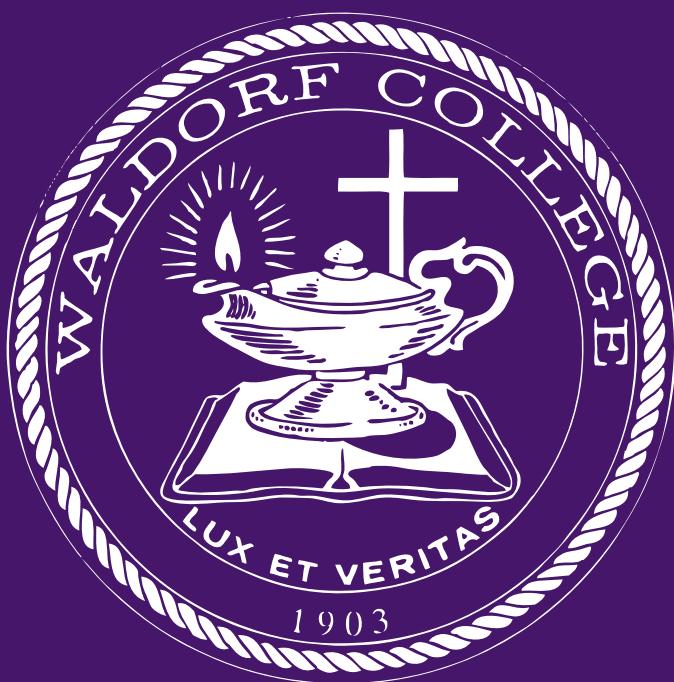


# WALDORF COLLEGE



2015-2016 Catalog  
*Forest City, Iowa*

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In compliance with Iowa Code § 261B.9, prior to the commencement of a course of instruction and prior to the receipt of a tuition charge or fee for a course of instruction, Waldorf College provides written disclosure to students of the following information. This information is provided in the College Catalog, both in print and on the college's web site:

1. The name or title of the course.
2. A brief description of the subject matter of the course.
3. The tuition charge or other fees charged for the course. If a student is enrolled in more than one course, the tuition charge or fee for all courses may be stated in one sum.
4. The Refund Policy for the return of the refundable portion of tuition, fees, or other charges.
5. The application process for Waldorf's degree programs and the fact that completion of the course is applicable toward a degree granted by Waldorf College.
6. The name of Waldorf's accrediting agency, the Higher Learning Commission of the North Central Association of Colleges and Schools, as recognized by the United States Department of Education.

The provisions of this catalog are not to be seen as a binding contract between the student and Waldorf College. The College reserves the right to make changes that seem necessary or desirable, including course, policy and program changes, and cancellations.

To graduate, students must meet the degree requirements from the catalog of any year in which they are enrolled full-time. If the student withdraws for more than one semester, the requirements of a subsequent catalog must be followed.

The fulfillment of graduation requirements is the responsibility of the student, not the registrar or the academic advisor. To this end, the student should keep a copy of the catalog under which they intend to graduate.

Waldorf College, 106 South Sixth Street, Forest City, Iowa 50436  
641.585.2450 or 1.800.292.1903

Waldorf College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA), 230 South La Salle Street, Suite 7-500, Chicago, IL 60602-2504; 312.263.0456

For gainful employment disclosures, visit [www.waldorf.edu/disclosure](http://www.waldorf.edu/disclosure).

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# Letter from the President



Thank you for your interest in Waldorf College! Whether you're a brand new freshman deciding on your first Waldorf classes, or a senior getting ready to finish your degree, the information in this catalog is crucial to your success. As the President of Waldorf College, I'm pleased to welcome you to our course offerings, our degree programs, and our commitment to the liberal arts and our "Learn. Live. Serve." credo.

I came here to Forest City over a decade ago to teach English at a small, two-year Lutheran college. A lot has changed since then—we're now a four-year liberal arts institution with more than 20 majors, 18 intercollegiate sports teams, outstanding fine arts and an excellent online program.

Though many things have changed, the most important ones remain the same: like Waldorf's commitment to quality education, and our dedication to an excellent student experience. Professors that really care about your academic success and staff who go the extra mile to keep you on track and engaged. When you come to Waldorf you become a member of our community, a vibrant and cooperative association of learners, athletes, scholars, artists and performers.

