           |
|----------------------|-----------|------------------------|-----------|
| History Required     | 3         | History Required       | 3         |
| History Required     | 3         | Upper-level Elective   | 3         |
| Upper-level Elective | 3         | Upper-level Elective   | 3         |
| Upper-level Elective | 3         | Elective               | 3         |
| Elective             | 3         | Elective               | 3         |
| <i>Total Hours</i>   | <i>15</i> | <i>Total Hours</i>     | <i>15</i> |

**Total Number of Hours Required..... 121**

*Note: See catalog reference or program coordinator for degree requirements for B.A. degree.*

# BACHELOR'S DEGREE IN HISTORY/POLITICAL SCIENCE

**Goals:** Graduates of the Bachelor's Degree program in History/Political Science will:

1. Acquire the ability to analyze political processes and institutions;
2. Possess the skills to enter several fields of endeavor including public administration, teaching, diplomatic service or journalism;
3. Be prepared to enter a graduate school of political science or a school of law.

| <b>Degree Requirements</b> .....   | <b>Semester Hours</b> |
|--|-----------------------|
| <b>General Education Courses</b> .....   | <b>49</b>             |
| <i>To include: MAT 131, Foreign Language (Intermediate Level 6 hrs)</i>                              |                       |
| <b>Political Science Requirements</b> .....  | <b>30</b>             |
| <i>(Choose four courses from 221, 222, 314, 410, 411 and 18 elective hours in political science)</i> |                       |
| POL SCI 221 American National Government .....   | 3                     |
| POL SCI 222 American State and Local Government .....  | 3                     |
| POL SCI 310 Congress and the Legislative Process .....   | 3                     |
| POL SCI 311 The American Presidency .....  | 3                     |
| POL SCI 312 The American Judicial Process .....  | 3                     |
| POL SCI 314 Comparative Politics .....   | 3                     |
| POL SCI 315 World Politics .....   | 3                     |
| POL SCI (CJ) 410 Constitutional Law .....  | 3                     |
| POL SCI 411 Political Theory .....   | 3                     |
| POL SCI 412 Law and the Legal Courts .....   | 3                     |
| POL SCI 417 Municipal Governments .....  | 3                     |
| *POL SCI 490 Service Learning Experience (Legislative Internship) .....                              | 12                    |
| *POL SCI 493 Service Learning Experience (Governor's Internship) .....                               | 3                     |
| <b>History Requirements</b> .....  | <b>12</b>             |
| HIS 330 Europe During Absolutism and Revolution, 1648-1848 .....                                     | 3                     |
| HIS 340 Tennessee History .....  | 3                     |
| HIS 432 Diplomatic History of the United States .....  | 3                     |
| HIS 435 Social and Cultural History of the United States .....                                       | 3                     |
| <b>Social Science Requirements</b> .....   | <b>6</b>              |
| PSY 111 General Psychology .....   | 3                     |
| SOC 211 Principles of Sociology .....  | 3                     |
| <b>Business Requirements</b> .....   | <b>6</b>              |
| BUS 201, 202 Principles of Economics .....   | 6                     |
| <b>Social Science Electives</b> .....  | <b>12</b>             |
| <b>General Electives</b> .....   | <b>6</b>              |
| <b>Total Number of Hours Required</b> .....  | <b>121</b>            |

\* Only six hours of Legislative or Governor's Internship may count toward a major

| <b>MINOR IN POLITICAL SCIENCE</b>                     |           |
|---|-----------|
| <b>Required Political Science Courses</b> .....       | <b>6</b>  |
| POL SCI 221 American National Government .....        | 3         |
| POL SCI 222 American State and Local Government ..... | 3         |
| <b>Upper Level History Electives</b> .....            | <b>12</b> |
| <b>Total Hours Required for Minor</b> .....           | <b>18</b> |

## Recommended Curriculum for History/Political Science Degree

It is the student's responsibility to contact the program coordinator for current requirements, transfer information, and advising assistance.

### Freshman Year

| <i>Fall Semester</i>   | <i>Spring Semester</i> |
|------------------------|------------------------|
| ENG 101 3              | ENG 102 3              |
| Natural Science Core 4 | Natural Science Core 4 |
| FLG 221 3              | ENG 221 3              |
| HIS 111 or 201 3       | HIS 112 or 202 3       |
| FSM 100 1              | FLG 222 3              |
| PED 101 1              |                        |
| <i>Total Hours</i> 15  | <i>Total Hours</i> 16  |

### Sophomore Year

| <i>Fall Semester</i>  | <i>Spring Semester</i> |
|-----------------------|------------------------|
| Literature Core 3     | Humanities Core 3      |
| PSY 111 3             | SOC 211 3              |
| POLS 221 3            | Fine Arts Core 3       |
| Religion Core 3       | Religion Core 3        |
| MAT 131 or higher 3   | POLS 222 3             |
| <i>Total Hours</i> 15 | <i>Total Hours</i> 15  |

### Junior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| Political Science Required 3 | Political Science Required 3 |
| History Required 3           | History Required 3           |
| Political Science Elective 3 | Political Science Elective 3 |
| Upper-level Elective 3       | Upper-level Elective 3       |
| BUS 201 3                    | BUS 202 3                    |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 15        |

### Senior Year

| <i>Fall Semester</i>         | <i>Spring Semester</i>       |
|------------------------------|------------------------------|
| History Required 3           | History Required 3           |
| Political Science Required 3 | Political Science Elective 3 |
| Political Science Elective 3 | Political Science Elective 3 |
| Upper-level Elective 3       | Elective 3                   |
| Elective 3                   | Elective 3                   |
| <i>Total Hours</i> 15        | <i>Total Hours</i> 15        |

**Total Number of Hours Required..... 121**

*Note: See catalog reference or program coordinator for degree requirements for B.A. degree.*

## SUGGESTED CURRICULUM (ELECTIVES) FOR PRE-LAW STUDENTS

Students can enter law school from any undergraduate program. Most law school bulletins suggest that prospective students have a strong background in history, political science, and English, as well as some preparation in economics, business, sociology, psychology, and mathematics. This suggested list of pre-law electives builds upon the requirements for the History/Political Science degree, but is designed to give students in any major the necessary academic background to succeed in law school.

Students considering law school should consult with the Coordinator of the History Program during their freshman year to insure proper guidance in the suggested curriculum. LSAT study material and guides to admission to law school are available in the Warden Memorial Library.

### ***Criminal Justice***

CJ 410 – Constitutional Law (3 hours)

CJ 411 – Criminal Law (3 hours)

### ***Business***

BUS 201, 202 – Principles of Economics (3-6 hours)

BUS 221, 222 – Principles of Accounting (3-6 hours)

BUS 350, 351 – Business Law I, II (3-6 hours)

### ***English***

Any 300 or 400 level literature course. (3 hours)

### ***Management Information System***

MIS 210, 220 – Information Management I, II (3-6 hours)

### ***Mathematics***

MAT 213 – Mathematics for Management and Social Science (3 hours)

### ***Psychology***

PYS 111 – General Psychology (3 hours)

PYS 205 – Personal Leadership and Management (3 hours)

### ***Sociology***

SOC 211 – Principles of Sociology (3 hours)

# Course Descriptions

## Numbering System

All credit-level courses at Martin Methodist College are identified by a three-digit number:

- courses that are normally taken during the freshman year are numbered at the 100 level;
- courses usually taken during the sophomore year are numbered at the 200 level;
- courses usually taken during the junior year are numbered at the 300 level;
- courses usually taken during the senior year are numbered at the 400 level.

Courses that are identified by sequential numbers, such as 111-112, are two-semester courses and are listed together with the first course being a prerequisite for the second in most cases. Specific prerequisites will be indicated in the course description appearing in the catalog. While it will be common for two different courses to bear the same identification number, this will not occur with courses in the same discipline.

Courses numbered 100 or below are considered developmental courses. Developmental courses carry institutional credit only and do not count towards meeting graduation requirements.

Courses that carry an “H” designation are Honors Courses. Enrollment in these courses is restricted to those students who meet the academic requirements to participate in the College’s Honors Program. See page 42 for these requirements.

## Terms Courses Are Offered

The term or terms when each course is offered is included with each course description. A course listed as Fall (or Spring ) is offered each year. Courses offered every term are listed as Fall and Spring. Some courses are offered only every other year, or less frequently. These are listed as being offered on alternate years, or the particular rotation followed. In some instances the year in which the course is offered may be indicated. In other instances, courses are offered only when a sufficient number of students indicate an interest in the course to offer it. These courses are listed as offered on demand. Students should pay close attention to the rotation of certain classes that may be required within their program of study, so they can be included in their schedule of classes at the appropriate time. Failure to do so will not remove the requirement of the course for the degree.

For courses offered through the evening Flex Program, please consult the Flex Program schedule.

## Course Listing In Alphabetical Order

### **ACCOUNTING — see Business**

### **ART**

#### **ART 111 — Design I (two-dimensional)**

**3 hours credit**

This is a study of the principles and techniques of design in their application to two-dimensional art forms. *Fall.*

#### **ART 112 — Design II (three-dimensional)**

**3 hours credit**

This course focuses on the principles of design as they relate to the three-dimensional art forms. *Spring.*

#### **ART 121 — Art Survey I (Art Appreciation)**

**3 hours credit**

A study of past periods and movements in art for a greater understanding of studio work, this course covers the period from prehistoric times to the present, presenting an overview of the movements in art so that a greater appreciation of all forms may be acquired. *Fall and Spring.*

**ART 122 — Art Survey II****3 hours credit**

A continuation of Art Survey I , the emphasis here is on the period from the Renaissance to the present day. *Prerequisite: Art Survey I. Spring.*

**ART 131 — Studio Ceramics****3 hours credit**

This is an investigation of the basics of hand building, wheel throwing, and firing. *Prerequisites: Art Survey I. Fall and Spring.*

**ART 141 — Digital Imaging Art****3 hours credit**

This course is designed to give students the knowledge and understanding of how to use the computer to enhance pictures. Processes include, photo manipulation, restoration, colorizations and putting images together in a visual presentation. Knowledge may be used for personal or professional use. *Fall.*

**ART 142 — Computer Graphics****3 hours credit**

This course is designed to teach students layout and design techniques using the computer. Adobe PhotoShop, Power Point , and the digital camera will be used in the course. Students will learn how to use Photo Shop to enhance, manipulate and restore photographs, along with Power Point to develop visual presentations. *Fall.*

**ART 211 — Drawing I****3 hours credit**

The materials and techniques of drawing are emphasized. *Prerequisite: Design I. Offered on demand.*

**ART 212 — Drawing II****3 hours credit**

A continuation of Drawing I , this course emphasizes figure drawing. *Prerequisites: Design I and Drawing I. Offered on demand.*

**ART 221 — Modeling and Animation****3 hours credit**

Students will learn how to use the computer and specific programs to model and animate their own creations. This will include modeling techniques, surface renderings such as texture mapping, then adding motion to the models. *Fall.*

**ART 251 — Studio Painting****3 hours credit**

This is an introduction to painting and the development of various painting techniques. *Prerequisites: Design I and Drawing I. Offered on demand.*

**ART 301 — Art for Youth****2 hours credit**

An investigation of the projects and materials that can be used with young children and youth, this course has applications in helping students use art in learning. *Prerequisite: Art Survey I. Fall and Spring.*

**ART 351 — Principles of Art Therapy****3 hours credit**

An investigation of the origin, history, and major theoretical trends in the therapeutic field of art therapy. *Prerequisite: Art 111, 131, 251, and PSY 211, 320, and 351. Fall.*

**BIOLOGY****BIO 111 — General Biology / Zoology****4 hours credit**

This course examines the concepts of scientific method, ecology, biological molecules, and the cell. Bacteria, protists, and invertebrate animals are studied to reflect the incredible diversity of living organisms. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Fall and Spring.*

**BIO 112 — General Biology / Botany****4 hours credit**

This course is designed to acquaint the student with the fundamentals of biology, emphasizing cell energetics; the origin and evolution of life; the diversity of plants, fungi, algae, and bacteria; and plant biology. This course

includes three (3) hours of lecture and three (3) hours of laboratory each week. *Fall and Spring.*

**BIO 201, 202 — Human Anatomy and Physiology** **4 hours credit**

This two-semester course is designed to introduce the student to the structure and function of the human body and its parts. At the beginning of the semester, each student is required to demonstrate a working understanding of anatomical orientation and basic terminology. Biology 201 covers cells and tissues, integument, skeleton, muscles, nervous system, and senses. Biology 202 focuses on digestion, respiration, blood, cardiovascular system, lymphatics, immunity, urinary system, reproduction and development and endocrinology. Each course includes three (3) hours of lecture and three (3) hours of laboratory each week. *201 normally offered Fall, 202 normally offered Spring.*

**BIO 231 — Nutrition** **3 hours credit**

This course is directly related to the nutritional needs of the individual and to groups of people. It presents the basic facts of food requirements; principles of food chemistry; and medical, economic, and ethical issues related to nutrition on community, national, and global scales. *Spring.*

**BIO 301 — Genetics** **4 hours credit**

This course covers Mendelian principles, mitosis and meiosis, sex determination and linkage, pedigree analysis, chromosomal mapping, cytogenetics, gene expression, mutation, and DNA repair. Non-Mendelian inheritance, population genetics, and the genetics of evolution are also studied. The laboratory portion of the course examines the techniques of classical and molecular genetics. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Fall, odd-numbered years.*

**BIO 310 — Topics in Biology Seminar** **2 hours credit**

This seminar in selected topics will require oral presentations to be made by participants regarding recent advances in biology, news items relating to biology, and major concepts in biology. Topics are selected by participating students. *Prerequisites: BIO 111,112. Fall, odd-numbered years.*

**BIO 321 — Parasitology** **3 hours credit**

This course examines life cycles and host-parasite relationships of parasites of humans and other animals. Disease manifestations, control measures, and the impact of these parasites on world health will also be studied. The parasitology laboratory class is optional and listed separately. *Prerequisites: BIO 111, 112. Fall, even-numbered years.*

**BIO 322 — Parasitology Lab** **1 hour credit**

This is primarily a techniques course. Participants learn host dissection and recovery of parasites, specimen preservation, and preparation of parasites for identification and study. Some field work is required. *Prerequisites: BIO 111, BIO112. Fall, even-numbered years.*

**BIO 331 — Cell Biology** **4 hours credit**

A study of the structure, function, and physiology of prokaryotic and eukaryotic cells, this course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Spring.*

**BIO 341 — Ecology** **4 hours credit**

Lectures on the basic concepts of the ecosystem and community, aquatic and terrestrial habitats, and population ecology will be complemented by field and laboratory exercises. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Fall.*

**BIO 351 — Morphology of Non-Vascular Plants** **4 hours credit**

An introduction to the taxonomy, morphology, reproduction, evolution, and ecological importance of nonvascular plants (algae, fungi, and bryophytes). Three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Fall, alternate years.*

**BIO 353 — Anatomy and Morphology of Vascular Plants** **4 hours credit**

A study of cells, tissues, and organs, morphology, evolutionary trends, and adaptive strategies of vascular plants; including the ferns, fern allies, gymnosperms, and angiosperms. Three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Spring, alternate years.*

**BIO361 — Microbiology** **4 hours credit**

This introductory course is designed to give the student a general knowledge of the microbial world. The structure, function, and genetics of bacterial cells and bacterial diseases of humans are the main focus of the course. Viruses and viral diseases are also considered. In the laboratory the student will learn techniques for culturing, isolating, staining, and identifying bacteria. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112.*

**BIO 399 — Bioethics (also listed as REL 399)** **3 hours credit**

This course is designed to explore the complex ethical questions and concerns raised by the technological advancements being made in medicine, genetics, and cybernetics. The role of futuristic ethics, anticipating the bioethical issues likely to arise in the future and addressing those issues preemptively, will be considered. The importance of having a well-established ethical base from which to examine ethically questionable situations (as opposed to just “situation ethics”) will be stressed. Also, the reason humans need to do bioethics in the first place (as opposed to just letting the technology take us for a ride) will be stressed. While the class will work from a Judeo-Christian ethical perspective, other perspectives may also be considered. *Prerequisites: REL241 or permission from the instructors. Spring.*

**BIO 421 — Systematic Botany** **4 hours credit**

This study of non-flowering and flowering plants from the standpoint of structure, development, and reproduction emphasizes relationships as revealed by comparisons in body organization and life histories. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111,112. Spring, odd-numbered years.*

**BIO 426 — Embryology** **4 hours credit**

This course examines the early development of the sea urchin, frog, chicken, and human. Living material, models, serial section and whole mount slides, and films are used to study cleavage, germ layer formation, histogenesis, and organogenesis. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Spring, even-numbered years.*

**BIO 461 — Comparative Anatomy** **4 hours credit**

This is a study of vertebrate morphology and the development and function of systems and organs. This course includes three (3) hours of lecture and three (3) hours of laboratory each week. *Prerequisites: BIO 111, 112. Spring, odd-numbered years.*

## **BUSINESS**

*All students are required to complete Principles of Accounting 221 and 222 and Principles of Economics 201 and 202 before taking upper-division business courses. It is suggested that statistics (MAT 251) be taken before upper-division business courses.*

**BUS 101 — Introduction to Business** **3 hours credit**

This is the introductory course to practically all phases of the business and economic world. Topics covered include the nature of business, forms of ownership, methods of business, financing, production and personnel management, marketing, accounting and other managerial controls, and the relationship of government to business. *Fall, alternate years.*



**BUS 200 — Economic Concepts and Applications****3 hours credit**

An introductory course designed to acquaint the student with the fundamental tasks of all economic systems with emphasis on the overall structure of our economic system. This course should give the student a broad view of our economic system, the role of government in the economy, the function of monetary policy and income determination and measures. Technological applications that may be used to teach these economic concepts in the classroom environment will be introduced. This course does not meet the economics requirement for students receiving a bachelor's degree in business. *Fall.*

**BUS 201, 202 — Principles of Economics****3 hours credit each**

This is an introductory course designed to acquaint the student with the fundamental tasks of all economic systems with emphasis on the overall structure of our economic system. The first semester, macroeconomics, is designed to give the student a broad view of our economic system emphasizing causes of economic cycles, the role of government in the economy, the function of monetary and fiscal policy, and income determination and measures. The second semester, microeconomics, emphasizes the different market structures (pure competition, monopoly, oligopoly, and monopolistic competition), price determinations, and the role of labor unions in our economy. BUS 201 is a pre-requisite for BUS 202. *Fall and Spring.*

**BUS 205 — Personal Leadership and Management (also listed as PSY 205)****3 hours credit**

Students are provided with in-depth analysis of the way they view themselves and their view of the external environment. The second part of the course deals with implementation of organizational business systems and processes such as total quality management, strategic management, and organizational development and management. *Fall and Spring.*

**BUS 215 — Advanced Word Processing****3 hours credit**

This continuation of BUS116 Word Processing emphasizes familiarization of equipment and applications in business operations. The focus is on formatting tailored for business applications with advanced applications in reports, memoranda, and letters. *Prerequisite: BUS 116. Spring, alternate years.*

**BUS 221, 222 — Principles of Accounting****3 hours credit each**

The purpose of this introductory course is to instruct the student in the basic principles underlying the modern double entry accounting system. The first semester includes fundamentals of journal entries; preparation of income statements, balance sheets and capital statements; and the transactions required at the end of the accounting cycle. Other topics are methods of determining depreciation, payroll systems, and principles related to the partnership form of business ownership. The second semester emphasizes the corporate form of business ownership, cost accounting (job-order, process, and standard cost systems), and departments and branches. *BUS 221 Fall and BUS 222 Spring.*

**BUS 302— Managerial Finance****3 hours credit**

This course is about the nature and scope of business finance. The emphasis is on financial planning, forecasting, capital budgeting, sources and costs of capital, capitalization, financial instruments, mergers, reorganizations, liquidation, financial analysis, and interpretation. *Prerequisites: BUS 201, 202, 221 and 222. Fall.*

**BUS 305 — Intermediate Macroeconomics****3 hours credit**

Principles of commercial and central banking, monetary and income theory, monetary and fiscal policy, and international monetary relations will be studied in the course. *Prerequisites: BUS 201, 202, 221 and 222. Spring.*

**BUS 306 — Principles of Marketing****3 hours credit**

This course is a survey of the functions, processes, and institutions involved in the distribution of consumer and industrial goods and services. Decision-making in marketing management is introduced. *Prerequisites: BU S201, 202, 221 and 222. Fall and Spring.*

**BUS 310 — Business Communication** **3 hours credit**

This review of the theory and processes in oral and written business communication emphasizes the general functions of business communication and composing effective business documents. (ability to type or BUS 114 helpful). *Prerequisites: BUS 201, 202, 221 and 222. Fall and Spring.*

**BUS 311 — Intermediate Accounting I** **3 hours credit**

This course focuses on accounting practices and fundamental theories (balance sheet sequence) with some review of authoritative accounting pronouncements. *Prerequisite: BUS 222 with a minimum grade of "C". Fall.*

**BUS 312 — Intermediate Accounting II** **3 hours credit**

This is a continuation of BUS 311 topics. *Prerequisite: BUS 311 with a minimum grade of "C". Spring.*

**BUS 320 — Management of Information Systems** **3 hours credit**

This is an applications-oriented course that includes spreadsheet, database, and desktop publishing. Students are required to develop special projects directed by the professor. Additionally, as part of the projects, students are required to observe information systems professional in the workplace. This course has a required laboratory. *Prerequisites: MIS 120 and BUS 201, 202, 221 and 222. Fall and Spring.*

**BUS 321 — Managerial Accounting** **3 hours credit**

This is a study of the analysis of financial statements, costs, quantitative concepts relating to management objectives, income and capital budgeting, control, planning. *Prerequisite: BUS 222 with a minimum grade of C. Fall.*

**BUS 330 — Principles of Management** **3 hours credit**

This course studies concepts of the management functions of planning, organizing, directing, and controlling with an emphasis on behavioral science concepts as applied to managing people in organizations. *Prerequisites: BUS 201, 202, 221 and 222. Fall and Spring.*

**BUS 331 — Cost Accounting** **3 hours credit**

This course emphasizes accounting data for managerial planning and control decisions; cost calculations, cost allocations and behavior in manufacturing; systems and budgets. *Prerequisite: BUS 222 with a minimum grade of C. Spring, alternate years.*

**BUS 340 — Business Ethics** **3 hours credit**

Ethical issues arise in business relationships and business associations and in their interaction with each other and with consumers. The student studies federal and state legislation that deals with ethical issues and values that arise in consumer relations/employment including age, race and gender-based issues, the environment, marketing goods and services, and human services and organizational management. Landmark cases issued by the United States Supreme Court are discussed and analyzed, together with the effect of such decisions on business administration and management and the ethical duties thereupon imposed. Student participation is expected. Ideally students will complete BUS 351 before enrolling in BUS340. *Prerequisites: BUS 306, 330, and 350. Fall.*

**BUS 350 — Business Law I** **3 hours credit**

This course introduces the student to the Constitution and the Bill of Rights and thereby to the American legal system, its traditions, and nature. The student is introduced to the law governing crimes, the exclusionary rule under American law, torts, antitrust and product liability. The federal and state laws governing employment, workers' compensation, labor and safety, and consumer protection are discussed and analyzed. Basic elements of common law contract and contract law under the Uniform Commercial Code are introduced. Student participation is expected. *Prerequisites: BUS 201, 202, 221 and 222. Fall.*

**BUS 351 — Business Law II****3 hours credit**

This course examines business associations, i.e. sole proprietorships, partnerships, limited liability companies, and corporations. A detailed study of the Uniform Commercial Code—Article 2, Sales, Article 3, Negotiable Instruments, and Article 9, Secured Transactions including mortgages—is undertaken, along with discussion of how the bankruptcy laws affect contracts, leases, and other business documents. Debtor and creditor relations under the Bankruptcy Code are introduced. Real and personal property issues and cases are analyzed and discussed. A detailed analysis of the Fourteenth Amendment to the Constitution with a review of the first through the tenth amendments is undertaken. A comparative analysis of the federal Constitution and the state of Tennessee Constitution is made as an adjunct to an overview of the entire United States Constitution. An introduction to the laws governing bailments, wills, trusts and estates concludes this concentration of study. Student participation is expected. *Prerequisite: BUS 350. Spring.*

**BUS 410 — Organizational Communication****3 hours credit**

Emphasis on the communication process including: case studies in organizational communication, policies, principles, procedures and technology used in the development of business communications and presentations from the executives viewpoint. *Prerequisites: BUS 310 or equivalent, BUS 201, 202, 221 and 222. Spring.*

**BUS 411 — Advanced Accounting****3 hours credit**

Accounting practices and theories for partnerships, business reorganization, joint ventures, consolidated financial statements, international accounting, etc. are studied. *Prerequisite: BU S312 with a minimum grade of "C". Spring.*

**BUS 426— Entrepreneurship and Small Business Management****3 hours credit**

This is an examination of the role of the entrepreneur in society and analysis of the considerations inherent in starting a small business. Special attention is also given to the problems of different types of small enterprises, such as those in retail, service, franchise, and manufacturing industries. *Prerequisites: BUS 201, 202, 221, 222. Spring.*

**BUS 430 — Production Management****3 hours credit**

This is a study of management of production and information systems with emphasis on the process, system inputs, transformations, system out-puts, and techniques for decision making. *Prerequisite: BU S330. Fall.*

**BUS 431 — Sales Management****3 hours credit**

The management functions as applied to the field sales force are emphasized, including sales organization structures, selection and training of sales personnel, sales compensation, supervision and stimulation of the sales force, and evaluation of sales performance. *Prerequisites: BUS 306 and 330. Fall.*

**BUS 432 — Human Resources Management****3 hours credit**

The organization, functions, and administration of a personnel department, including selection, training, placement, promotion, appraisal, pay incentives, and laws affecting the personnel function will be studied. *Prerequisite: BUS 330. Fall and Spring.*

**BUS 434 — Organizational Behavior Management****3 hours credit**

The organization as a system will be studied with emphasis on the external environment, performance measurement, structure (including contingency theory of organization design), bureaucracy, and the impact of behavioral aspects on organization theory. *Prerequisite: BUS 330. Fall.*

**BUS 440 — International Business****3 hours credit**

A survey of international business topics including: the history and economic theories of international trade, cultural effects, trade laws, exporting and importing, international franchising and licensing, currency markets, multinational corporations, trading blocs, international marketing, logistics and supply chains. *Prerequisite: BUS 330. Spring.*

**BUS 451 — Accounting Systems****3 hours credit**

Current developments in establishment of complete accounting systems and the application of principles to typical business organizations will be studied, with special emphasis on cost controls and use of the computer. *Prerequisites: BUS 222 and MIS 120. Spring, alternate years.*

**BUS 453 — Federal Taxes I****3 hours credit**

A determination of taxable income for individuals, federal income tax returns, and research methods will be addressed. *Prerequisite: Senior standing or permission of professor. Fall, alternate years.*

**BUS 462 — Auditing I****3 hours credit**

Applications of theory and principles of auditing, verifying accounting data, preparation of reports by public accountants, auditor roles, liability, etc. will be studied. *Prerequisite: BUS 312 with a minimum grade of "C". Spring.*

**BUS 465 — Accounting Theory****3 hours credit**

This is an analysis of propositions, axioms, theorems, controversial accounting concepts, and authoritative statements and research on accounting principles. *Prerequisite: BUS 312 with a minimum grade of "C". Fall.*

**BUS 490 — Strategic Management****3 hours credit**

The study of how top management directs business firms with an emphasis on analysis and long range planning. This course draws on what students have learned in prior courses in accounting, economics management, marketing, finance, business law, and ethics. *Prerequisite: Senior classification and successful completion of all business core requirements; normally taken in last semester before graduation. Fall and Spring.*

**BUS 499 — Selected Topics and Readings in Business****1-3 hours credit**

This will include selected topics and readings that are related to the student's area of study. Permission of the faculty and Vice President for Academic Affairs is required before registration. *Prerequisite: Senior classification. Offered on demand.*

\* *See also Sport Management*

**CHEMISTRY****CHE 110— Fundamentals of Chemistry****4 hours credit**

Fundamental facts, principles, theory, and applications of chemistry for nursing students with no previous background in chemistry. Includes quantitative calculations, equilibrium theory, and organic chemistry with emphasis on structures of medicinal interest. Three hours lecture and one three-hour lab per week. *Prerequisite: successful completion of MAT 131. Spring.*

**CHE 111— General Chemistry****4 hours credit**

A study of the basics in atomic structure, the mathematics of chemical reactions, redox reactions, bond types, and thermochemistry. Three hours of lecture and a three-hour laboratory period each week. *Prerequisite: MAT 141 or concurrent registration in MAT 141. Fall.*

**CHE 112 — General Chemistry****4 hours credit**

A continuation of CHE 111. Topics include properties of solutions, chemical equilibria, kinetics, and electrochemistry. Three hours of lecture and a three-hour laboratory each week. *Prerequisite: CHE 111. Spring.*

**CHE 301— Organic Chemistry****4 hours credit**

An introduction to the fundamentals of carbon-based chemistry. Topics covered include covalent bonding, stereochemistry, nomenclature, Lewis acids and bases, and the reaction behavior of organic molecules. Also covered are the functional groups: alkanes, alkenes, and haloalkanes, alcohols, and benzene. Three hours of lecture and a three-hour laboratory period each week. *Prerequisite: CHE 112. Fall.*

**CHE 302 — Organic Chemistry****4 hours credit**

A continuation of CHE 301, this course covers alcohols, aromatic compounds, amines, aldehydes, ketones, and carboxylic acids. Lastly, topics in biological chemistry such as carbohydrates, lipids and amino acids are introduced. In the laboratory an introduction to FTIR spectroscopy is included. *Prerequisite: CHE 301. Spring.*

**CHE 311 — Analytical Chemistry****4 hours credit**

A study of the fundamental principles of quantitative analytical chemistry including basic statistics. Laboratory techniques and problem solving skills are emphasized. Laboratory techniques to be covered include: gravimetric, volumetric, colorimetric, chromatographic, and electroanalytical determination. Three hours lecture and one three-hour laboratory each week. *Prerequisite: CHE 111 and CHE 112 with a grade of "C" or higher. Fall, odd-numbered years.*

**CHE 322 — Environmental Chemistry****4 hours credit**

A study of the nature and transport of chemical species—both natural and human introduced—in the natural environment (atmosphere, hydrosphere, geosphere, and biosphere). The lab will include methods of sampling and analysis of samples from natural and/or human influenced environments. Three hours lecture and one three-hour laboratory each week. *Prerequisite: CHE 111 and 112. Completion of CHE 301 recommended, but not required. Spring, even-numbered years.*

**CHE 411 — Biochemistry****3 hours credit**

A study of the structure and function of carbohydrates, proteins, and lipids; properties of enzymes, enzyme kinetics, energy transformations, intermediary metabolism, biosynthesis of biomolecules, and regulation of cellular processes and functions. Three hours lecture. *Prerequisite: CHE 301 and 302.*

**CHE 421 — Polymers****3 hours credit**

The chemistry and applications of polymers of current commercial interest will be explored. The relationship between structure and physical properties will be examined, and the directions of future developments will be discussed. Three hours lecture. *Prerequisites: CHE 301 and 302. Spring, odd-numbered years.*

**COMPUTER SCIENCE — see Management Information Systems****CRIMINAL JUSTICE****CJ 215 — Introduction to Criminal Justice****3 hours credit**

This is a survey of the criminal justice system: philosophy and history of criminal justice agencies, analysis of the problems and needs of agencies involved in the criminal justice process, and a survey of professional career opportunities.

**CJ 301 — Law Enforcement****3 hours credit**

A survey of law enforcement concentrating on the police, with emphasis on functions (law enforcement, order maintenance, public service) and responsibilities (e.g., preservation of constitutional rights, community relations), including organizational and management aspects.

**CJ 305 — Criminal Investigations****3 hours credit**

Introduction to the lawful gathering and evaluation of information concerning criminal acts, with attention to the fundamentals of investigation, the organization and management of the investigation process including evidence processing, interrogation, and expert testimony accounts.

**CJ 310 — Criminology****3 hours credit**

An examination of the field of criminology, including theories of crime, criminality and causation.

**CJ 315 — Victimology****3 hours credit**

A study of the role of victims in crimes; their treatment by the criminal justice system; their decisions to report, or not to report, crimes occurring to them and their role in prosecuting offenders; participation in victim assistance programs; and victim compensation. Special focus in the course will be on sexual battery, domestic violence, and other crimes of personal violence.

**CJ 320 — Corrections****3 hours credit**

An overview of historical correctional philosophies, practices, and procedures in the United States and the field's interaction with the other facets of the criminal justice system.

**CJ 325 — Juvenile Justice****3 hours credit**

Examination of juvenile delinquency and juvenile justice, including legal and social history, definition and explanation of delinquency; and assessment of delinquency prevention and correctional programs, with emphasis on application of philosophical, legal, and procedural principles to problems and cases of juvenile justice.

**CJ 330 — Professional Ethics and Legal Liabilities****3 hours credit**

An introduction to the professional ethics associated with practitioners within the criminal justice system. Emphasis is placed on the legal liabilities, both civil as well as criminal liabilities, for practitioners in the enforcement and corrections fields. The course will explore a wide range of ethical and philosophical issues and moral dilemmas within the field of criminal justice. Topics include: principles of justice, deontology and utilitarianism, philosophical issues in sentencing, police and ethics, ethics and research, and the scope of state control.

**CJ 360 — Drugs, Alcohol, and Organized Crime****3 hours credit**

This course addresses the history, pharmacology, health consequences, and crime-related aspects of illegal drugs commonly encountered by the criminal justice field in modern society. Emphasis is placed on the part organized crime plays in connection with illegal drugs and other criminal enterprises in the United States.

**CJ 370 — Report Writing****3 hours credit**

Introduces the student to the basic concepts of writing effective and concise reports, highlighting communication and public relations skills. An analysis of court appearances and document preparation.

**CJ 380 — Forensics and Crime Scene Investigations****3 hours credit**

The course contains materials concerning the introductory level of Forensic Investigations and its contribution to the Criminal Justice System. The course will concentrate on the application of scientific discipline relative to the examination and analysis of physical evidence, the processing of evidentiary environments and the proper collection and preservation of physical evidence in criminal investigations. The course will include instruction on proper crime scene investigative techniques and methods, emphasizing "hands on" participation.

**CJ 410 — Constitutional Law****3 hours credit**

An examination of the Constitution of the United States and relevant amendments, concentrating on the Bill of Rights and its interpretation relevant to operations in the criminal justice field. The course will focus on landmark court decisions and their implications on the law enforcement and corrections fields.

**CJ 411 — Criminal Law****3 hours credit**

Analysis of the origin and sources of criminal law as well as definition of parties to crimes and affirmative defenses.

Discussion of specific crimes of common law, in-state and national statutes.

**CJ 440 — Management of Criminal Justice Organizations** **3 hours credit**

The course will focus on the planning and human resource management required in modern criminal justice agencies. The course will include theories concerning leadership skills necessary to manage enforcement organizations; positions classification, recruitment, selection, supervision, performance appraisals, promotion, discipline and employee relations.

**CJ 450 — Special Topics in Criminal Justice** **3 hours credit**

The course will allow an individual the ability to pursue directed reading and research in special areas of interest in the field of criminal justice. Course to be taken only once and by permission of the instructor.

**CJ 451 — Advanced Readings in Criminal Justice** **3 hours credit**

Student pursues selected readings in a specific area of Criminal Justice not offered in the curriculum. Course can be taken only once and by permission of instructor.

**CJ 455 — Digital Crime Scene Replication** **3 hours credit**

This class is a continuation of Forensic Crime Scene Investigation and Criminal Investigations courses in which digital technology is used to create three-dimensional state-of-the-art presentations of evidence from the crime scene for investigative purposes and courtroom presentations. The use of digital technology will also be taught in areas such as restoration of poor or damaged evidence, photorestoration, and facial construction/reconstruction.

**CJ 485 — Internship** **3 hours credit**

Student works in field operations with a qualified criminal justice agency. Course by permission of instructor and with approved supervision.

**DRAMA – see English**

**ECONOMICS – see Business**

**EDUCATION**

**EDU 101 — Education as a Profession** **3 hours credit**

This course examines the current learning theories, cognition, motivation, teaching methods, and other data related to the psychology of teaching. Procedures for entering MMC's education program are discussed. A three-hour field experience is associated with the course and must be completed prior to receiving an end of course grade. *Spring.*

**EDU 210 – The Learning Environment** **3 hours credit**

Students will examine the overall health, safety and nutritional needs of children and apply that information to the role of the early childhood educator in childcare settings. Emphasis will be placed on creating policies and practices to promote the health and well-being of children while helping them establish positive habits and attitudes toward health, safety and nutrition. *Field experience is required.*

**EDU 220 – Early Childhood Curriculum** **3 hours credit**

A comprehensive overview of theory and practice of early childhood education. Students will gain an understanding of care and education of children from birth through age nine; including development stages; accommodating developmental needs through curriculum, health and safety; effective group settings; teaching through play; and family relationships. *Field experience is required.*

**EDU 230 — Child, Family and Community** **3 hours credit**

The scientific study of societal institutions which socialize the child, such as the family, school, peer group,

community and media within the context of culture, religion, economics, politics and change. Major theoretical perspective will be examined. *Field experience is required.*

**EDU 240 — Clinical Practicum I**

**3 hours credit**

Supervised practicum with a minimum of 15 clock hours in seminar and 45 clock hours in early childhood practical experiences. Emphasis is placed on developing interpersonal skills and specific teaching strategies to work effectively with parents and staff and to support the social and emotional development of young children ages birth to nine.

**EDU 250 — Clinical Practicum II**

**3 hours credit**

Supervised practicum with a minimum of 15 clock hours in seminar and 45 clock hours in an approved clinical site (NAYEC, NAFCC, NSACA accredited agency or Martin Methodist College approved site). Emphasis is placed on developing an ability to plan, implement, and assess a variety of activities for children ages birth to nine.