Lives are changed here. Lifelong friendships are forged, between students themselves, with coaches, and with teachers. I hope you take our mission statement to heart as you read through these pages. And that you join us as we learn, live and serve together.

Sincerely,

A handwritten signature in black ink that reads "Bob Alsop". The signature is fluid and cursive, with "Bob" on the top line and "Alsop" on the bottom line.

Dr. Robert Alsop  
President of Waldorf College

# General Information

## ABOUT WALDORF

### Mission

Waldorf College seeks to be an engaging community of learning and faith where relationships are formed and opportunities for learning and service abound. Our mission is to educate the whole person emphasizing integrity and equipping students to succeed and to serve the communities where they live and work.

### **As a liberal arts college with core values**

Waldorf offers a curriculum to liberate the way students think so that they may develop a basic understanding and knowledge of how those in a variety of disciplines think and approach life. As a liberal arts college, Waldorf seeks to instill values of service, community, critical inquiry, and lifelong learning in each student and in the very culture of the college community. These values and this education prepare our graduates to understand and contribute to life in our complex and ever-changing world.

### **As a residential college**

Waldorf offers a carefully designed student life program, as well as extensive co-curricular, cultural, and community service activities designed to create a campus atmosphere conducive to a well-rounded educational experience. We value high academic achievement, personal growth, the building of lasting friendships, and a growing awareness of community responsibility.

### **As an online college**

Waldorf offers a broad range of quality online academic programs delivered in an innovative flexible format while providing a positive experience that impacts the lives of students.

### **As a community that values religious faith**

Waldorf seeks to explore the meaning and depth that religion and spirituality can add to life. The questions religion poses for the living of life and the unique perspective Christianity can give to the living of life are explored with academic rigor. Students are encouraged to develop a deep respect for the role religious devotion can play in giving direction, purpose, and a moral foundation to life.

### **As a college engaged with the world**

Waldorf seeks to bring the world to our community by enrolling a significant number of international students. Waldorf actively encourages all students to experience the world through multi-discipline opportunities for travel and study abroad.

### **As a college born of a strong academic heritage**

Waldorf has upheld the Lutheran tradition of excellence in higher education since the college was founded in 1903. This tradition values service to the community, academic excellence, freedom of inquiry, a liberating education, and learning through the exchange of ideas in open conversation.

## HISTORY AND CHARACTER

Waldorf's character is shaped by the values and beliefs of its Norwegian Lutheran founders: veracity, discipline, the dignity and responsibility of the individual, a commitment to service, and faith in God.

Waldorf College was founded in 1903 by the Reverend C. S. Salveson, then the pastor of what is now Immanuel Lutheran Church in Forest City. Unlike several other Lutheran colleges founded by Norwegian immigrants and the first generation of their progeny, Waldorf began operation as an academy and business college rather than as a preparatory program primarily for future pastors.

Thus, from its earliest days, Waldorf has viewed education sponsored by the church as vital for persons who would serve primarily in secular society. Waldorf's emphasis is fundamentally a "stewardship emphasis": human lives are viewed as a gift from God, and the educational enterprise offers the opportunity for the full flowering of one's potential. Waldorf's mission has always stressed service to others as the means to serve God and achieve fulfilling lives. Whether as future business leaders, teachers, professors, scientists, entrepreneurs, ordained clergy, psychologists, or musicians—it is hoped that Waldorf graduates will aspire to lives of service.

Since 1920, when Waldorf became a junior college, the curriculum has gradually evolved to fully reflect a liberal arts emphasis. Now, nearly all students enroll with the intent of ultimately earning a Bachelor's degree. In the spring of 1994, the College was accredited by the North Central Association of Colleges and Schools to offer its first Bachelor's degrees. In February of 2001, Waldorf became a fully accredited Bachelor's degree granting college. The "core" of the liberal arts program has as goals that students:

- Learn to think, write, and speak clearly;
- Begin the process of developing a mature and inquiring mind, with the ability to formulate questions, solve problems and make both intellectual and value judgments;
- Engage in and appreciate the arts;
- Acquire understanding of our historical and scientific heritage;
- Begin to develop an appreciation of other cultures and their ways of knowing; and,
- Consider their religious commitments for their meaning in life and the world in which they live and serve.

Finally, the faculty recognizes that concern for the goals of liberal arts education does not begin at Waldorf, nor are these goals likely to be fully achieved on this campus. The development of an appreciation of "a life of the mind" should begin in the home and at school, be further nurtured at Waldorf, continue in baccalaureate studies at Waldorf and in graduate schools, and become a lifelong process. We believe the success of Waldorf's program results from the interplay of several characteristics:

- A dedicated, capable faculty who take pride in effective teaching and who share a personal commitment to the faith, values, and traditions of the College;
- A low student to faculty ratio, permitting a high level of faculty/student interaction;

- Solid curricular offerings in a variety of disciplines, enabling students to begin to clarify career goals;
- An environment in which faith and values are a subject of inquiry, and one in which growth toward moral maturity is a valued goal;
- A special emphasis on writing, speaking, and global awareness; and,
- A solid tradition in the fine arts, coupled with a lively program of cultural events, and a broad program of varsity and intramural sports to help students shape a life of enrichment and physical well-being.

Lux et Veritas, "Light and Truth," reads the motto on the official seal of the College. In its Lutheran and Norwegian roots and uncommon quality of community, Waldorf College offers a distinctive educational experience in a spiritual and moral framework. This catalog will introduce you to the Waldorf College community.

## ACCREDITATION AND MEMBERSHIPS

Waldorf College is accredited by the Higher Learning Commission (HLC) and is a member of the North Central Association of Colleges and Schools (NCA). The NCA is recognized by the U.S. Department of Education as one of six regional institutional accreditors in the United States. As a commission member of the NCA, the HLC accredits educational institutions in the North Central region. In addition to accreditation, Waldorf holds membership in the following associations: Council of Higher Education Accreditation (CHEA).

## STATE REGISTRATION

Waldorf College is registered with the Iowa College Student Aid Commission. Any complaints may be mailed to Iowa College Aid, 603 E. 12th Street, FL 5th, Des Moines, IA 50319, following the instructions found at [www.iowacollegeaid.gov](http://www.iowacollegeaid.gov). State registration information for Waldorf's online programs may be found in the Waldorf College Catalog for Online Degree Programs.

## REGISTERING A COMPLAINT

Waldorf College takes pride in our service to students. From time to time, students may have questions concerning policies or practices. Generally there are logical explanations for situations, and usually most questions can be resolved in an informal setting through direct discussion with the individual or office involved. In instances where a student raises a question about a policy or decision, the affected staff or faculty member may respond. If it is not possible to resolve a matter through direct discussion, a student may appeal for further consideration by registering a complaint.

### Registering a Complaint with Waldorf College

Waldorf College is committed to providing high quality academic programs and services for students, and encourages students to contact the College if there is cause for concern regarding academic or non-academic matters.

*A complaint is defined as dissatisfaction occurring when a decision, act, or condition, based upon specific factual data, affects the student in a perceived negative or unjust manner; furthermore, an allegation of improper, unfair, arbitrary, or discriminatory treatment by university personnel.*

Students who wish to register a complaint may contact the Waldorf College Vice President for Academic Affairs at 800.292.1903. To clarify the student's concerns, complaints should be sent in writing to:

Office of the Vice President for Academic Affairs  
Waldorf College  
106 S. 6th St.  
Forest City, IA 50436-1713

Contact information for registering a complaint with the accrediting agencies should be contacted only after the student has registered a complaint with Waldorf College and has not received a response to the request for resolution.

### Accrediting Agency

Higher Learning Commission  
North Central Association of Colleges and Schools  
230 S. LaSalle St., Ste. 7-500  
Chicago, IL 60604-2504

### Iowa College Student Aid Commission

603 E. 12th St., FL 5th  
Des Moines, IA 50319-9017

# Admissions

## ABOUT WALDORF

While most Waldorf College students come from the small towns of America's heartland, the student body is increasingly diverse geographically, economically, and culturally. Typically, the student body has representatives from 39 states and approximately 22 foreign countries. Their interests range across a wide selection of academic disciplines and co-curricular activities. However, certain common interests include collegiate studies in an academic environment where education is offered on a uniquely human scale. In addition, they seek the opportunity to be fully involved in an active campus life. Most important, each student is an individual who is a vital part of a small community of scholarship and fellowship.