**EDU 305 — Educational Psychology (also listed as PSY 305)**

**3 hours credit**

This course examines theories of learning and development as it applies to intervention, parenting, and education. The studies of moral, personality, language, and cognitive development, learning styles, intelligence and creativity, and cognitive and behavioral learning theories are covered. *Prerequisites: PSY 111. Fall and Spring.*

**EDU 313 — Language Literacy**

**2 hours credit**

The course addresses the principles and foundations of literacy development, methods and assessment strategies that support literacy development, and classroom practice which emphasizes the organizational and planning aspects of literacy instruction. A field experience is associated with the course and must be completed prior to receiving an end of course grade. *Prerequisites: Admittance into the education program. Fall.*

**EDU 314 — Kindergarten Curriculum and Teaching Methods**

**2 hours credit**

The course presents teaching and learning as an integrated activity taking place through children's play and activity. The course is primarily designed to acquaint teachers with the principles and guidelines of teaching in kindergarten, as stated by the National Association for the Education of Young Children and as stated in the curriculum guides utilized within schools of Tennessee. A field experience is associated with the course and must be completed prior to receiving an end of course grade. *Prerequisites: Admittance into the education program. Spring.*

**EDU 315 — The Exceptional Child**

**3 hours credit**

This course covers the foundations of education of exceptional students, including, programs, services, technologies, and interventions., Included in the course is coverage of mental retardation, learning disabilities, behavior disorders, communication disorders, disorders of the sensory or physically impaired, and the gifted. There is a focus on use of learning styles, adapting lesson plans, and integration of students into the regular classroom. A field experience is associated with the course and must be completed prior to receiving an end of course grade. *Prerequisites: Admittance into the education program. Spring.*

**EDU 321 — Physical Education for Elementary Teachers**

**2 hours credit**

This course is designed to cover materials and teaching methods for elementary schools. It includes all activities that would promote health and skills from the primary grades to the intermediate level. The methods and organization of a complete program are stressed. These areas include basic games, coordination, rhythms, dancing, and singing games. This course requires a field experience in the public schools. Field experiences must be completed before a grade is awarded for the course. *Prerequisite: Admittance into the Elementary Education Program. Spring.*

**EDU 331 — Educational Assessment**

**3 hours credit**

This course will include a consideration of the various types of tests used to evaluate student progress in the educational setting, Development of tests and interpretation of test data are studied. Attention is given to the use of tests both in the classroom and in various guidance processes. Both Praxis II and Portfolio preparation are components of this course. *Prerequisite: PSY 111 and admittance into the education program. Fall.*



**EDU 341 — Social/Natural Science Methods** **2 hours credit**

Social and natural sciences addresses the basic principles and skills as well as trends and issues for teaching Social Studies and Science to students in grades K-6. Emphasis is placed on developing student's understanding, attitudes, and integration skills that are requisite for intelligently meeting activities associated with societal participation. This course requires a field experience in the public schools. Field experiences must be completed before a grade is awarded for the course *Prerequisites: Admittance into the education program. Fall.*

**EDU 342 — Classroom Management** **2 hours credit**

Principles and practices related to a classroom setting will be addressed in this course. Topics include models of discipline as set forth by leading educational theorists, learning styles, behavior modification, and reinforcement methods effective in maintaining a safe and orderly classroom. Exploring case studies is a major component of the course. *Prerequisites: Admittance into the education program. Spring.*

**EDU 343 — Problem Solving K-6** **2 hours credit**

Through this math methods course, prospective K-8 teachers learn to foster a meaningful learning environment where students construct their own understanding of math. Cultivation of critical thinking, reasoning, and problem-solving skills through the use of a variety of math manipulatives, media, and methods is emphasized. This class requires a field experience in the public schools. Field experiences must be completed before a grade is awarded for the course. *Prerequisites: Admittance into the education program. Spring.*

**EDU 410 — Technology in Education** **3 hours credit**

This course introduces a variety of technological devices and explores their use in instructional contexts. The main focus of the course is on the integration of computer applications; Internet research; and instructional computer-generated activities, charts, presentations, games, and projects for the K-12 curriculum. A field experience is associated with the course and must be completed prior to receiving an end of course grade. *Prerequisites: MIS 120 or successful bypass exam, and admittance into the education program. Fall.*

**EDU 412 — Language Literacy Methods** **2 hours credit**

The course offers pre-service teachers practical ideas to help students improve reading abilities. The course addresses the main components of a reading curriculum, such as motivating students to read, developing fluency and vocabulary, comprehension, phonemic awareness and phonics, and involving parents. Within each component are teaching strategies, activities, and resources to help students with specific reading problems which can be utilized for reading instruction. *Prerequisites: EDU 313 and admittance into the education program. Spring.*

**EDU 420 — Strategies for Teaching Secondary Biology** **2 hours credit**

This course is a study of research, methods, instructional design, materials, and media as they pertain to the biology classroom at the secondary level (grades 7-12). Included will be the use of technology for classroom instruction in secondary biology. Additionally, a minimum of 12 hours of field experiences are required during this course. Students are generally required to observe two hours in junior high life science with the remaining ten hours being in high school biology (at least 2 of these hours shall be laboratory experiences). *Prerequisite: admittance into the STEP. Fall.*

**EDU 421 — Strategies for Teaching Secondary English** **2 hours credit**

This course is a study of research, methods, instructional design, materials, and media as they pertain to the English classroom at the secondary level (grades 7-12). Included will be the use of technology for classroom instruction in secondary English. Additionally, a minimum of 12 hours of field experiences is required during this course. Students are required to observe two hours in junior high English classes with the remaining 10 hours being in high school English classes. *Prerequisite: admittance into the STEP. Fall.*

**EDU 422 — Strategies for Teaching K-12 Physical Education** **2 hours credit**

This course is a study of research, methods, instructional design, materials, and media as they pertain to the

physical education program at the K-12 level inclusive. Included will be the use of technology for teaching K-12 physical education. Additionally, a minimum of 12 hours of field experience is required during this course. Students are required to observe six hours in grades K-4 and six hours in grades 5-12 (observing classes with diversity is expected). *Prerequisite: admittance into the STEP. Fall*

**EDU 423 — Strategies for Teaching Secondary Business** **2 hours credit**

This course is a study of research, methods, instructional design, materials, and media as they pertain to the business classroom at the secondary level (grades 7-12). Included will be the use of technology for classroom instruction in secondary business. Additionally, a minimum of 12 hours of field observation practicum is required during this course. Students are required to observe two hours in junior high business or computer classes with the remaining ten hours being in high school business or computer classes. Observations in classes with diversity (ELL, special needs, minority, etc.) are expected. *Prerequisite: admittance into the STEP. Fall.*

**EDU 424 — Strategies for Teaching History** **2 hours credit**

This course is a study of research, methods, instructional design, materials, and media as they pertain to the history classroom at the secondary level (grades 7-12). Included will be the use of technology for classroom instruction in secondary history. Additionally, a minimum of 12 hours of field observation practicum is required during this course. Students are required to observe two hours in junior high history classes with the remaining ten hours being in high school history classes. Observations in classes with diversity (ELL, special needs, minority, etc.) are expected. *Prerequisite: admittance into the STEP. Fall.*

**EDU 452 — Clinical Practice in Grades K-6** **11 hours credit**

Each student teaches a full day in a public elementary classroom for fifteen (15) weeks. Students are admitted to this course through a stringent screening process conducted by the Teacher Education Committee. No student is permitted to student teach unless that student has completed all degree requirements, made application, and been approved for Clinical Practice. Those applying for Clinical Practice must demonstrate accomplishment through professional dispositions, grades, quality points, and successful completion of field experiences. Upon completion of Clinical Practice, a letter grade is given. *Prerequisites: Completion of all course work in the major, admittance into the Elementary Education Program, successful completion of Praxis II exams, and approval for Clinical Practice by the Teacher Education Committee. Fall and Spring.*

**EDU 453 — Clinical Practice Seminar, K-6** **1 hours credit**

This seminar is held in conjunction with EDU452, and offers an opportunity for student teachers to participate in small group discussions. The focus of discussion is on problems and issues associated with Clinical Practice. Topics include classroom management, discipline, parent teacher conferences, and working cooperatively with colleagues and administrators. Other subjects discussed include instructional methods, multicultural education, inclusion, and related topics that student teachers may encounter in schools. The development of the professional portfolio is a major component of this course. *Prerequisites: admittance into the Elementary Education Program and approval for EDU 452. Fall and Spring.*

**EDU 456 — Clinical Practice in Grades 7-12** **11 hours credit**

Each student will teach a full day under the supervision of an approved teacher in an accredited public or private secondary classroom for fifteen (15) weeks. Students shall have two placements of 7-8 weeks' duration each, with one in grades 7-8 and the other in grades 9-12. When 7/8 placement is not available two 9-12 placements will be made in different schools. Students are admitted to this course through a stringent screening process conducted by the Teacher Education Committee. No student is permitted to student teach unless that student has completed all degree requirements, made application, and been approved for clinical practice. Those applying for Clinical Practice must demonstrate accomplishment through professional dispositions, grades, quality points, and successful completion of field experiences. Upon completion of Clinical Practice, a letter grade is given. *Prerequisites: completion of all course work in the major, admittance into the Secondary Teacher Education*

program, successful completion of Praxis II exams, and approval for Clinical Practice by the Teacher Education Committee. Fall and Spring.

**EDU 457 — Clinical Practice Seminar, Grades 7-12**

**1 hour credit**

This seminar is held in conjunction with EDU456 and offers an opportunity for student teachers to participate in small group discussions. The focus of discussion is on problems and issues associated with Clinical Practice. Topics include classroom management, discipline, parent-teacher conferences, working cooperatively with colleagues and administrators, instructional methods, multi-cultural education, inclusion, and related topics that student teachers may encounter. The development of the professional portfolio is a major component of this course. *Prerequisites: admittance into the Secondary Teacher Education Program and approval for EDU 456. Fall and Spring.*

**EDU 458 — Clinical Practice in Grades K-12**

**11 hours credit**

Each student will teach a full day under the supervision of an approved teacher in an accredited public or private secondary classroom for fifteen (15) weeks. Students shall have two placements of 7-8 weeks duration each, with one in elementary PE classes (grades K-6) and the other in secondary PE classes (grades 7-12). Students are admitted to this course through a stringent screening process conducted by the Teacher Education Committee. No student is admitted to clinical practice unless that student has completed all degree requirements, made application, and be approved for Clinical Practice. Those applying for Clinical Practice must demonstrate accomplishment through grades, quality points, and successful completion of field experiences. Upon completion of Clinical Practice, a letter grade is given. *Prerequisites: completion of all course work in the major, admittance into the appropriate Teacher Education Program, successful completion of all required Praxis II exams, and approval for Clinical Practice by the Teacher Education Committee. Fall and Spring.*

**EDU 459 — Clinical Practice Seminar, Grades K-12**

**1 hour credit**

This seminar is held in conjunction with EDU 458 and offers an opportunity for student teachers to participate in small group discussions. The focus of discussion is on problems and issues associated with Clinical Practice. Topics include classroom management, discipline, parent-teacher conferences, working cooperatively with colleagues, and administrators, instructional methods, multi-cultural education, inclusion, and related topics that student teachers may encounter. *Prerequisites: admittance into the appropriate Teacher Education Program and approval for EDU 458. Fall and Spring.*

**EDU 470 — Professional Experience — School Food Supervisor**

**4 hours credit**

Each student works at least 120 clock hours including the following areas: procurement, quantity foods, design and layout, and sanitation and food safety under the supervision of a licensed school food service supervisor. *Offered on demand.*

**EDU 499 — Selected Topics and Readings in Education**

**1-3 hours credit**

Selected topics and readings that are related to the student's area of study. Permission of the faculty and Vice President for Academic Affairs is required before registration. *Prerequisite: Senior classification. Offered on demand.*

**ENGLISH**

*Non-native speakers and students who lack adequate skills to be successful in college-level reading and writing will be required to complete basic course work in preparation for their college-level classes. Placement will be based on tests, ACT scores, and/or diagnostic essays. Students who place in ENG 095 will normally be expected to complete ENG 096 before advancing to TNG 099 and/or ENG 100. Students who place in ENG 099 will be expected to complete ENG 100 before advancing to ENG 101. Exceptions may be made if warranted by subsequent testing and/or the recommendation of the instructor and the Vice President for Academic Affairs.*

**ENG 097— Reading Strategies****3 hours institutional credit**

This course is designed to introduce students to the various strategies of successful college-level reading, including improved comprehension, speed, and vocabulary. *Fall and Spring.*

**ENG 095, 096 — English as a Second Language****3 hours institutional credit each**

This is a two-semester interactive course designed to help non-native speakers of English become more proficient in the use of the English language. Instruction is provided in all the basic skills: listening, comprehension, speaking, reading, and writing. This is required of all non-native speakers of English unless exempted by a proficiency test. *ENG 098 Fall, ENG 099 Spring.*

**ENG 099,100 — Basic Writing****3 hours institutional credit**

This two-semester course is designed to introduce students to the various strategies of successful college-level expository writing. Course instruction includes punctuation, grammar, mechanics, essay structure, and topic development. Course placement is determined by ability level as indicated by test scores. A student placed in Basic Writing (ENG 099 or ENG 100) must successfully complete ENG 100 in order to advance to ENG 101 Composition I. *Fall and Spring.*

**ENG 101, 102 — Composition I & II****3 hours credit each**

This two-semester course focuses on the conventions of standard written English. Parallel reading will be assigned. Research and analytical skills will be emphasized in the spring. *Fall and Spring.*

**ENG 111, 112 — Honors English I & II****3 hours credit each**

A two-semester course designed for students with high English ACT scores and high English grade point averages in high school, this course follows the same format as ENG 101, 102 but allows students to work in more challenging peer groups. *ENG 111 Fall, ENG 112 Spring.*

**ENG 131 — Drama and the Theatre****3 hours credit**

An introduction to the history of theatre, drama, and the principal phases of theatrical production, this course will allow students to study theatre both analytically and practically. Course work will include study of theatre concepts, theatre history, production methods, and plays. Students will be expected to complete written and oral projects and to participate in theatre production. Can be used to meet the fine arts requirement in the core curriculum. *Fall, alternate years.*

**ENG 201, 202 — Literature of the Western World I & II****3 hours credit**

This is a chronological study of literary masterpieces of the Western world with consideration of the philosophical, religious, and esthetic contexts of their respective historical periods. Involves some interdisciplinary review. *Prerequisites: ENG 101,102 or ENG 111, 112. ENG 201 Fall, ENG 202 Spring.*

**ENG 203, 204 — British Literature I & II****3 hours credit each**

This is a survey of British literature from the Middle Ages to the Twentieth Century, focusing on the changing dynamic of British literature and culture in the various literary periods. *Prerequisites: ENG 101,102 or ENG 111, 112. ENG 203 Fall, ENG 204 Spring.*

**ENG 205, 206 — American Literature I & II****3 hours credit each**

A survey of American literature from 1492 to the present, this course exposes students to a wide selection of American material from the age of exploration, colonial, revolutionary, Romantic, Civil War, realism, naturalism, modernism, post-modern, and contemporary periods. *Prerequisites: ENG 101,102 or ENG 111, 112. ENG 205 Fall, ENG 206 Spring.*

**ENG 221 — Speech Communication****3 hours credit**

Designed as an introduction to the basic principles of extemporaneous speaking, this course will familiarize

students with workable methods for planning, preparing, and delivering speeches. Course work will consist of reading, projects, tests, and a minimum of 4-6 speeches. *Fall and Spring.*

**ENG 232 — Set Construction Practicum**

**1 hour credit**

This workshop emphasizes the practical application of those skills necessary to producing a theatrical set from conception to implementation. *Prerequisite: enrolled in or completed ENG 131. Offered on demand.*

**ENG 233 — Stage Movement Practicum**

**1 hour credit**

This workshop emphasizes the practical application of theatrical performance skills from acting to all aspects of stage movement. *Prerequisite: enrolled in or completed ENG 131. Offered on demand.*

**ENG 234 — Theatre Production Practicum**

**1 hour credit**

This is a workshop emphasizing the practical application of the technical skills necessary to theatre production, including lighting, sound, backstage crew, and stage management. *Prerequisite: enrolled in or completed ENG 131. Offered on demand.*

**ENG 301 — Nineteenth Century Novel**

**3 hours credit**

This is a three-hour course for junior and senior level students. Students will read eight novels, as well as criticism about those novels included in the editions we will use in class. Students will write one long paper and take two tests. *Prerequisites: ENG 101, 102 or ENG 111,112 and two semesters of Literature. Fall, alternate years.*

**ENG 302 — Romantic and Victorian Poetry**

**3 hours credit**

This course will focus on the English Romantic movement from about 1785 through the Victorian Period. We will read the “Pre-Romantics” such as Burns and lesser-known Romantic poets; proceed to the high Romantics, such as Wordsworth and lesser lights such as Charlotte Smith; and on to the Victorians, such as Tennyson. Students will do research and give oral reports in addition to hearing lectures. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of Literature. Fall, alternate years.*

**ENG 303 — Twentieth Century Novel**

**3 hours credit**

The primary task in this overview of British and American writers of primarily experimental fictional prose who wrote in the modern (1900-1950) or contemporary periods will be to trace the impact and development of Modernist technique in long fiction. Emphasis will be given to Joyce, Faulkner, Hemingway, and Woolf, widely considered among the most important early practitioners of these techniques. Students will also read novels by non-white and women writers (e.g. Wright, Morrison, Momaday, Silko, Walker, etc.). Students will read eight or more novels, take two essay tests, and write one research paper. Note: the list of novels will probably vary each time the course is offered. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of Literature. Fall, alternate years.*

**ENG 304 — Twentieth Century Poetry**

**3 hours credit**

This course will focus on the poetry of the Modern period, from about 1910, when Virginia Woolf announced that human nature had changed, until the present time. It will concentrate on the earlier years of the century, however. Students will read works of the early Moderns, such as Thomas Hardy and William Butler Yeats; “The Wasteland” and other poems by T. S. Eliot; the poetry of the Imagists; selections from the works of Ezra Pound, Robert Frost, William Carlos Williams, Wallace Stevens; and selections from more recent poets. Students will do research and share their findings with the class. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of Literature. Fall, alternate years.*

**ENG 305 — Modern Drama**

**3 hours credit**

This course will consist of a broad survey of British, American, and European plays from Ibsen to the present, focusing on the movement from the realistic drama of the early modern period to the multi-dimensional theatre

of the present. Study will also include dramatic theory and staging techniques related to modern drama, as well as critical material related to the works of individual authors. Reading in the course may include earlier dramatic works as references for the study of modern and contemporary plays. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

### **ENG 310 — Literature for Youth**

**3 hours credit**

This course explores the importance of literature in the lives of young people, and in the educational process, with primary attention given to literature for children from ages four through fifteen years. Course work will include extensive reading of and about children's literature, as well as written projects and reports designed to aid students in the use of literature in the classroom. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring.*

### **ENG 311 — Technical Writing**

**3 hours credit**

Technical writing is a practical writing course for the business world. Students will write a variety of letters and reports, with most emphasis given to a major, original, problem-solving report grounded in a real-world situation. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, every four years.*

### **ENG 315 — Advanced Grammar**

**3 hours credit**

This course will focus on learning, or re-learning, the basics of grammar from parts of speech, to the sentence, to verbals, to diagramming, which will be a major part of the course. This course will assume that students will teach grammar and will include discussion on techniques of teaching, analyzing texts, interviews with teachers as to methods, and oral reports on techniques learned during the course. Students will be asked to do research on writing pedagogy and present their findings, and to write essay responses to chapters on language history. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall.*

### **ENG 321 — Women's Literature**

**3 hours credit**

In considering the influence of women in literary history and contemporary literature, the readings in this course will focus primarily on women novelists and prose writers from the seventeenth century to the present but may include the work of influential women writers from earlier periods. Attention may also be given to female poets and dramatists. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall, every four years.*

### **ENG 401 — Old and Middle English Literature**

**3 hours credit**

Focusing on "English" literature from approximately 450 to about 1450, this course will introduce the basics of Anglo-Saxon language through to the Middle English language of Chaucer. We will read "Beowulf," translating sections to get an idea of the language of the time. We will also read Anglo-Saxon riddles, other Anglo-Saxon pieces such as "Cynewulf and Cyneheard," the Venerable Bede and portions of "The Anglo-Saxon Chronicle." Readings will conclude with medieval lyrics and "The Canterbury Tales" in the original Middle English and in translation. Students will be asked to give oral interpretations in Old and Middle English, as well as to write a research paper. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

### **ENG 402 — Shakespeare**

**3 hours credit**

This course will comprise a study of 7-10 of Shakespeare's major plays, including tragedies, comedies, and histories. Consideration will also be given to critical material related to the study of Shakespeare, as well as to the history of the period and the staging of Renaissance drama. The plays read will vary each time the course is offered. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall, alternate years.*

**ENG 403 — Myth and Ancient Literature****3 hours credit**

This course considers the influence of myth on the literature of the Western tradition through a broad study of ancient literatures that includes Greek, Roman, Celtic, and Norse drama and/or epic. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall, alternate years.*

**ENG 404 — Restoration and Eighteenth-century English Literature****3 hours credit**

This course will focus on the prose, poetry, and drama composed by English writers after 1660 and before 1780. Emphasis will be given to Dryden, Pope, and Swift. Restoration comedy and the emergence and development of the novel will also be stressed by studying three representative works of each genre. The conservative (Royalist/Tory) view will be stressed more than the Parliamentary/Whig view, giving way to the canon in that respect, but some attention will be paid to the role of women in the creation of post-Commonwealth English drama, reflecting the expansion of the canon in recent years. Extensive additional background materials will also be assigned. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, every four years.*

**ENG 405 — Major Authors****3 hours credit**

This course provides an in-depth study of the works of major authors whose writings have influenced the course of literary and cultural history. Course content will be narrowly focused and the specific authors studied will vary each time the course is offered. Possible topics include: Hemingway, Faulkner, and Fitzgerald; Whitman; Conrad and Lawrence, Chaucer; the Brontes, Austen, and Woolf. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall, alternate years.*

**ENG 411 — Linguistics****3 hours credit**

An exploration of language from a societal and a personal perspective, this course is designed to make students aware of the nature and importance of language in life and in learning. In order to make the student aware of language as a field of study, to show the basic assumptions and methods of linguistics, and to introduce the terminology and scholarship in the field, course material will focus on the theory and the pragmatics of language study and analysis. Course work will include written and oral projects, as well as field study. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

**ENG 412 — Creative Writing: Prose****3 hours credit**

This course is structured as a workshop in the writing of fiction and other prose forms, encouraging the free exchange of ideas and the market strategies necessary to a successful career as a writer. Students will produce prose writings in a variety of forms for peer and faculty evaluation, and will be encouraged to work toward publication. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Fall, alternate years.*

**ENG 413 — Creative Writing: Poetry****3 hours credit**

This course will focus on the reading, study, and creation of poetry. Students will be asked to read and imitate poems, and to create wholly original poems and share them with the class. Students will also do research into the methods of successful poets. There will be a workshop element to this class so that all efforts are shared and discussed. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

**ENG 421 — Nature Literature****3 hours credit**

This course surveys primarily North American writing about human interaction with the natural world. Participants will focus on individual writers and the paradigms they constructed or adopted in trying to understand and foster this interaction. These paradigms will be contrasted with the dominant modes of human interaction with nature in the author's period. Henry Thoreau, John Muir, Mary Austin, Aldo Leopold, Rachel Carson, Barry Lopez, Gary Snyder, and other writers will be our focus. Students will take two tests, write a research paper, and report on one related secondary monograph of the instructor's choice. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

**ENG 422 — Southern Literature****3 hours credit**

This course explores the nature of Southern literature. Students will read works by Faulkner, Carson McCullers, Earnest Gaines, Ralph Ellison, Eudora Welty, and/or other selected dramas and essays to hopefully determine what Southern literature is, if indeed it is a separate genre at all. Students will do research and share their findings with the class. *Prerequisites: ENG 101, 102 or ENG 111, 112 and two semesters of literature. Spring, every four years.*

**ENG 423 — Introduction to Film****3 hours credit**

This course will look at a variety of landmark films and the critical debates they have spawned. The films presented represent an historical overview of the evolution of this art form. Students will watch films in class and read theoretical works about the films for discussion. Students will also take two exams and write one theoretical research paper about a film. *Prerequisites: ENG 101, 102 or ENG 111, 112 and at least one semester of literature. Spring, alternate years.*

**ENG 424 — Special Topics****3 hours credit**

Special topics in the field will be taught as interest among the students and availability of faculty allow. Possible topics include Native American literature, mystery and detective fiction, science fiction, gothic literature, the short story. These courses may be substituted for comparable courses in the English program with the permission of the instructor and the student's mentor. *Prerequisites: ENG 101, 102 or ENG 111, 112 and two semesters of literature. Offered on demand.*

**ENG 425 — Senior Thesis****3 hours credit**

In the final semester of the senior year, each English major will, in consultation with a mentor chosen from among the senior English faculty, complete a major research and writing project on the work of a particular author. The topic will be chosen according to the student's major interest and field of study, with the project supervised by a mentor in the same or a related field of study. *Prerequisite: Senior status, English major. Offered on demand.*

**FOREIGN LANGUAGE**

Students who have had two years or more of a foreign language in high school with a passing grade may not take the elementary course in that language for credit. They may audit the elementary course if they choose. Normally, students with two high school units in a foreign language begin with the intermediate course in that language or the elementary course in a different language.

**FLG 121, 122 — Elementary Spanish****3 hours credit each**

Elements of grammar, pronunciation, reading, and writing, with emphasis on the use of practical Spanish will be studied. The second semester will place greater stress upon writing. *FLG 121 Fall, FLG 122 Spring.*

**FLG 221, 222 — Intermediate Spanish****3 hours credit each**

This is a continuation of the study of Spanish grammar with composition, reading, conversation, and simple oral reports. *Prerequisites: FLG 121, 122 or the equivalent. FLG 221 Fall, FLG 222 Spring.*

**FRESHMAN SEMINAR****FSM100 — Freshman Seminar****1 hour credit**

This course is required of all first-year students and provides a foundation for college-level work. In this class students learn about goal-setting strategies, time management, study skills, note-taking, academic honesty, test-taking, library skills, the college catalog, career choices, personal relationships, money management, and issues related to drug and alcohol abuse. *Fall.*



## **GEOGRAPHY – see History**

## **HEALTH – see Physical Education**

## **HISTORY**

### **HIS 104, 105 — Western World Culture** **1 to 3 hours credit each**

This course provides the student with insights into the history, organization, and activities of the European community. This course is a study tour of Europe. Prerequisite: permission of the faculty. *Offered on demand.*

### **HIS 106, 107 — North American Culture** **1 to 3 hours credit each**

The student is provided with insights into the history, organization, and activities of the North American community. This course is a study tour of North America. *Prerequisite: permission of the faculty. Offered on demand.*

### **HIS 111, 112 — History of Civilization** **3 hours credit each**

This course is a survey of cultural, economic, political, religious, and social developments in world history, with an emphasis on the West. HIS 111 concentrates on antiquity to 1600. HIS 112 covers the period from 1600 to the present. *HIS 111 Fall, HIS 112, Spring.*

### **HIS 201, 202 — History of the United States** **3 hours credit each**

This is a survey of cultural, political, social, and economic developments particularly as they reflect the development of the American democratic tradition. A detailed study is made of those forces and movements which have exercised a permanent influence. HIS 201 covers the period to 1865. HIS 202 covers the period from 1865 to the present. *HIS 201 Fall, HIS 202. Spring.*

### **HIS (POL SCI) 221 — American Government** **3 hours credit**

This course is designed to trace the development of the Constitution, the democratic concept of government, and the American legal institutions from their origins to the present, and to acquaint the student with major judicial decisions which have played major roles in shaping and developing the American democratic philosophy of government. *Fall, alternate years.*

### **HIS (POL SCI) 222 — State and Local Government** **3 hours credit**

This course is designed to acquaint the student with the structure, powers, functions, politics, and relations of state government; with the federal system; with the machinery and problems of local government and city government; with mayor-council, commission, city manager, metropolitan government; with local planning, zoning, schools, police and fire departments, municipal courts, and finance and administrative problems. *Spring, alternate years.*

### **HIS 241 — World Geography** **3 hours credit**

A general survey of the political, social, and ecological systems of the world, this course is concerned with the complexity and diversity of world peoples and cultures. *Fall, alternate years.*

### **HIS 300 — Historiography and Historical Method** **3 hours credit**

This course is an introduction to the techniques of historical methodology, and to some of the major literature. *Prerequisite: HIS 111-112 or HIS 201-202. Spring odd years.*

### **HIS 320 – Ancient Greece and Rome** **3 hours credit**

A survey of Greek civilization through the Hellenistic Age, and a treatment of Roman civilization to the fifth century A.D, with emphasis on literature, art, philosophy, political institutions, and political developments. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 322 — Medieval Europe, 476 -1300****3 hours credit**

A history of political, social, intellectual, and religious developments in Europe from the collapse of the Roman Empire to the beginning of the Italian Renaissance, with an emphasis on the role of the Church in the shaping of medieval culture. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 324 — Renaissance and Reformation****3 hours credit**

A history of Europe from the beginning of Renaissance to the end of the Thirty Years' War, with emphasis on the decline of medieval institutions, the growth of humanism, the Protestant and Catholic Reformations, and the wars of religion. *Prerequisite: HIS 111, 112. Fall, odd years.*

**HIS 330 — Europe During Absolutism and Revolution, 1648 -1848****3 hours credit**

A study of the major events and developments in Europe from 1648 to 1848, with particular emphasis on the centralization of government, the scientific revolution, the French Revolution, the Age of Napoleon, the rise of nationalism, and the revolutions of 1848. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 336 — Europe Since 1848****3 hours credit**

This course examines the major developments in Europe from 1848 to the present, with emphasis on industrialization, nationalism and World War I, the rise of totalitarianism and World War II, the Cold War, and European Union. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 340 – Tennessee History****3 hours credit**

This course examines the unique geography, history, literature, folklore, and culture of Tennessee from the colonial period in the eighteenth century until the present. *Prerequisite: HIS 201, 202. Spring, even years.*

**HIS 342 — Colonial, Revolutionary, and Early National America, 1607-1800****3 hours credit**

A study of the formation of European colonies in North America, the British ascendancy, the emergence of sentiment for independence, the Revolutionary War, the Articles of Confederation, the Constitution, and the role of the Federalists. *Prerequisite: HIS 201, 202. Offered on sufficient demand.*

**HIS 350 — Jeffersonian and Jacksonian America, 1800 -1848****3 hours credit**

This course is a study of the political, social, and intellectual developments in the United States from the rise of Jeffersonian Democracy in the Revolution of 1800, to the War of 1812 and the Era of Good Feelings, to the rise of Andrew Jackson and Jacksonian Democracy, with an emphasis on growing sectional debate and westward expansion. *Prerequisite: HIS 201, 202. Spring, even years.*

**HIS 354 — Antebellum America, Civil War, and Reconstruction, 1848-1877****3 hours credit**

A study of social, economic, and political development of American society from the antebellum era through Reconstruction, emphasizing those features that led to the Civil War, the impact of the war on northern and southern society, and the political and social impact of Reconstruction. *Prerequisite: HIS 201, 202. Offered on sufficient demand.*

**HIS 360 — American Gilded Age and Age of Reform, 1877-1940****3 hours credit**

A study of the rise of big business and industry, the settlement of the Great Plains and the agrarian revolt, the age of reform, World War I, and the Great Depression and the New Deal. *Prerequisite: HIS 201, 202. Offered on sufficient demand.*

**HIS 370 — The United State Since 1940****3 hours credit**

A study of the progress of the United States since 1940, with emphasis on the impact of World War II, the Cold War, the Vietnam War, and the War in Iraqi on American society, as well as an understanding of various movements of social change, such as civil rights, student protests, and the women's movement. *Prerequisite: HIS 201, 202. Offered on sufficient demand.*

**HIS 402 — History of Africa****3 hours credit**

Students will examine the history of sub-Saharan Africa from prehistoric times to the present. Special emphasis will be placed upon the themes of Islam in Africa, African slavery and the slave trade, the colonial period, the South African experience, and modern culture and society in sub-Saharan Africa. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 408 — History of the Far East****3 hours credit**

This course is a survey of Asian history from ancient times to the present with an emphasis on China, India, and Japan, with emphasis on dynastic change, imperial growth, nationalism, and cultural resiliency. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 412 — History of the Middle East****3 hours credit**

A history of Middle East from prehistory to the present, with special emphasis upon the region's religious, economic, and political influence upon world history. *Prerequisite: HIS 111, 112. Offered on sufficient demand.*

**HIS 422 — History of the South****3 hours credit**

This course is a study of the political, economic, and social developments of the region, looking toward an understanding of present conditions and problems of the South and the impact the region had upon the development of nation as a whole. *Prerequisite: HIS 201, 202. Offered on sufficient demand.*

**HIS 425 — American Westward Movement****3 hours credit**

A study of the relation of westward movement to the development of the United States with a focus on the problems of the frontier and the influence of the frontier on American institutions. Specific subjects include Native America, colonial frontier, Trans-Appalachian and Trans-Mississippi West, exploration, fur trade, Hispano-Indian-white relations, western expansion, mining frontier, cattle frontier, military conquest of the Plains, violence, reservation life, farming frontier, and myth vs. reality. *Prerequisite: HIS 201-202. Fall, even years.*

**HIS 432 — Diplomatic History of the United States****3 hours credit**

A study of the United States diplomatic relations with foreign nations since 1778, with special emphasis on how the relationship between domestic and foreign concerns led the United States to become involved in territorial and commercial expansion, international wars, and revolutions around the world. *Prerequisite: HIS 201-202. Offered on sufficient demand.*

**HIS 435 — Social and Cultural History of the United States****3 hours credit**

This course is an intellectual history which focuses upon the social and cultural forces that shaped the development of the American character. *Prerequisite: HIS 201-202. Spring, odd years.*

**HIS 437 — America and the Vietnam Conflict****3 hours credit**

An analysis and assessment of America's involvement in and conduct of the Vietnam Conflict and the impact of the conflict upon American society with the goal of providing an understanding of our principal ally (South Vietnam) and our principal enemy (North Vietnam). *Prerequisite: HIS 201-202. Offered on sufficient demand.*

**HIS (REL) 440 — Religion in America****3 hours credit**

A survey of the American religious experience from the colonial period to the present that focuses upon the various historic forms of Christianity and emphasizes the role of religion in American social, cultural, intellectual, and political development. *Prerequisite: HIS 201-202 or by permission of the instructor. Fall, even years.*

**HIS 450 — History of Islam****3 hours credit**

This intensive course focuses upon the development and spread of Islam, the rise and fall of the Islamic Empire, Islam under colonial rule and the rise of nationalism, and the development of Islamic fundamentalism. *Prerequisite: HIS 111-112. Offered on sufficient demand.*

**HIS 460 — Colonialism and the Post-Colonial World****3 hours credit**

This course is a study of European colonialism in Central and South America, Asia, and Africa that focuses upon the impact of Western intrusion upon indigenous societies and considers the global consequences of post-colonial developments. *Prerequisite: HIS 111-112. Offered on sufficient demand.*

**HIS 465 — History of Revolution in the Modern World****3 hours credit**

An analysis of revolution as a transforming force in the modern world beginning with the English Civil War and “Glorious Revolution” of the seventeenth century through the American, French, Latin American, and Russian revolutions. *Prerequisite: HIS 111-112. Offered on sufficient demand.*

**HIS 480 — Readings in History****3 hours credit**

Designed for the advanced student who desires to pursue individual research in a specific phase of history. Open only to upper division students. *Prerequisite: Permission of instructor. Offered on sufficient demand.*

**HIS 499 — Special Topics in History****3 hours credit**

A study of one or more carefully selected historical topics. *Prerequisite: Permission of instructor. Offered on sufficient demand.*

**HUMANITIES****HUM 200 — Introduction to French Language and Culture****3 hours credit**

An extensive integrated program of international study that seeks to provide opportunity for acquisition of linguistic skills and cultural immersion. The program is designed to equip students to function in a global context with deeper perception and appreciation for multi-cultural reality that is the basis of modern life and society. *Summer.*

**LIBRARY SCIENCE****LIB 205 — Library Research and Reference Skills****3 hours credit**

This course is designed to familiarize students with the resources offered by an academic library and to develop the skills needed to utilize this knowledge in the preparation of term papers, presentations and other assignments. *Fall.*

**MANAGEMENT INFORMATION SYSTEMS****MIS 114— Keyboarding****3 hours credit**

This course offers basic instruction on the electronic alpha-numeric keyboard. Students needing to operate a computer terminal will receive basic skills that will allow input of information swiftly and efficiently. Students with two or more years of high school keyboarding may not take the course for credit. *Fall.*

**MIS 116 — Introduction to Word/Information Processing****3 hours credit**

In this course, developing skills necessary for working in word processing centers or individual computers is emphasized as to the business vocabulary and language arts necessary for the improvement of business documents such as letters, memoranda, and reports. *Spring, alternate even years.*

**MIS 120 — Introduction to Computer Processing****3 hours credit**

This course is the introductory information system course. The course includes instruction in word processing, spreadsheet, databases, computer presentations, and Internet research. As society and our personal lives often require frequent computer transformations, this course attempts to explore and update its content to accommodate these changes. *Fall and Spring.*

**MIS 210 – Information Management I****3 hours credit**

This course will introduce the student to word processing and presentation software and to the data sharing capabilities of each application. Students will develop a term project in which word processing documents such as reports, memos, and tables will be merged with presentation software to provide a visual presentation. Business based case problems will be the method of instruction. This course has a required laboratory. *Prerequisite: MIS 120 or equivalent. Fall.*

**MIS 215 – Advanced Word Processing****3 hours credit**

This continuation of BUS116 Word/Information Processing emphasizes familiarization of equipment and applications in business operations. The focus is on formatting tailored for business applications with advanced applications in reports, memoranda, and letters. *Prerequisite: BUS 116. Offered on demand*

**MIS 220 – Information Management II****3 hours credit**

This course will investigate the relationship of spreadsheet and database management software with an emphasis on data sharing between applications. In addition, word processing and spreadsheet applications will be included in order to provide the student an overall understanding of the interconnectivity of current software applications and the importance of data sharing. This course has a required laboratory. *Prerequisite: MIS 120 or equivalent. Spring.*

**MIS 340 – Introduction to Programming Logic and Design****3 hours credit**

As the first class in the discipline, this class addresses the fundamentals of sound programming and explores the methodologies of program design, testing, and implementation with an emphasis on the creation of effective and efficient programs to solve business problems. This course has a required laboratory. *Prerequisites: MIS 220. Fall.*