For admitted students choosing to enroll at Waldorf, the College is committed to maintaining the lowest possible costs and offering financial aid which will enable their enrollment separate from family financial contributions.

Waldorf seeks students whose academic preparation, potential for successful collegiate study, and qualities of character will enable each person to benefit from, and contribute to, the college community. The Admissions Committee seeks to look beyond standardized test scores and grades to individually consider each applicant's qualities.

### Admissions Minimum Requirements

GPA	ACT*	SAT*
2.0	18	860

\*Either an ACT or SAT score may be submitted to satisfy admissions requirements. SAT scores are based on Math and Verbal score combination.

Consideration may be given to such matters as the quality of the high school courses completed; college-level classes completed; excellence in the visual or performing arts; achievement in co-curricular activities; and maturity, initiative, and seriousness of purpose as evidenced through work, travel experiences, or contributions to home, church, community, and school.

Applicants are judged on individual merit without regard for race, color, creed, religion, sex, age, sexual orientation, national, or ethnic origin. An otherwise qualified applicant will not be excluded from admission solely by reason of a disability.

Waldorf's admission program is operated fully in compliance with the "Statement of Principles of Good Practice" adopted by the National Association of College Admissions Counselors. Copies of this statement are available on request from the Admissions Office.

### Academic Accommodations

Waldorf College provides appropriate academic accommodations to students with a diagnosed learning disability or other documented conditions that would impact a student's ability to learn or demonstrate their academic progress. Students need to contact the Disabilities Specialist in the Academic Achievement Center for Excellence (AACE) to request and set up academic accommodations.

### Recommended High School Program of Study

While Waldorf does not have a mandatory program of high school course work required for admission, the following is recommended: 4 years of English, 3 years of mathematics, 2 years of foreign language, 3 years of natural science, and 4 years of social studies. Waldorf also believes that course work in the arts or advanced level courses are invaluable, and may, in certain circumstances, replace some of the requirements listed above. However, the College stresses English as the most critical area affecting success in collegiate study.

## FRESHMEN

### Application for Admission

Applicants must complete the Waldorf College Application for Admissions and return it to the Office of Admissions. An application may also be submitted online at [www.waldorf.edu](http://www.waldorf.edu).

### Transcripts

An official high school transcript is required of all applicants. Freshmen applicants who are high school students at the time of application should have their most recent official transcript sent, followed by a final, official transcript upon graduation. Official General Education Development (GED) scores may be presented instead of a high school transcript.

High school applicants who have taken any college class work while in high school need to have an official college transcript sent to the Registrar's Office if they want to receive credit for the college coursework (Post-Secondary Education Options (PSEO) and Dual Enrollment programs).

### High School Advanced Placement Courses

High school applicants who have taken Advanced Placement Examinations while in high school need to have an official college transcript sent to the Registrar's Office if they want to receive credit for the college coursework.

### Test Scores

Freshmen applicants are required to submit scores from either the American College Test (ACT) or Scholastic Aptitude Test (SAT). Test scores recorded on the official high school transcript are sufficient. Additional test scores may be examined at the discretion of the Director of Admission or their designee.

### Disclosure

Waldorf College requires that admission applicants disclose whether they have had a history of criminal convictions. Applicants must also disclose if they are required to register as a sex offender. Failure to disclose a history of criminal activity will result in immediate dismissal from the college.

### Additional Information

Applicants are welcome to submit additional information in support of their application or discuss with an admissions counselor personal matters which may have affected previous academic performance.

Each applicant will be reviewed for acceptance based upon grade point average, test scores, class rank, coursework taken, and recommendations.

On occasion, the Admissions Committee may also defer a decision on an applicant's admission until other information has been received. For example, more recent test scores, results of the present semester's coursework, additional letters of recommendation, or an on-campus visit with members of the Admissions Committee may be requested. If additional credentials are needed, the Office of Admissions will inform the applicant.