**MIS 350 – Introduction to Program and Systems Development****3 hours credit**

This course will build on MIS340 to design and write individual programs using C++ and Visual Basic. Using business applications, students will write programs which can be combined to develop systems. An overview of systems design will be included with special emphasis on database management and data sharing. This course has a required laboratory. *Prerequisites: BUS 320, MIS 340. Spring.*

**MIS 360 – Visual Basic and Business Applications****3 hours credit**

This class is designed to build on the introduction the student received in Visual Basic macros in the MIS 210 and MIS 220 classes as well as the programming principals learned in the MIS 340 class. The student will develop business applications in Visual Basic which make use of several application software packages with which the student should be familiar. This course has a required laboratory. *Prerequisites: BUS 320, MIS 340. Spring.*

**MIS 380 – E-Commerce and Web Pages****3 hours credit**

This class is designed to introduce the student to the fundamentals of e-commerce. Java and C# will be used to develop business-based application projects which use the internet to disseminate and capture information from the World Wide Web. This course has a required laboratory. *Prerequisite: BUS 320. Co-requisite: BUS 306. Spring.*

**MIS 410 – Information Systems Applications****3 hours credit**

This course will provide the student a thorough understanding of the movement of data within an organization. The student will be assigned business based case problems which require use of all software applications (word processing, spreadsheets, database management, presentation, communication, and web page) in order to develop an integrated information system. This course has a required laboratory. *Prerequisite: MIS 360, MIS 380, BUS 310. Fall.*

**MIS 420 – Operating Systems Analysis and Administration****3 hours credit**

This course will provide the student a comprehensive view of operating systems concepts including theoretical

principals and practical implementations. Networked file systems, installation and administration of operating systems and networks, as well as backup and system redundancy will be discussed. This course has a required laboratory. *Prerequisite: MIS 350. Fall.*

**MIS 430 – Networks and Distributed Data Processing** **3 hours credit**

This course will offer the student implementation-oriented experience in implementing networks and in supporting distributed data processing. This course is intended to provide real life case problems for which the students can design and implement distributed systems in which data transmission is seamless from the PC to the net. This course has a required laboratory. *Prerequisites: MIS 350. Spring.*

**MIS 440 – System Analysis and Design** **3 hours credit**

This course will give the student a comprehensive understanding of the principals and practices of designing, implementing, and managing large business systems. Both computerized and traditional systems will be examined. This course has a required laboratory. *Prerequisites: MIS 350. Spring.*

**MIS 450 – Database Development and Administration** **3 hours credit**

This course is designed as an intensive database management course in which the student will design and develop a database system and use it in conjunction with other software application packages to produce information in a business oriented setting. *Co-requisite: MIS 420. Fall.*

**MIS 460 – Practicum** **3 hours credit**

An on-site experience in business, industry, or other appropriate setting that is jointly supervised by the college and institutional personnel. *Prerequisites: Senior status and permission of the Program Coordinator.*

## **MATHEMATICS**

**MAT 099— Developmental Mathematics** **3 hours institutional credit**

This is a one-semester developmental course which includes a study of whole numbers, fractions, decimals, percents, ratio and proportion, units of measure, geometry, basic statistics, and an introduction to algebra. *Fall.*

**MAT 100 — Elementary Algebra** **3 hours institutional credit**

This is a one-semester developmental course designed especially for those students with less than one year of high school algebra. This course consists of the traditional topics in a beginning algebra course. Students may use this course as a preparatory course for entrance into Mathematics 111. This course is not open to students with one or more years of high school algebra and does not meet the mathematics requirement for graduation. *Fall.*

**MAT 111,112 — Introductory College Mathematics** **3 hours credit each**

This is a two-semester course which includes the study of many of the topics in intermediate algebra. The first semester includes a study of properties of real numbers, sets, exponents and roots, linear equations and inequalities, the Cartesian Coordinate System, systems of linear equations, polynomial functions, graphing, Cramer's Rule, and factoring. The second semester includes the study of rational expressions and equations, complex numbers, Quadratic equations and inequalities, the conic sections, exponential and logarithmic functions, arithmetic and geometric sequences. Emphasis is placed on problem-solving skills necessary for entrance into college algebra. *Prerequisite: One year of high school algebra and one year of geometry or satisfactory completion of MAT 100, MA T111 or permission of the faculty is a prerequisite for MAT 112. Fall and Spring.*

**MAT 131 — College Algebra** **3 hours credit**

This course includes the study of functions and their graphs, linear equations and inequalities, linear curve fitting, mathematical modeling applied to functions, polynomial and rational functions, exponential and logarithmic functions, and arithmetic and geometric sequences. The graphing calculator is required and is used extensively in this course. *Prerequisite: Two years of high school algebra and one year of geometry, or satisfactory completion of Math 112. Fall and Spring.*

**MAT 141 — Precalculus****5 hours credit**

This is an integrated course in college algebra and trigonometry designed to provide an adequate background for an intensive study of analytic geometry and calculus. Topics include the system of real numbers; algebraic, exponential logarithmic, and trigonometric functions; complex numbers; theory of equations, sequences, matrices, and determinants; and other selected topics. The use of a graphing calculator is required in this course. *Prerequisites: Two years of high school algebra and one year of geometry or the satisfactory completion of Math 131. Fall.*

**MAT 142, 241, 242 — Analytic Geometry and Calculus****5 hours credit each**

This is a three-semester sequence of integrated analytic geometry and differential and integral calculus. Topics covered in the first semester include basic concepts and the limit, the derivative and its applications, the conic sections, and the integral. The second semester will include exponential, logarithmic, inverse trigonometric, and hyperbolic functions, techniques of integration, L'Hospital's Rule, improper integrals, Taylor's formula, sequences, and infinite series. The third semester will include partial derivatives, multiple integration, line integrals, polar coordinates, vectors, and analytic geometry of three-dimensional space. *Prerequisites: MAT 141 or consent of the instructor. MAT 142 Spring, MAT 241 Fall, MAT 242 Spring.*

**MAT 211 — Math Concepts****3 hours credit**

This is a liberal arts math course. Topics include fundamentals of problem solving, sets, symbolic logic, introductory probability and statistics, the number systems, informal geometry, linear and quadratic equations, the metric system, graphing techniques, and consumer mathematics. Basic graphing calculator functions are considered. *Prerequisite: MAT 112. Fall.*

**MAT 213 — Mathematics for Management and Social Science****3 hours credit**

This course applies mathematical skills and concepts to areas that are relevant to management and social sciences. Topics include curve fitting, mathematical modeling, linear programming, matrices, exponential and logarithmic functions, mathematics of finance, and an intuitive approach to the derivative and its applications. The use of a graphing calculator is required in this course. *Prerequisite: MAT 131. Spring.*

**MAT 251 — Statistics****3 hours credit**

This course includes descriptive statistics, probability, and statistical inference with mean, standard deviation, variances, ANOVA, regression and correlation analysis, chi-square, T-test, and nonparametrics. *Prerequisite: MAT 131 and MIS 120. Fall and Spring.*

**MUSIC****THEORY AND LITERATURE****MUS 101, 102 — Music Theory****3 hours credit each**

This basic theory of music of Western civilization is a general survey of theory from the Middle Ages to the Twentieth Century. Special emphasis is placed on eighteenth-century harmony, from the use of the triad to the dominant seventh chord. Part writing and keyboard exercises are included. Students are required to take the parallel laboratory course MUS 103-104 concurrently. Required for all Church Music Majors; others must have permission of the instructor. *MUS 101 Fall, MUS 102 Spring.*

**MUS 103, 104 — Music Theory Lab I****0 hours credit each**

The development of aural and oral musicianship skills, including ear training, dictation, and sight singing. Must be taken concurrently with specific parallel theory courses for which they function as required labs. Two class hours per week. *MUS 102 Fall, MUS 104 Spring.*

**MUS 201, 202 — Advanced Music Theory** **3 hours credit each**

A continuation of Music Theory 101-102. Emphasizes seventh chords, altered chords, and modulation. Concentrated study in nineteenth and twentieth-century composition techniques form the basis of MUS 202. Students are required to take the parallel laboratory course MUS 203-204 concurrently. *Prerequisites: MUS 101, 102. MUS 201 Fall, MUS 202 Spring.*

**MUS 203, 204 — Music Theory Lab II** **0 hours credit each**

A continuation of 103-104, this must be taken concurrently with specific parallel theory courses for which they function as required labs. *Two class hours per week.*

**MUS 231 — Music in Western Civilization** **3 hours credit**

This survey of music and its place and function in the history of western tradition from antiquity to the present is open to all students and serves as one of two music courses that fulfill the core curriculum requirement in the fine arts. It is recommended for students majoring in the liberal arts, in the humanities, or in history who have a particular interest in music. *Fall and Spring.*

**MUS 235 — History of Jazz and Blues** **3 hours credit**

This course is a study of two art forms that are uniquely American in their origin and development. The course will begin with the beginnings of jazz and blues from the late nineteenth-early twentieth century, and will trace the development of these forms and their influence on other forms of American music during the past one hundred plus years. Fulfills core curriculum requirements in the fine arts. *Fall and Spring.*

**MUS 302 — Hymnology** **3 hours credit**

This study of the development of the art of hymn writing from the days of the early church to the present; focuses on the discussion and identification of major hymn tunes. *Prerequisites: Junior standing and MUS 231 or 241, or permission of the instructor. Fall, odd-numbered years.*

**MUS 304 — Conducting** **3 hours credit**

This is a study of basic beat patterns and their application to standard choral repertoire. As part of the course, the student conducts at least one number in the Spring Concert of the Concert Choir. *Prerequisites: Church Music Major and junior standing, MUS 232 or 241 or permission of the instructor. Spring, even-numbered years.*

**MUS 310 — Music for Youth** **1 hour credit**

For students majoring in church vocations, childhood learning, or a related field, this course includes fundamentals of music, major approaches used in teaching music, music reading, singing skills, using simple instruments, and developing and implementing music lesson plans for the elementary grades. *Prerequisite: Junior standing. Fall and Spring.*

**MUS 311— Music and Film** **3 hours credit**

A detailed and historical study of the use of music in film, this course focuses on the major films with a detailed analysis and discussion of the way music is used in each film. The films will be diverse and cover all periods in the development of film, from the silent screen days to the present. Additionally, the course will deal with the major composers for film and the influence that they have had on the development of movie scores. *Prerequisites: MUS 231, and Junior classification. Offered on demand.*

**MUS 404 — Survey of Music History** **3 hours credit**

This one-term survey of the history of Western music focuses on the development of various musical styles, concentrating on major musical works of each period. *Prerequisite: MUS 231 and junior classification. Offered on demand.*



**MUS 405 — Choral Literature****3 hours credit**

This historical study of choral literature focuses especially upon major choral works from each period of music history. *Prerequisites: Church Music Major and Junior classification. Fall, even-numbered years.*

**MUS 421, 422 — Practicum****3 hours credit each**

This on-site experience in a local church or church-related institution is jointly supervised by the college and congregational or institutional personnel. *Prerequisites: Senior status and permission of the faculty. Spring term of Senior year.*

**MUS 499 — Selected Topics and Readings in Music****1 to 3 hours credit**

This course includes selected topics and readings that are related to the student's area of study. Permission of the faculty and Vice President for Academic Affairs is required before registration. *Prerequisite: Senior classification. Offered on demand.*

**PERFORMANCE / MUSIC ENSEMBLES****MUS 141 — College Choir****1 hour credit**

Composed of men and women, this group travels to churches throughout middle Tennessee and northern Alabama; prepared two major concerts — one each term — and also tours in the spring. *Prerequisite: Audition. May be repeated for a maximum of eight times for credit. Fall and Spring.*

**MUS 181 — Chamber Choir****1 hour credit**

Composed of a select group from the College Choir, this group will likewise perform in churches throughout middle Tennessee and northern Alabama and will sing in many cases a different repertory from that of the College Choir. *Prerequisite: Audition. May be repeated for a maximum of eight times for credit. Fall and Spring.*

**MUS 191 — Richland Creek****1 hour credit**

Composed of instrumentalists and vocalists, this will be a group that performs popular music for all types of events at Martin Methodist College. *Prerequisite: Audition. May be repeated for a maximum of eight time for credit. Fall and Spring.*

**PERFORMANCE / APPLIED MUSIC****MUS 121 — Guitar Elective      1 hour credit (can be repeated)****MUS 151 — Piano Elective      1 hour credit (can be repeated)****MUS 161 — Organ Elective      1 hour credit (can be repeated)****MUS 171 — Voice Elective      1 hour credit (can be repeated)**

Elective courses involve one-half hour of private instruction and a minimum of five hours of practice each week. These courses may serve either as an elective for any student at Martin Methodist, or as a secondary instrument in the Church Vocations-Church Music Emphasis degree program. This is an additional fee for this course. *Prerequisite: Consent of the instructor.* The course may be repeated for a maximum of eight times for credit.

**MUS 221 — Guitar Major      2 hours credit (can be repeated)****MUS 251 — Piano Major      2 hours credit (can be repeated)****MUS 261 — Organ Major      2 hours credit (can be repeated)****MUS 271 — Voice Major      2 hours credit (can be repeated)**

Major courses involve one hour of private instruction and a minimum of ten hours of practice each week. These courses may serve either as an elective for any student at Martin Methodist, or as a primary instrument in the Church Vocations-Church Music Emphasis degree program. This is an additional fee for this course. *Prerequisite: Consent of the instructor.* The course may be repeated for a maximum of eight times for credit.

## **NURSING**

### **NUR 300 — Foundations of Professional Nursing**

**5 hours credit**

Introduces the student to the role of the professional nurse. Emphasis will be on nursing process, therapeutic communication, therapeutic interventions, and selected practice skills required in the care of clients of culturally diverse populations across the lifespan. Theoretical foundations related to the role of the professional nurse will be explored. *Co-requisites: NUR 301, 302, 303, 305. Fall.*

### **NUR 301 — Pharmacology**

**3 hours credit**

Principles of basic pharmacology will be presented, including drug classifications, pathophysiologic basis for drug therapy, special considerations for drug administration, and arithmetic dosages and calculations. Responsibilities of the professional nurse in medication administration will be emphasized. *Co-requisites: NUR 300, 302, 303, 305. Fall.*

### **NUR 302 — Health Assessment**

**3 hours credit**

Health history taking and health assessment of culturally diverse clients across the lifespan will be introduced. The role of the professional nurse will be promulgated in identifying and communicating normal findings and common deviations from health. Communication and psychomotor skills will be developed in the nursing skills learning laboratory. *Co-requisites: NUR 300, 301, 303, 305. Fall.*

### **NUR 303 — Pathophysiology**

**3 hours credit**

This course will provide an in depth study of the pathophysiology associated with diseases common to culturally diverse clients across the lifespan. The concepts and application of anatomy and physiology will be utilized. *Co-requisites: NUR 300, 301, 302, 305. Fall.*

### **NUR 305 — Professional Role Development**

**2 hours credit**

Provides the student with an introduction to the nursing profession. Content will include nursing theories, legal issues, and the healthcare environment. Emphasis will be placed on the American Psychological Association (APA) format of writing. *Co-requisites: NUR 300, 301, 302, 303. Fall.*

### **NUR 310 — Mental Health**

**5 hours credit**

The nursing process will be utilized for promotion, maintenance, and restoration of the mental health of culturally diverse populations across the lifespan. Emphasis will be placed on therapeutic communication and intervention in a variety of settings. *Prerequisites: NUR 300, 301, 302, 303, 305, Co-requisites: NUR 311, 312. Spring.*

### **NUR 311 — Maternal/Newborn**

**5 hours credit**

The nursing process will provide the framework for promotion, maintenance, and restoration of health for well and high-risk clients of culturally diverse populations during the complete childbirth experience. Emphasis will be placed on communication and therapeutic interventions during the prenatal, intrapartal, postpartum, and neonatal periods. *Prerequisites: NUR 300, 301, 302, 303, 305, Co-requisites: NUR 310, 312. Spring.*

### **NUR 312 — Adult Health I**

**5 hours credit**

The nursing process will be utilized to promulgate the promotion, maintenance, and restoration of health for young, middle, and older adult clients of culturally diverse populations. Emphasis will be placed on acute and chronic disease processes, and therapeutic interventions involved in the care of the adult client. *Prerequisites: NUR 300, 301, 302, 303, 305, Co-requisites: NUR 310, 311. Spring.*

### **NUR 320 — Adult Health II**

**5 hours credit**

Utilization of the nursing process will provide the framework for promotion, maintenance, and restoration of health for culturally diverse young, middle, and older age adults. Emphasis will be placed on complex acute and chronic disease processes, as well as therapeutic communications and interventions. *Prerequisites: NUR 310, 311, 312. Summer.*

**NUR 330 — Death and Dying****3 hours credit**

An exploration of attitudes and thinking regarding death and dying from historical, cultural, philosophical, and scientific perspectives will be conducted. Emphasis will be placed on intimate reactions and beliefs concerning death and ways to identify positive coping resources. *Elective for summer. Open to all college students.*

**NUR 331 – Basic Arrhythmia Interpretations****3 hours credit**

Interpretation of basic cardiac arrhythmias will be presented with recognition of the key points of the arrhythmia. Exploration of the physiological consequences and signs and symptoms of each arrhythmia, along with clinical management will be explored. *Elective for summer. Open to all college students.*

**NUR 332 — Spirituality in Nursing****3 hours credit**

An investigation into the role of the professional nurse in providing spiritual care to a culturally diverse population will be initiated. The course will include an exploration of Christian values as they relate to the role of the professional nurse. *Elective for summer.*

**NUR 333 — Cultural Diversity in Nursing****3 hours credit**

This course will identify appropriate nursing care for culturally diverse populations. Sensitivity to and respect for cultural diversity will be emphasized. *Elective for summer.*

**NURS 400 — Pediatric Nursing****5 hours credit**

Nursing care of families with infants, young children, and adolescents will be explored. Emphasis is on health promotion, maintenance, and restoration as well as disease prevention. Acute, chronic, developmental, and psychosocial disorders common to children will be discussed and analyzed. Opportunities for clinical practice will be scheduled in healthcare agencies, schools, and community organizations. *Prerequisites: NUR 320, Co-requisites: NUR 401, 402, 403. Fall.*

**NURS 401 — Community Health Nursing****5 hours credit**

This course will prepare students in a generalist role for entry level practice in community health nursing. Health promotion strategies at each level of prevention will be described in a variety of settings such as public health, primary care, school health, occupational health, correctional health, and hospice. The student will develop entry level community health care nursing competencies through the application of the nursing process, community and public health principles, and evidence based practice with aggregates and populations. *Prerequisite: NUR 320, Co-requisites: NUR 400, 402, 403. Fall.*

**NURS 402 — Nursing Research****3 hours credit**

This course introduces the student to the research process. The history of nursing research, research methodologies, and the utilization of research findings for decision making in nursing practice will be explored. This course prepares students to become knowledgeable consumers of and participants in research. *Prerequisite: NUR 320, Co-requisites: NUR 400, 401, 403. Fall.*

**NURS 403 — Issues and Trends in Professional Nursing****2 hours credit**

This course explores current trends and critical issues in nursing and the health care system. Critical thinking skills will be emphasized in student-led seminars and in the development of scholarly papers. Topics will include the legal, political, economic, and accreditation forces that impact nursing and health care. Professional issues will include scope of practice, credentialing, nursing organizations, the image of nursing, and life-long learning. *Prerequisites: NUR 320, Co-requisites: NUR 400, 401, 402. Fall.*

**NURS 450 — Nursing Leadership Processes****5 hours credit**

This course will focus on the theoretical basis and processes used to provide leadership and management of care for culturally diverse clients across the lifespan. The role of the culturally competent nurse will be examined as it relates to planning, organizing, directing, and controlling resources for health care. *Prerequisites: NUR 400, 401, 402, 403, Co-requisites: NUR 451, 452. Spring.*

**NURS 451 — Senior Role Development****3 hours credit**

This senior course will emphasize critical thinking in the delivery of care across the life span to culturally diverse populations. Case studies and clinically focused questions are directed to facilitate students' refinement of the decision making process. Emphasis will also focus on enhancement of the selection of therapeutic interventions, leadership, management, and delegation of nursing activities. *Prerequisites: NUR 400, 401, 402, 403. Co-requisites: NUR 450, 452.*

**NURS 452 — Capstone****7 hours credit**

This intensive writing and clinical course examines special topics in acute and chronic care of culturally diverse clients across the lifespan. The student will study conditions of interest and demonstrate critical thinking through writing scholarly papers as well as demonstrating competency in the clinical setting. Clinical experiences will be arranged so as to provide the student with the opportunity to gain in-depth knowledge and experiences. In addition, the student will continue to develop and refine clinical reasoning, communication, intervention, and leadership skills. Emphases will be placed on the ability to work collaboratively with interdisciplinary health care teams. *Prerequisites: NUR 400, 401, 402, 403. Co-requisites: NUR 450, 451.*

**PHILOSOPHY — see Religion****PHYSICAL EDUCATION****Activity Courses****PED 101 — Conditioning Exercises****1 hour credit**

Techniques in proper exercise methods will be studied and practiced during each class period. Emphasis will be given to a study of health measures that accompany good physical training. This course is required for graduation. *Fall and Spring.*

**PED 102 — Basketball****1 hour credit**

Basic techniques, skills, and rules are emphasized. Activities include participation and the study of safety factors. *Fall and Spring.*

**PED 103 — Volleyball****1 hour credit**

Basic techniques, skills, and rules are emphasized. Activities include participation and the study of safety factors. *TBA*

**PED 104 — Recreational Activities****1 hour credit**

Emphasis is placed on recreational lifetime carry-over value. Designed to develop performance in basic skills, the course includes badminton, horseshoes, croquet, shuffleboard, and table tennis. *TBA*

**PED 106 — Tennis****1 hour credit**

Basic techniques, skills, and rules are emphasized. Activities include participation and the study of safety factors. *TBA*

**PED 107 — Golf****1 hour credit**

This course is designed to teach basic skills from tee to green. The basic mechanics of all golf swings are studied by audiovisual aids and on-the-course experience. *TBA*

**PED 108 — Racquetball****1 hour credit**

Basic techniques, skills, and rules are emphasized. Activities include participation and the study of safety factors. *TBA*

**PED 110 — Weight Training****1 hour credit**

Basic weight training skills are taught. Training safety is emphasized. *Fall and Spring.*

**PED 201 — Swimming****1 hour credit**

This course is designed to equip the non-swimmer with basic water safety skills and knowledge in order to make the individual reasonably safe while in, on, or about the water. *TBA*

**PED 202 — Intermediate Swimming****1 hour credit**

This course is designed to teach the novice swimmer stroke improvement, endurance, and complex water skills. Water safety is stressed. *Prerequisite: PED201 or permission of the instructor. TBA*

**PED 204 — Life Guard Training****2 hours credit**

With emphasis on handling emergencies and conducting water search-and-rescue operations, this course also teaches health and sanitation of pool maintenance and uses of rescue equipment. Successful completion entitles students to American Red Cross Lifeguard, CPR, and Standard First Aid Certification. *TBA*

**Physical Education and Health Courses****PED 111 — Personal and Community Health****3 hours credit**

This course is a comprehensive study in the principles and practices of personal and community health. The personal habits of an individual are studied in reference to proper health measures in human relations, science, and medicine. The community aspects of this course relate to individuals or groups of people with respect to communicable diseases, their prevention, and control. Special study is given to pollution and drugs. *Fall and Spring.*

**PED 200 — Foundations of Health, Physical Education,  
and Athletic Programs****3 hours credit**

A study of the historical background, general scope, philosophy, principles, and objectives of health and physical education as they relate to elementary and secondary physical education, athletics and other career opportunities. This course also surveys associations, conferences, and publications germane to the area. *Fall.*

**PED 211 — First Aid and Emergency Care****3 hours credit**

This course is designed as a dual approach to study safety: the study of safety measures in all areas of life and standard First Aid and emergency care of the suddenly ill or injured. *Fall.*

**PED 212 — Prevention and Care of Athletic Injuries****3 hours credit**

Study includes the theory and practice of massage, bandaging, taping, and caring for injuries. *Fall and Spring.*

**BIO 231 — Nutrition**

*See Biology*

**PED 320 — Motor Learning****3 hours credit**

This course covers basic principles and methods relating to the acquisition of motor skills. It includes basic research on motor learning and performance, including the psychological and physiological principles related to movement behavior. *Fall.*

**PED 322 — Activity Skills (Individual)****3 hours credit**

This course involves the study of basic sport skills; developmental progressions and teaching strategies for individual sports such as: badminton, golf, racquetball; and fitness assessment. *Prerequisite: PED 200. Fall.*

**PED 323 — Activity Skills (Team)****3 hours credit**

This course analyzes team sport skills and teaching techniques related to group sport activities. It covers sports such as basketball, football, softball, and volleyball. Included also are the basic principles of motor learning, injury prevention, and exercise physiology. *Prerequisite: PED 200. Spring.*

**PED 343 — Essentials of Adaptive Physical Education** **3 hours credit**

This course includes the design and implementation of adaptations to meet the needs of children, youth, and adults with disabilities. It also examines the motor needs and tolerances associated with disabling conditions. *Prerequisite: PED 200. Spring.*

**PED 345 — History of Sport & Physical Education** **3 hours credit**

This course explores the History and Philosophy in Sport and Physical Education including, Ancient Civilizations, Egypt, China, Greece and Rome. It will also explore the Spiritual World to the Secular World and the Changing Concepts of the Body from the Middle Ages, Renaissance, Reformation and The Age of Science and Enlightenment. The Theoretical and Professional Development of American Physical Education along with the Historical and Philosophical Development of Sport in America will be explored. *Prerequisite: PED 200. Spring*

**PED 401 — Exercise Physiology** **3 hours credit**

This course covers the scientific basis of exercise and athletic performance, examining the scientific basis of conditioning for athletes, non-athletes, and special populations, as to the limits of athletic or exercise performance. *Prerequisite: BIO 111 & 112, BIO 201 or 202, PED 200. Fall.*

**PED 402 — Administration of Physical Education and Sport Programs** **3 hours credit**

This course covers program development, activities scheduling, equipment purchasing, record-keeping, and understanding the maintenance of a physical education facility. This course also surveys career opportunities in health, physical education, and athletic training, including licensure and post-graduate training. *Prerequisite: PED 200. Spring.*

**PED 406 — Kinesiology/Biomechanics** **3 hours credit**

This course considers the science of human motion, emphasizing the principles of anatomy, physiology, and the mechanics of human activity. *Prerequisite: PED 200 & BIO 201 or 202. Spring.*

**PED 410 — Injury Assessment** **3 hours credit**

An introduction to the different assessment techniques used to determine what type of injury may exist. Applied learning is used to teach assessment techniques in the case of no emergency response units immediately available. *Prerequisite: PED 212. Spring.*

**PED 423 — Tests and Measurements in Physical Education** **3 hours credit**

This course includes the techniques and practices used in the measurement of body composition, cardiovascular condition, and physical skills of boys and girls at the elementary and secondary level. *Fall.*

**PED 430 — Exercise Prescription and Fitness Appraisal in the Healthy Individual** **3 hours credit**

Designed to develop competencies and practical skills used by the professional to evaluate health related components of physical fitness. General methodologies and procedures used in exercise testing, exercise prescription, risk factor identification and education for healthy individuals will be studied. *Prerequisite: PED 401. Fall.*

**PED 485 — Driver Education** **3 hours credit**

This course will focus on basic driver education and instruction and the ability to organize, plan, and conduct driver education in the secondary schools. Topics to be covered: general driver education, driver license procedure, traffic laws for local, state and federal highway systems; and the fundamentals of proper driving behavior. *Fall.*

**PED 486– Advanced Driver Education and Safety** **3 hours credit**

This course will focus on advanced driver education and basic accident prevention with analysis of driving irregularities. Personal and auto safety issues as well as federal state and local issues dealing with transportation and driver safety will be discussed. This course will also look at federal and education research in the area of transportation safety. *Prerequisite: PED 485. Spring.*

**PED 487 — General Safety and Lab****1 hour credit**

This course is designed to discuss overall safety and the history of the safety movement with an emphasis on analysis and laboratory experience.

**PED 489 — Physical Education Internship****3-6 hours credit**

In the final semester of their senior year, Students will be assigned to an approved recreation/fitness/wellness agency for a period of time, arranged with the student by the instructor and approved by the chair of the department. The student will report to the instructor periodically and will prepare a terminal written report for the instructor and the administrator of the participating recreation/fitness/wellness agency. *Prerequisite: PED 430 or Program Coordinator's Approval. Fall and Spring.*

**PHYSICAL SCIENCE****PHY 101, 102 — Physical Science****4 hours credit each**

This two-semester course deals with selected topics in the basic principles of the physical sciences. These topics should provide a more complete understanding of our physical environment. The first semester will concentrate primarily upon chemistry and physics. The second semester will emphasize geology, meteorology, and space science. Three hours lecture and three hours laboratory per week. *Prerequisite for PHY 101: MAT 101. PHY 101 Spring, PHY 102 Fall.*

**PHYSICS****PHY 241 — General Physics I****4 hours credit**

An algebra-based introduction to physics intended for science or math majors. Topics covered include mechanics, work and energy. Three hours lecture and one three-hour laboratory each week.. *Prerequisite: MAT 141. Fall, even-numbered years.*

**PHY 242 — General Physics II****4 hours credit**

A continuation of PHY 241. Topics include: electricity, magnetism and heat. Three hours lecture and one three-hour laboratory each week. *Prerequisite: MAT 141 and PHY 241. Spring, odd-numbered years.*

**POLITICAL SCIENCE****POLS (HIS) 221 — American National Government****3 hours credit**

This course is designed to trace the development of the Constitution, the democratic concept of government, the American legal institutions from their origin to the present, and to acquaint the student with major judicial decisions, which have played major roles in shaping and developing the American democratic philosophy of government.

**POLS (HIS) 222 — American State and Local Government****3 hours credit**

This course is designed to acquaint the student with the structure, powers, functions, politics and relations of state government; with the federal system: with the machinery and problems of local government and city government; with mayor-council, commission, city manager, metropolitan government, with local planning, zoning, schools, police and fire department, municipal courts, and finance and administrative problems.

**POLS 310 — Congress and the Legislative Process****3 hours credit**

A study of Congress as a political subsystem will include a review of legislative recruitment and elections, reapportionment and districting, organization and operation procedures, decision-making, lobbying, and relations with the executive and judicial branch.

**POLS 311 — The American Presidency****3 hours credit**

An examination of the roles, powers, and functions of the president will be made. Included will be nominations, elections, succession to and removal from office, relations with the legislative and judicial branches, executive privileges and foreign policy.

**POLS 312 — The American Judicial Process****3 hours credit**

An examination of the organizational structure of federal, state, and local judiciaries and their impact on our daily lives will be made. A study of the civil and criminal court processes and the role of the judges, attorneys in the legal system will be reviewed.

**POLS 314 — Comparative Politics****3 hours credit**

A comparison of various governmental arrangements, institutions, political processes, behavior and public policies in different political systems will be studied.

**POLS 315 — World Politics****3 hours credit**

The role of international organizations in the modern world will be examined. The structure and mission of the United Nations, the international Courts of Justice and the nature of power will be analyzed. Historical background for the major countries will make the approach an interdisciplinary one.

**POLS (CJ) 410 — Constitutional Law****3 hours credit**

An examination will be made of the U.S. Constitution and the Supreme Court. A study of the constraints on judicial power, rulings on civil rights and liberties will be made.

**POLS 411 — Political Theory****3 hours credit**

This course will introduce political thought and the foundation of conservatism, liberalism, socialism, communism, and fascism. A focus will be made on the basic philosophical questions of politics, power, and society.

**POLS 412 — Law and the Courts****3 hours credit**

An examination will be made of the U.S. legal process and courtroom procedures. This course is particularly designed for students interested in law school.

**POLS 417 — Municipal Governments****3 hours credit**

A study of the development and growth of urban areas in terms of land use, political and social organization will be made. The political, economic and social differences among rural, suburban, and urban areas will be investigated.

**POLS 490 — Legislative Service Learning Experience****12 hours credit**

Designed to offer credit for internship experience with the Tennessee General Assembly under the supervision of a faculty member and field supervisor. *Spring semester only. Junior or senior status required.*

**POLS 491 — Governor's Office Service Learning Experience****3 hours credit**

Designed to offer credit for internship with the Governor's office under the supervision of a faculty member and field supervisor. Spring or summer semesters only. (Junior or senior status required.)

**PSYCHOLOGY****PSY 111 — General Psychology****3 hours credit**

This is an introduction to the study of human behavior with emphasis on systems of psychology, brain and behavior, human development, consciousness (altered states, psychoactive drugs, sleep and dreaming, dissociation, hypnosis), sensation (the psychology of vision and other senses), perception (subliminal perception, extrasensory perception, spatial perception), learning (classical conditioning, operant conditioning, social-cognitive learning), gender issues, and psychological disorders. *Fall and Spring.*



**PSY 205 — Personal Leadership and Management (also listed as BUS 205) 3 hours credit**

Students are provided with in-depth analysis of the way they view themselves and their view of the external environment. The second part of the course deals with implementation of organizational business systems and processes such as total quality management, strategic management, and organizational development and management. *Fall and Spring.*

**PSY 211 — Developmental Psychology / Lifespan (Human Growth and Development) 3 hours credit**

This systematic examination of cognitive, emotional, physical and social developmental processes that occur in humans from conception to death analyzes both normal and abnormal aspects of development. *Prerequisites: PSY 111 or permission of the instructor. Fall.*

**PSY 305 — Educational Psychology (Also listed as EDU 305) 3 hours credit**

This course examines theories of learning and development as it applies to intervention, parenting and education. The study of moral, personality, language, and cognitive development, learning styles, intelligence and creativity, and cognitive and behavioral learning theories are covered.. *Prerequisites: PSY 111. Fall and Spring.*

**PSY 305 — Disorders of Childhood and Youth 3 hours credit**

This course covers the foundations of education of exceptional students, as well as programs, services, technologies, and interventions for special children. Included in the course is complete coverage of mental retardation, learning disabilities, behavior disorders, communication disorders, disorders of the sensory or physically impaired and the gifted. *Prerequisites: PSY 111. Offered on demand.*

**PSY 311 — Intervention Methods I (Also listed as SOW 311) 3 hours credit**

Counseling techniques with individuals and families are studied. *Prerequisites: PSY 111, SOC 211 or SOW 220. Fall.*

**PSY 320 — Theories of Personality 3 hours credit**

This is a thorough study of personality structure and dynamics proposed by various schools of thought. *Prerequisites: PSY111 or 211. Fall.*

**PSY 321 — Theory and Practice of Counseling 3 hours credit**

This is an overview of the major theories of counseling and a study of legal and ethical issues involved in counseling. Attention will also be directed to the development of counseling skills and the proper use of the counseling process. *Prerequisites: PSY 111. Fall.*

**PSY 331 — Psychological Statistics and Testing 3 hours credit**

This thorough coverage of psychological testing principles, applications, and issues includes coverage of basic concepts related to testing, statistics, and the use of statistics including correlation, regression, validity, reliability, test building and test administration. Different types of tests are studied in depth: intelligence, achievement, personality, aptitude, stress and anxiety. Biases and legal aspects of testing are also covered. *Prerequisites: PSY111, 211 and 305. Fall.*

**PSY 341 — Forensic Psychology 3 hours credit**

This psychosocial approach to criminality introduces the student to the practice of forensic psychology. The course will focus on production and application of psychological knowledge to the criminal justice system. Topics of study include: origins of criminal behavior, aggression, assault, homicide (including mass murder and serial murder), sexual offenses, drugs and crime, economic and public order crime, and correctional psychology. *Prerequisites: PSY 111. Offered on demand.*

**PSY 351 — Abnormal Psychology 3 hours credit**

This study of the causes and effects of abnormal behavior emphasizes diagnosis, DSM-IV classification, and treatment. Topics of study include: history of abnormality, diagnosis and classification of mental disorders,

anxiety disorders, depression, suicide, bipolar disorder, somatoform disorders, psychological factors affecting medical conditions, dissociative disorders, sexual disorders, schizophrenia and related disorders, substance-related disorders, cognitive disorders, eating disorders, impulse control disorders, personality disorders, and ethical and legal issues in abnormal psychology. *Prerequisites: PSY 111. Fall.*

**PSY 353 — Psychopharmacology (Also listed as SOW 353) 3 hours credit**

This analysis of the effects of psychoactive prescription and non-prescription drugs on human behavior presents therapeutic and recreational uses of both licit and illicit drugs. Topics of study include: introduction to psychopharmacology, the effects of medications on anxiety disorders, behavioral disorders, mood disorders, psychoses and substance-related disorders. Recreational use of psychoactive drugs and models of psychosocial treatment for substance-related disorders are also presented. *Prerequisites: PSY 111. Fall.*

**PSY 360 — Industrial and Organizational Psychology 3 hours credit**

This is a study of how psychology and business interrelate within work organizations. Particular emphasis is placed on individual roles within organizations. Topics include mental health, performance appraisal, predictors, leadership, conflict management, workplace stress, motivations and emotions, interpersonal communications, group dynamics, power and influence, organizational violence and crime, diversity, values and ethics, and organizational change. *Prerequisites: PSY 111. Spring.*

**PSY 365 — Social Psychology 3 hours credit**

This is a scientific study of how people's thoughts, feelings, and actions are affected by others. Topics include social cognition, prejudice and discrimination, the self, interpersonal attraction, interpersonal relationships, helping, aggression, attitudes, persuasion, conformity-compliance-obedience, law and order, and groups. *Prerequisites: PSY 111. Spring.*

**PSY 370 — Learning and Cognition 3 hours credit**

An introduction to learning theories and cognitive psychology. Topics include: attention, pattern recognition, knowledge representation, language, reasoning, and human intelligence. *Prerequisite: PSY 111. Fall.*

**PSY 400 — Research Methods and Advanced Statistics (Also listed as SOW 400) 3 hours credit**

Introductory course work in elementary research design, data collection, analysis and interpretation of data, statistics, and preparation of research is presented.. *Prerequisites: MAT 251, SOC 211 and PSY 111, 331. Fall.*

**PSY 401 — Advanced Counseling 3 hours credit**

This is an examination, evaluation, and application of contemporary psychotherapeutic counseling techniques. The development of differential therapeutic skills is also emphasized. An experiential framework allows direct experience with techniques inherent with each of the models. *Prerequisites: PSY 111, 320, 321. Spring.*

**PSY 410 — Intervention Methods II Group Counseling (Also listed as SOW 410) 3 hours credit**

This course is a presentation of theory and techniques for group intervention. *Prerequisites: SOC 211 and PSY 111, 311. Spring.*

**PSY 411 — History and Systems of Psychology 3 hours credit**

This course analyzes the ways in which various philosophical and scientific models of human behavior have impacted the study of human behavior. The Freudian approach, evolutionary psychology and the psychology of religion, behaviorism, gestalt psychology, and cognitive psychology will be analyzed in a manner that relates their historical impact on the field of psychology. *Prerequisites: PSY 111. Spring.*

**PSY 412 — Addictive Behavior 3 hours credit**

This overview of significant theories in addiction psychology includes issues pertaining to the practice of counseling, psychotherapy, the use of drugs, alcohol, etc. *Prerequisites PSY 111, 351. Fall.*

**PSY 415, 425 — Internship I, II (Also listed as SOW 415 and 425) 3 hours credit each**

The student is placed in an agency offering human services to provide the opportunity to integrate classroom

knowledge with practical experience. The practicum is combined with regular on-campus conferencing. The practicum setting is determined by the student's ultimate vocational aim. *Prerequisites: SOC211, PSY111, 211, 321, 351, 401, SOW 201, 220, 311. Junior status and approval of faculty.* Fall and Spring.

**PSY 424 — Physiological Psychology** **3 hours credit**

This is a study of the impact of biological and genetic factors on human behavior. Topics include brain and behavior, sensation and perception, eating and drinking behavior, hormones and sex, language and memory, sleep and dreaming, cognitive disorders, drugs and behavior, stress and abnormality. Animal behavior is depicted throughout the course to help illuminate aspects of human behavior. *Prerequisites: PSY 111.* Fall.

**PSY 430 — Senior Seminar (Social Science) (Also listed as SOW 430)** **3 hours credit**

This is a group-consensus decision-making laboratory. A laboratory approach is employed, utilizing individual skills with group tasks. Group dynamics are also emphasized. Preparation included for senior comprehensive exam. *Prerequisite: Senior status and approval of seminar professor.* Spring.

**PSY 435 — Internship III (Also listed as SOW 435)** **3 hours credit**

This is a faculty directed study. *Fall and Spring.*

**PSY 436 — Internship IV (Also listed as SOW 436)** **3 hours credit**

This is a faculty directed study. *Fall and Spring.*

**PSY 445 — Internship V (Also listed as SOW 445)** **3 hours credit**

This independent study is professor directed. *Prerequisites: PSY 111, 211, SOW 415, 425 and approval of practicum professor.* Fall and Spring.

**PSY 446 — Internship VI (Also listed as SOW 446)** **3 hours credit**

This is a faculty directed study. *Fall and Spring.*

**PSY 499 — Selected Topics and Readings in Psychology** **1-3 hours credit**

Selected topics and readings are related to the student's area of study. Permission of the faculty and of the Vice-President for Academic Affairs is required before registration. *Prerequisite: Senior Classification. Offered on demand.*

## RELIGION

**REL 101 — History and Literature of the Old Testament** **3 hours credit**

A study in the origin, development, and structure of the Old Testament is followed by a survey of the great ideas and people of its literature. Special attention is given to its relevance for understanding Christianity and the religious life of Western society. *Spring.*

**REL 102 — History and Literature of the New Testament** **3 hours credit**

A study of introductory matters related to the origin and development of the New Testament is followed by a survey of its books with special emphasis upon the life and teachings of Jesus of Nazareth and Paul, the apostle. *Fall and Spring.*

**REL 201 — World Religions** **3 hours credit**

An introductory study of the major religions of the world that acquaints the student with the beliefs, practices, and cultural expressions of each. *Spring.*

**REL 241 — Introduction to Philosophy** **3 hours credit**

This study of the nature and scope of philosophy seeks to introduce students to the major philosophical concepts from Socrates to Sartre, relating these concepts to the student's personal credo. *Fall and Spring.*

**REL 251 — Philosophy of Religion****3 hours credit**

This course considers the philosophical basis and implications of religious belief and theological formulation. Questions about the existence of God, the problem of evil, the scope of religious experience, and the nature of faith are discussed. Ideas from both ancient philosophers and modern thinkers are introduced. *Fall, even-numbered years.*

**REL 301 — The Life & Teachings of Jesus****3 hours credit**

This is an examination of the historical Jesus, his public ministry, and the early church's interpretation of his work as set forth in the synoptic gospels. Consideration is given to the lasting significance of Jesus' teachings and to the relationships among the synoptic writers. *Prerequisite: REL 102. Fall, even-numbered years.*

**REL 311 — The Johannine Literature****3 hours credit**

This is a study of the fourth gospel, the letters of John, and the Revelation of John, with special attention given to major themes shared by these documents, the cultural context in which these documents developed, and the relationship of these writings to other literature of the era. *Prerequisite: REL 102. Offered on demand.*

**REL 321 — The Life & Letters of Paul****3 hours credit**

This investigation into the book of Acts and the Pauline epistles as sources for the apostle's life and teachings emphasizes Paul's continuing influence over Christian theology today. *Prerequisite: REL 102. Offered on demand.*

**REL 325 — Introduction to Ethics****3 hours credit**

This course introduces various ethical systems and their criteria for ethical decision making. Moral conflict, implicit and explicit rules, ethical ambiguity, and areas of specific moral choice will be considered. *Prerequisite: REL 241. Fall, odd-numbered years.*

**REL 331 — The Wisdom Literature****3 hours credit**

An examination of the wisdom writings of the Old Testament along with the poetic and apocalyptic literature of the Hebrew people, this course gives attention to historical experiences of the nation of Israel and to parallel traditions in other ancient Near Eastern cultures. *Prerequisite: REL 101. Offered on demand.*

**REL 351 — Principles of Christian Education****3 hours credit**

This is a broad investigation into the field of Christian education, history, philosophy, objectives, agencies, organizations, and trends examines techniques, materials, and resources useful in the church's educational process. The role of the Bible and of interpersonal skills in the church's educational experience will be discussed. *Prerequisites: REL 101, 102. Fall, even-numbered years.*

**REL 354 — Spiritual Formation of the Educator****3 hours credit**

This course explores the "inner landscape" of the educator, with special emphasis on the religious educator. Looking at issues such as faith development, ethical integrity, personality, and individual learning style, the class will connect the educator's inner world with his/her message so that the two function in tandem, rather than in opposition to each other. The role of the community of faith in shaping that inner world will be stressed. *Fall, even numbered years*

**REL 361 — Christian Education for Children****3 hours credit**

This study of the church's educational ministry with children is designed to explore effective organization and integration into the total ministry of the local congregation. It will identify the most appropriate curriculum resources and methods for nurturing faith as children grow towards faith maturity. *Prerequisites: PSY 211. Spring, even-numbered years.*

**REL 362 — Christian Education for Youth****3 hours credit**

This study of the church's educational and formational ministry with youth is designed to explore the goals of ministry with youth, effective organization and integration into the total ministry of the local congregation. It will identify the most appropriate curriculum resources and methods for nurturing faith as youth grow towards faith maturity. *Prerequisites: PSY 211. Fall, even-numbered years.*

**REL 363 — Christian Education and the Adult Life Cycle****3 hours credit**

This study of the church's educational and formational ministry with young adults, mid-adults, and older adults is designed to explore purpose, effective organization, and integration into the total ministry of the local congregation. It will identify the most appropriate curriculum resources and methods for nurturing these adults toward faith maturity. *Prerequisites: PSY 211. Spring, odd-numbered years.*

**REL 366 — Leadership in Educational and Formational Ministries****3 hours credit**

This course explores the important role of the leader in envisioning, developing, and supporting a comprehensive system of Christian Education and Formation in the local congregation with a focus on leadership styles, the nature of authority, development of comprehensive education and formation experiences for all ages, development and support of lay leadership and teachers, strategic planning, and administration.. *Spring, odd-numbered years.*

**REL 370 — Christianity and Unbelief****3 hours credit**

A study of classical atheism examining the philosophy of such thinkers as Feurbach, Freud, Nietzsche, Russell, Sartre, and Ager. Agnosticism and the void of human religious experience will also be discussed. The religious response to atheism from several points of view will also be discussed. *Fall, even-numbered years.*

**REL 371 — Concepts of Mankind****3 hours credit**

A study of the way in which human nature has been defined through the ages from the early Greek philosophers to modern interpretations. Special emphasis on modern psychological, philosophical, and religious theory. Implications of such concepts for contemporary life. *Fall, odd-numbered years.*

**REL 372 — Social Ethics****3 hours credit**

After a brief discussion of biblical ethics and moral theory, this course will focus on selected social issues such as economic injustice, capital punishment, sexual ethics, and hunger. *Prerequisite: REL 101, REL 102, or permission of the instructor. Spring, even-numbered years.*

**REL 375 — Faith and Popular Culture****3 hours credit**

This course will look closely at popular culture where there are images of faith. Students will look at movies and television, listen to music, read fiction, view art, and examine sports to see where ideas of the divine might be evident. A discussion approach is intended to encourage theological engagement with popular culture and to stimulate "meaning-making" for the participants. *Fall, odd-numbered years.*

**REL 378 — Teaching the Bible****3 hours credit**

A study is a study of creative ways to teach the Bible, the relationship of the Bible to Christian education and formation, and the implication and importance of Bible study in developing faithful discipleship among children, youth, and adults. *Spring, even-numbered years.*

**REL 399 — Bioethics (also listed as BIO 399)****3 hours credit**

This course is designed to explore the complex ethical questions and concerns raised by the technological advancements being made in medicine, genetics, and cybernetics. The role of futuristic ethics, anticipating the bioethical issues likely to arise in the future and addressing those issues preemptively, will be considered. The importance of having a well-established ethical base from which to examine ethically questionable situations (as opposed to just "situation ethics") will be stressed. Also, the reason humans need to do bioethics in the first

place (as opposed to just letting the technology take us for a ride) will be stressed. While the class will work from a Judeo-Christian ethical perspective, other perspectives may also be considered. *Prerequisites: REL241 or permission from the instructors. Spring.*

**REL 401 — History of Christian Thought**

**3 hours credit**

This survey of Christian thought from the post-New Testament era through the present compares major theological systems which have emerged within the Christian church. Elements of theology to be considered include revelation, Christology, sin, salvation, the Holy Spirit, and ecclesiology. *Prerequisites: REL 101, 102 plus six hours of upper-division religion courses. Fall, odd-numbered years.*

**REL 410 — Christianity in Contemporary America**

**3 hours credit**

This course looks at the current state of Christian faith in North America by focusing on four approaches to religion found in contemporary culture — fundamentalism, evangelicalism, liberalism, and post-modernism. *Prerequisites: REL 101 or REL 102; upper-division status preferred. Fall, even-numbered years.*

**REL 415 — Introduction to Contemporary Christian Theology**

**3 hours credit**

This is a study of major Christian doctrines and beliefs from the points of view of three major theological paradigms. The doctrines of Revelation, Scripture, Creation, Christ, God, Trinity, Sin, and Salvation are considered from the divergent and sometimes conflicting standpoints of the orthodox, liberal, and liberationist/political perspectives. *Spring, odd-numbered years.*

**REL 421, 422 — Practicum**

**3 hours credit each**

On-site experience in a local church or church-related institution is jointly supervised by college and congregational or institutional personnel. *Prerequisites: Senior status and permission of the faculty. Offered on demand.*

**REL 431 — The United Methodist Church History & Beliefs**

**3 hours credit**

This course looks at the major historical events and theological positions of the Methodist Church from its beginning until the present, along with an overview of structure within the Methodist system. *Prerequisites: REL 101, 102. Fall, odd-numbered years.*

**REL 440 — Religion in America (also listed as HIS 440)**

**3 hours credit**

A survey of the American religious experience from the colonial period to the present that focuses upon the various historic forms of Christianity and emphasized the role of religion in American social, cultural, intellectual, and political development. *Prerequisite: HIS 201-202 or by permission of the instructor. Fall.*

**REL 450 — The Holocaust in Historical Perspective**

**3 hours credit**

This study of Nazi Germany's program of ethnic cleansing aimed particularly at Jews from 1939-1945 considers the causes of the tragedy and its subsequent implications for the worldwide Jewish community. The theological and philosophical implications of the Holocaust for both Jews and Christians will be considered, viewing this event as an expression of the age-old struggle between good and evil. The class will utilize lectures, readings, videos, and discussion to address the subject. *Fall, odd-numbered years.*

**REL 455 — Senior Seminar in Religion and Philosophy**

**3 hours credit**

Each person majoring in Religion and Philosophy (nor Christian Education or Church Vocations) will complete a major research project during the senior year, working with a mentor assigned from the religion/philosophy faculty. This project might focus on a particular philosopher's thought, on a specific issue, on an era in the history of philosophy, or on a contemporary trend in philosophical thought. The project will include an oral presentation open to the entire campus community. *Prerequisite: senior status*

**REL 499 — Selected Topics and Readings in Religion**

**1-3 hours credit**

Fourth-year students may pursue a systematic reading program, laboratory project, field study, or studio work dealing with a selected issue in the area of religion or with problems of an interdisciplinary scope. *Prerequisites: Senior status and permission of the faculty. Offered on demand.*

## **SOCIAL WORK**

### **SOW 201 — Introduction to Human Services 3 hours credit**

This orientation course studies the development of the human-services worker in society. This course includes field trips to observe various human services agencies and the responsibilities of persons employed in these settings. *Prerequisite: SOC 211. Fall.*

### **SOW 220 — Human Services Administration 3 hours credit**

This introduction to management in the Human Services field focuses on policy and procedural aspects of administration. *Prerequisite: SOC 211. Spring.*

### **SOW 311 — Intervention Methods I (Also listed as PSY 311) 3 hours credit**

This is a study of counseling techniques with individuals and families. *Prerequisites: SOW 220 and PSY 111. Fall.*

### **SOW 351 — Introduction to Gerontology 3 hours credit**

This study of aging from a physical, social, and psychological perspective includes a survey of theories and research related to special problems of aging. *Prerequisite: SOC 211. Spring.*

### **SOW 353 — Psychopharmacology (Also listed as PSY 353) 3 hours credit**

This analysis of the effects of psychoactive prescription and non-prescription drugs on human behavior presents therapeutic and recreational uses of both licit and illicit drugs. Topics of study include: introduction to psychopharmacology, the effects of medications on anxiety disorders, behavioral disorders, mood disorders, psychoses and substance-related disorders. Recreational use of psychoactive drugs and models of psychosocial treatment for substance-related disorders are also presented. *Prerequisites: PSY 111. Fall.*

### **SOW 400 — Research Methods and Advanced Statistics (Also listed as PSY 400) 3 hours credit**

This is introductory course work in elementary research design, data collection, analysis and interpretation of data, statistics, and preparation of research. *Prerequisites: MA T251, SOC 211, PSY 111, and 331. Fall.*

### **SOW 410 — Intervention Methods II / Group Counseling (Also listed as PSY 410) 3 hours credit**

This is the presentation of theory and techniques for group intervention. *Prerequisites: SO C211 and PSY 11 and 311. Spring.*

### **SOW 415, 425 — Human Service Internship I, II (Also listed as PSY 415 and 425) 3 hours credit each**

The student is placed in an agency offering human services to provide the opportunity to integrate classroom knowledge with practical experience. The practicum is combined with regular on-campus conferences. The practicum setting is determined by the student's ultimate vocational aim. *Prerequisites: SOC 211 and 311, PSY 111, 211, 321, 351, SOW 201, 220, 311, 400, 410, Senior status and approval of practicum professor. Fall and Spring.*

### **SOW 430 — Senior Seminar (Social Science) (Also listed as PSY 430) 3 hours credit**

This is a group-consensus decision-making laboratory approach utilizing individual skills with group tasks. Group dynamics are also emphasized. Preparation included for senior comprehensive exam.. *Prerequisites: Senior status and approval of seminar professor. Spring.*

### **SOW 435 — Internship III (Also listed as PSY 435) 3 hours credit**

This is a faculty directed study. *Fall and Spring.*

### **SOW 436 — Internship IV (Also listed as PSY 436) 3 hours credit**

This is a faculty directed study. *Fall and Spring.*

### **SOW 445 — Internship V (Also listed as PSY 445) 3 hours credit**

This independent study is professor-directed.. *Prerequisites: PSY 111, PS Y211, SOW 415, 425 and approval of practicum professor. Fall and Spring.*

**SOW 445 — Internship VI (Also listed as PSY 445)****3 hours credit**

This is a faculty directed study. *Fall and Spring.*

**SOW 499 — Selected Topics and Readings in Social Work****1 to 3 hours credit**

Selected topics and readings are related to the student's area of study. Permission of the faculty and of the Vice President for Academic Affairs is required before registration. *Prerequisite: Senior classification. Fall and Spring.*

**SOCIOLOGY****SOC 211 — Principles of Sociology****3 hours credit**

An introductory study of the science which attempts to describe the origin, growth, structure, and functioning of group life for a better understanding of society and social relationships, this course presents a survey of the basic ideas leading to an understanding of the existence of similarities and diversities of many societies. *Fall and Spring.*

**SOC 212 — Social Problems****3 hours credit**

This is a study of the nature, scope, and effects of the major social problems and some of the remedial and preventive measures proposed to alleviate them. Included in the course are considerations of such problems as unemployment, physical and mental handicaps of the individual, race, crime, juvenile delinquency, the aged, international relations, and problems relative to religion and education. *Prerequisite: SO C 211. Spring.*

**SOC 311 — Marriage and Family****3 hours credit**

This is a course designed to aid young people in understanding the problems of courtship, preparation for marriage, and adjustment within the family. It covers such topics as the growth and personality development of the individual in the family; economic and social aspects of the modern American family; the factors influencing changes in family structure, functions, and stability; and the role of the family in American society. *Prerequisites: SOC 211 and PSY III. Spring.*

**SOC 499 — Selected Topics and Readings in Sociology****1-3 hours credit**

Selected topics and readings are related to the student's area of study. Permission of the faculty and of the Vice President for Academic Affairs is required before registration. *Prerequisite: Senior Classification. Fall and Spring.*

**SPORT MANAGEMENT****SPM 200 — Introduction to Sport Management****3 hours credit**

This course introduces students to the sports industry, the wide range of career opportunities involving sport, and the economic impact of sports. Topical areas include a history of the profession, the need for management and organizational skills, current trends and future issues. *Fall.*

**SPM 201 — Sport Management Practicum****3 hours credit**

Supervised part-time experience at approved site for purpose of supporting and clarifying career goals in Sport Management. Each hour of credit requires 40 clock hours per semester. For Sport Management majors only. Taken the third or fourth semester in the major. Practicum assignment made by program coordinator. *Prerequisite: SPM 200. Spring.*

**SPM 311 — Theory to Practice in Sport Management****3 hours credit**

This is an overview of managerial theories and applications, including responsibilities and practices associated with broad perspectives of sport enterprise. *Prerequisite: BUS 201, 202, 221,222, SPM 200,201. Spring.*

**SPM 321 — Management of Leisure/Sports Facilities****3 hours credit**

Principles for operationalizing modern recreation and sports-related facilities as well as the development of appropriate management strategies will be studied. *Prerequisite: BUS 201, 202, 221,222, SPM 200, 201. Fall.*



**SPM 331 — Legal Aspects of Sport****3 hours credit**

This is a study of the identification and application of various areas of law to sport industry. Instruction includes discussion of constitutional law, contract law, anti-trust law, tort law, discrimination in sport, and how each impacts sport management decisions. *Prerequisite: BUS 201, 202, 221,222, SPM 200, 201. Spring.*

**SPM 350 — Current Trends and Issues in Sport Management****3 hours credit**

An investigation and analysis of current issues, problems, and trends in sport management. *Prerequisite: BUS 201, 202, 221,222, SPM 200, 201. Fall.*

**SPM 400 Finance of Sport****3 hours credit**

This course will provide students with a basic knowledge and understanding of the principles, processes and strategies related to the financial aspects of operating organizations whose mission involves the provision of sport related services and/or products. Topical areas include basic concepts of financial management and planning, budgeting approaches and strategies, and innovative and traditional revenue acquisition methods applicable to sport related organizations. *Prerequisite: BUS 201, 202, 221,222, SPM 200, 201. Fall.*

**SPM 401 — Sport Marketing****3 hours credit**

This is a study of the application of fundamental marketing concepts to the sport industry. Areas covered include marketing research, fundraising, promotions, advertising, and assessment of marketing programs specific to sport. *Prerequisite: BUS 201, 202, 221,222, SPM 200 201. Spring.*

**SPM 411 — Event Management****3 hours credit**

This is a study of the various principles involved in the promotion, organization, and management of special events. *Prerequisite: BUS 201, 202, 221,222, SPM 200, 201. Spring.*

**SPM 421 — Sport Management Internship****12 hours credit**

Upon completion of all required instructional coursework, all students will be required to complete a ninety (90) day internship. The internship will allow the student an opportunity to receive practical experience in selected athletic or sport related settings. *Prerequisite for internship will be: (1) A 2.50 or better grade point average; (2) must earn a "C" or better in all major courses; and (3) intern assignment requires approval of intern advisor. Fall and Spring.*

**SPECIAL CLASSES**

*The following special classes are offered during the summer only. While they carry college credit towards the degree, they do not substitute for any of the general core requirements.*

**ART 110 — Art Activity****1 hour credit**

A studio course designed to provide the student with exposure to basic art materials, processes and concepts related to the visual arts.

**MAT 110 — Basic Mathematics****1 hour credit**

This course addresses whole numbers, fractions, decimals, percent, ration and proportion, and signed numbers. Topics covered include vocabulary, word problems, and note-taking.

**PED 115 — Personal Health****1 hour credit**

This course includes a study of personal health problems including communicable diseases, nutrition and fitness. Topics covered include vocabulary.

**SYS 110 — Introduction to Computers****1 hour credit**

This course is a survey of information processing using computers. Major topics include word processing and spreadsheets.

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- C. Patrick Whittemore .....Professor, Religion  
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*B.S., M.B.A., Shorter College*

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 Emma Hlubb ..... Executive Assistant to the President  
 Roger W. Ireson..... Special Assistant to the President

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 Sandra Craven ..... Assistant Registrar

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#### **Academic Program**

- Sabrina Hindman..... Faculty Secretary

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 Harold Rosenbaum.....Assistant Director, Warden Memorial Library  
 Martha Kelley ..... ILL/Serials and Acquisitions Clerk

Judy Kelly ..... Cataloging Clerk  
Chris Van Doran ..... Circulation and Financial Manager

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Wayne Hobbs ..... Director  
Hugh Adams ..... Academic Counselor  
Kim Hammond ..... Academic Counselor  
Joy Lewter ..... Administrative Assistant

## **Athletics**

### **Administration**

Jeff Bain ..... Director of Athletics and Director of Special Programs  
Royce S. Hughes ..... Senior Women's Athletic Administrator  
Chris Megginson ..... Sports Information Director

### **Coaching Staff**

Gerry Cleary ..... Head Coach, Women's Soccer  
Paschal Dunne ..... Head Coach, Men's Soccer  
Grant Fairchild ..... Director of Sports Medicine  
Jason Ficca ..... Head Coach, Men's Basketball  
George Ogilvie ..... Head Coach, Baseball  
Brandie Paul ..... Head Coach, Softball  
Rose Magers-Powell ..... Head Coach, Volleyball  
Matt Rackley ..... Head Coach, Golf  
Melinda Sevier ..... Head Coach, Men's and Women's Tennis  
Nikki Sullivan-Ficca ..... Head Coach, Women's Basketball

### **Christian Life Center Staff**

Lena S. Black ..... Assistant, CLC  
Marjorie H. Harwell ..... Assistant, CLC  
Wayne Foust ..... Assistant, CLC  
James D. Taylor ..... Assistant, CLC

## **Business and Finance**

David J. Stephens ..... Vice President for Finance and Administration  
James R. Hlubb ..... Assistant Vice President for Human Resources and Operations

### **Business Office**

Karen Clark ..... Controller  
Rhonda Clinard ..... Associate Controller  
Claire B. Dunnavant ..... Accounts Payable Supervisor  
Brenda Fernandez ..... Accounts Receivable Supervisor

### **Campus Services**

Stanton Belford ..... Coordinator, Campus Services  
Roger A. Sandy ..... Coordinator, Campus Safety and Security

### **Auxiliary Services**

#### **Bookstore**

Margaret Jackson ..... Manager  
Ann White ..... Assistant

#### **Food Service**

Karen Medlen ..... Food Service Director  
Debbie Cantrell ..... Catering Supervisor  
Joyce Newton ..... Cashier/Server/Prep

Evelyn Reedus .....Utility/Server  
Della Young ..... Cook

**The Martin movie theater**

Will Sevier ..... Manager

**Plant Operations**

Fred Hyde..... Director

**Maintenance**

Kevin Hood ..... General Maintenance

Ricky James ..... General Maintenance

Lee Thompson .....HVACR Technician

**Grounds and Athletic Fields**

Steve Jett ..... Director

Jeremy Farr ..... Grounds Keeper

Charlie Stogner ..... Grounds Keeper

**Housekeeping**

Kay Beaver..... Supervisor

Serita Fralix..... Custodian

Tammy Hughes..... Custodian

Hilda Lanier ..... Custodian

Laquitta Norwood..... Custodian

**Technology**

Jay Carter ..... Manager, Administrative Software System

Michael S. Curry ..... CIO and Network Administrator

David Farmer ..... Tech Support Specialist

**Center for Church Leadership**

Domenico Nigrelli ..... Director, Center for Church Leadership

Mary Noble Parrish ..... Director, Church Relations

Laura Kirkpatrick ..... Campus Minister

Tina McGill..... Executive Administrative Assistant, Center for Church Leadership

Carla Potts..... Administrative Assistant, Center for Church Leadership

Eun-Hee Cha ..... Assistant Coordinator of Religious Life

**Enrollment Management**

Robert Shelton..... Vice President for Enrollment Management

**Admissions Office**

Michael Kelly ..... Director of Admissions

Kim Bracey .....Counselor, Admissions

Julie S. Shelton .....Counselor, Admissions

Georgia Ude ..... International Student Advisor

Robin Hood ..... Receptionist, Colonial Hall

**Evening Program**

Suzanne McAfee ..... Director of Evening College Program

**Institutional Advancement**

Jack L. Gregory..... Vice President for Institutional Advancement

Jerry Burlison..... Director, Alumni Affairs

Pat Ford ..... Director, Annual Campaign

Charlene Kozy..... Major Gifts Officer



Christina Jordan ..... Assistant, Institutional Advancement  
 Sally Phelps ..... Director, Advancement Services  
 Grant Vosburgh ..... Director of Communications

**Planning and Improvement**

Nancy Dunavant ..... Director of Planning and Improvement

**Student Services**

Robert Shelton ..... Vice President, Student Affairs & Director of Financial Aid  
 Anita Beecham ..... Secretary, Financial Aid  
 Lynn S. Ives ..... Financial Aid Coordinator  
 Mendy Vickers ..... Director, Student Activities  
 Estarcia Floyd ..... Head Resident, Criswell Hall  
 Roger Sandy ..... Head Resident, Upperman Hall  
 Will Sevier ..... Head Resident, Student Apartments



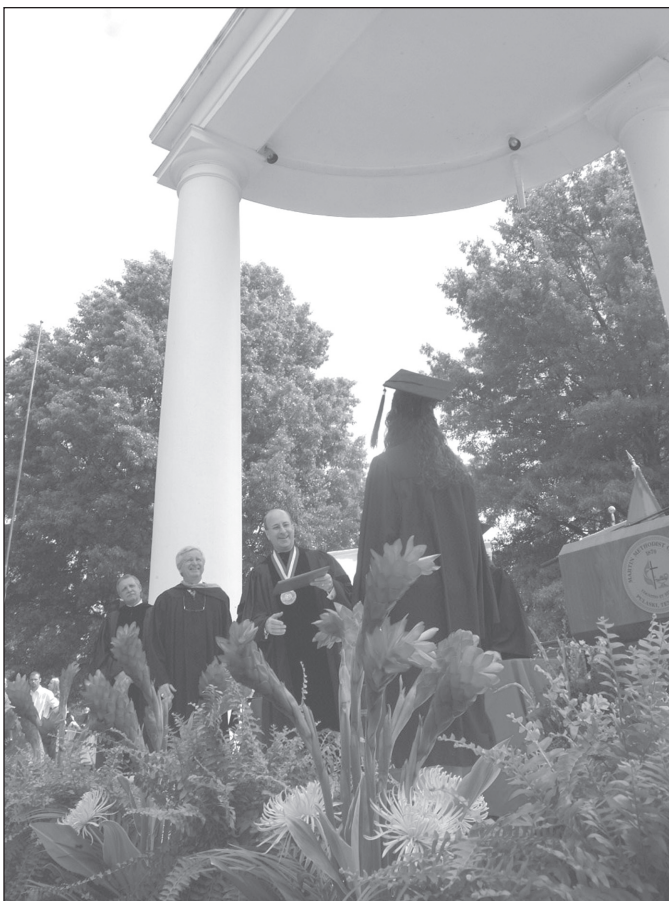
**The baccalaureate worship service each May is held at First United Methodist Church in Pulaski.**

# Index

|   |        |  |     |
|---|--------|--|-----|
| Academic Advising.....                          | 36     | Church Vocations Major .....                   | 90  |
| Academic Calendar.....                          | 5      | Church Administration Emphasis.....            | 90  |
| Academic Conduct.....                           | 42     | Pre-Seminary Emphasis.....                     | 92  |
| Academic Honors.....                            | 45     | Church Music Emphasis.....                     | 93  |
| Academic Program.....                           | 48     | Class Attendance Regulations.....              | 43  |
| Academic Policies and Procedures .....          | 36     | Classification of Students.....                | 46  |
| Academic Standards.....                         | 46     | CLEP Examinations .....                        | 15  |
| Accounting Major .....                          | 58     | COMPASS .....                                  | 39  |
| Accreditation.....                              | 2      | Competency Requirements .....                  | 56  |
| ACT Entrance Examination.....                   | 12     | Computer Science (see MIS).....                | 148 |
| Admission With Advanced Standing .....          | 14     | Continuing Education .....                     | 42  |
| Admission to the College.....                   | 12     | Core Curriculum .....                          | 55  |
| Admission to the Education Program .....        | 68     | Correspondence Courses.....                    | 38  |
| Admission to Clinical Practice (Education)..... | 69     | Counseling and Advising .....                  | 30  |
| Admissions Procedures.....                      | 13     | Counseling Services.....                       | 30  |
| Admission Requirements .....                    | 12     | Course Attendance Requirements.....            | 43  |
| Advanced Placement.....                         | 15     | Course Exemptions .....                        | 40  |
| Application Procedure .....                     | 13     | Course Descriptions .....                      | 125 |
| Art Courses .....                               | 125    | Course Loads .....                             | 38  |
| Associate’s Degree Requirements.....            | 51     | Course Placement.....                          | 39  |
| Athletics .....                                 | 34     | Course Substitutions .....                     | 51  |
| Auditing Courses .....                          | 38     | Credit for Educational Experiences             |     |
| Baccalaureate Degree Requirements .....         | 51     | In the Armed Forces.....                       | 16  |
| Bachelor’s Degree Programs .....                | 57     | Criminal Justice Courses.....                  | 133 |
| Behavioral Sciences Major .....                 | 112    | Criminal Justice Major.....                    | 118 |
| Emphasis in Human Services .....                | 113    | Cultural Life.....                             | 33  |
| Emphasis in General Psychology .....            | 113    | Dean’s List and Honor Roll .....               | 45  |
| Emphasis in Addiction Psychology .....          | 114    | Degree Completion Requirements.....            | 51  |
| Emphasis in Professional Psychology .....       | 115    | Degrees Offered .....                          | 48  |
| Emphasis in Developmental Psychology.....       | 115    | Directed Study Classes .....                   | 38  |
| Biology Courses.....                            | 126    | Division of Business .....                     | 57  |
| Biology Major.....                              | 103    | Division of Education .....                    | 67  |
| Biology Major, 7-12 Licensure.....              | 74     | Division of Humanities .....                   | 89  |
| Buildings.....                                  | 10     | Division of Mathematics and Sciences .....     | 102 |
| Business Courses .....                          | 128    | Division of Nursing.....                       | 105 |
| Business Major, 7-12 Licensure.....             | 76     | Division of Social Sciences .....              | 111 |
| Business Major.....                             | 60     | Divisions of Instruction.....                  | 48  |
| By-Pass Examinations .....                      | 15, 38 | Double Major in the Baccalaureate Degree ..... | 52  |
| Calendar .....                                  | 5      | Drama (see English).....                       | 139 |
| Campus and Buildings .....                      | 10     | Dropped Courses.....                           | 19  |
| Careers in Health Sciences.....                 | 102    | Dual Enrollment.....                           | 40  |
| Center for Church Leadership.....               | 33     | Early Honors Admission.....                    | 13  |
| Change of Schedule .....                        | 37     | Economics (see Business).....                  | 128 |
| Chemistry Courses.....                          | 132    | Education Courses .....                        | 135 |
| Childhood Learning Alternate Route .....        | 70     | Elementary Education Major.....                | 72  |
| Christian Education Major.....                  | 95     | English Courses .....                          | 139 |

|  |     |   |        |
|--|-----|---|--------|
| English Major.....                           | 99  | Nursing Courses.....  | 154    |
| English Major, 7-12 Licensure.....           | 78  | Nursing Major.....  | 109    |
| Evening FLEX Degree Program.....             | 41  | Nursing Program.....  | 105    |
| Examinations.....                            | 43  | Essential Performance Requirements.....   | 105    |
| Executive Council.....                       | 170 | Clinical Requirements.....  | 106    |
| Expenses.....                                | 17  | Program Costs.....  | 107    |
| Faculty Listing.....                         | 170 | Admission Requirements.....   | 107    |
| Financial Aid.....                           | 20  | Progression Requirements.....   | 108    |
| Foreign Language Courses.....                | 144 | Participation in Commencement.....  | 53     |
| Freshman Seminar.....                        | 144 | Philosophy (see Religion).....  | 163    |
| General Education Core.....                  | 54  | Physical Education Courses.....   | 156    |
| General Information.....                     | 7   | Physical Education Major.....   | 84     |
| Grade Point Requirements for Graduation..... | 49  | Physical Education, Fitness Management Major.....   | 87     |
| Grade Reports.....                           | 44  | Physical Education K-12 Certification.....  | 82     |
| Grading System.....                          | 45  | Physics/ Physical Science Courses.....  | 158    |
| Graduation Honors.....                       | 53  | Pre-College Students.....   | 13     |
| Graduation Requirements.....                 | 49  | Pre-Law, Suggested Curriculum.....  | 124    |
| Grants.....                                  | 21  | Pre-Med, Dentistry, Pharmacy.....   | 102    |
| Health and First Aid.....                    | 30  | Pre-Professional Programs.....  | 36     |
| Health Courses.....                          | 157 | Political Science Courses.....  | 158    |
| History Courses.....                         | 145 | Post Baccalaureate Students Seeking Initial<br>Licensure, Endorsement ,or Highly<br>Qualified Status..... | 52, 71 |
| History Major.....                           | 120 | President's List.....   | 45     |
| History Major, 7-12 Licensure.....           | 80  | Probation.....  | 46     |
| History/Political Science Major.....         | 122 | Program Assessment.....   | 47     |
| History of the College.....                  | 9   | Psychology Courses.....   | 160    |
| Honor Code.....                              | 42  | Pulaski FLEX Program.....   | 41     |
| Honor Societies.....                         | 32  | Publications.....   | 34     |
| Honors Program.....                          | 42  | Refunds.....  | 18     |
| Housing and Meals.....                       | 34  | Registration.....   | 37     |
| Humanities Courses.....                      | 148 | Religion and Philosophy Major.....  | 97     |
| Intent to Graduate Form.....                 | 50  | Religion Courses.....   | 163    |
| International Students.....                  | 14  | Religious Life.....   | 33     |
| International Studies Program.....           | 42  | Repeated Courses.....   | 44     |
| Late Registration.....                       | 37  | Residence Requirements.....   | 49     |
| Learning Center.....                         | 10  | Retention Standards.....  | 46     |
| Library.....                                 | 34  | Satisfactory Academic Progress.....   | 46     |
| Library Science Courses.....                 | 148 | Scholarships.....   | 22     |
| Loan Funds.....                              | 22  | Second Baccalaureate Degree.....  | 52     |
| Major.....                                   | 36  | Social Life.....  | 31     |
| Management Information Systems Courses.....  | 148 | Social Work Courses.....  | 167    |
| Management Information Systems Major.....    | 62  | Sociology Courses.....  | 168    |
| Martin Moments.....                          | 49  | Sport Management Courses.....   | 168    |
| Mathematics Courses.....                     | 150 | Sport Management Major.....   | 65     |
| Mini Term (Summer).....                      | 41  | Staff Listing.....  | 174    |
| Minor.....                                   | 36  | Student Loans.....  | 22     |
| Music Courses.....                           | 151 | Statement of Purpose.....   | 8      |
| Non-Credit Students.....                     | 40  |   |        |
| Numbering System for Courses.....            | 125 |   |        |

|                                       |    |                                  |        |
|---------------------------------------|----|----------------------------------|--------|
| Statement of Intent to Graduate ..... | 50 | Tests and Examinations.....      | 43     |
| Student Christian Association.....    | 33 | Transfer Credits.....            | 40, 49 |
| Student Government (ASG).....         | 31 | Transcripts.....                 | 47     |
| Student Handbook.....                 | 35 | TOEFL Requirements .....         | 14     |
| Student Services.....                 | 30 | Transfer Students .....          | 12     |
| Student Loans.....                    | 22 | Transient Students.....          | 40     |
| Student Records .....                 | 47 | Veterans Affairs.....            | 14     |
| Student Services.....                 | 30 | Vision Statement .....           | 8      |
| Student Union .....                   | 34 | Withdrawal from Classes .....    | 43     |
| Summer School.....                    | 41 | Withdrawal from the College..... | 18, 44 |
| Suspension .....                      | 46 | Yearbook .....                   | 34     |
| Telephone Directory.....              | 7  |                                  |        |



**Each graduate enjoys a triumphant walk across the Grissom Gazebo stage.**