#### **Notification of Admission Decision**

Students are notified of the admission decision usually within two weeks after the application file is complete and has been evaluated by the Admissions Committee. Acceptance of new freshmen who have not yet graduated from high school at the time of acceptance is tentative until such time as official transcripts are received notifying the college of graduation.

#### **Confirmation of Admission**

Following notification of the admission decision, accepted students are required to submit a tuition deposit. After this deposit is received, the College will begin to work individually with the student to arrange class registration, housing, and orientation (the tuition deposit is refundable until May 1st). A health record will be sent to all accepted students which must be completed by the family physician prior to enrollment.

## **TRANSFER STUDENTS**

Waldorf College welcomes students who wish to transfer from other colleges and universities. College credit may be granted for courses satisfactorily completed at accredited institutions. The College reserves the right not to grant credit for courses where it considers the work unsatisfactory, for courses taken at an unaccredited institution, and to require that certain courses be taken at Waldorf.

Transfer applicants are required to submit:

- Application for admission form
- An official final high school transcript
- Official transcript(s) from all colleges and universities attended (including all PSEO and Dual-Enrollment coursework)
- Upon accepted to the college, submit the tuition deposit (refundable until May 1st)

Acceptance of courses and credits from other accredited institutions will be evaluated by the Registrar according to the nature and quality of work presented via official college/university transcripts.

Students who have earned an Associate in Arts Degree (A.A.) from an accredited institution will have all Waldorf general education core requirements waived except:

- Religion 103 Introduction to Biblical Literature
- An upper division religion course (300+ level)

Waldorf College will accept up to 16 vocational-technical credits if a student has completed the Associate in Arts degree (A.A.). Waldorf College will accept up to eight vocational-technical credits for students with an Associate of Applied Science (A.A.S.) degree, an Associate of Science (A.S.) degree, an Associate of Specialized Business (A.S.B.) degree, or no degree.

Courses comparable to Waldorf courses and successfully completed with grades of C- or better will be considered for transfer credit. Courses

with D grades will be accepted within the Associates of Arts degree; however, transfer credit will not be issued for those courses. All coursework within a major or minor must have a grade of C- or higher to be considered for graduation.

A maximum of 32 transfer credits will be accepted toward the Associate in Arts degree and a maximum of 84 transfer credits will be accepted toward the Bachelor's degree. All required internships and student teaching must be completed at Waldorf to earn a Waldorf degree.

Departments may have additional requirements for admission and completion in a major.

Grades earned in courses accepted for transfer are not included in the grade point average to be maintained at Waldorf College, but the credits count toward the total number required for graduation.

## **FORMER STUDENTS**

Students who have interrupted attendance at Waldorf College for one semester or more and who wish to return must apply for re-admission through the Admissions Office. Returning students will follow the requirements of the most recent catalog. Students who have attended other institution(s) of higher learning during their absence from Waldorf must have an official transcript sent from each institution to the Director of Admissions' Office.

## **INTERNATIONAL STUDENTS**

International students who are citizens of a country where English is not the official language are required to:

- Submit an International Student Application for Admission form to the Office of Admissions.
- Submit an Affidavit of Support form along with proof of finances.
- Submit certified official copies of secondary school records transcripts.
- Submit certified official copies of all college/university transcripts if applicable.
- All collegiate or post-secondary foreign transcripts must be evaluated by a certified third party evaluator for U.S. Department of Education equivalencies at the student's own expense. All high school foreign transcripts evaluations will be provided by Waldorf College.
- Submit an official test score from ACT or SAT.
- Show proof of adequate medical health insurance coverage or purchase insurance through the College. Information on the plan offered by Waldorf can be found at [www.sas-mn.com](http://www.sas-mn.com). Contact the Student Insurance Coordinator in the Business Office.
- Record of immunizations for MMR (measles, mumps, rubella), polio, varicella, chicken pox, tetanus/diphtheria/pertussis, and tuberculin skin test. Recommended but not required: HPV (human papilloma virus vaccine), influenza, meningococcal, hepatitis A, and hepatitis B.
- A complete physical is also required. Forms are online at [www.waldorf.edu/healthforms](http://www.waldorf.edu/healthforms). Please print and use these forms prior to arriving in the USA. If you arrive on campus without a physical, you will be given a physical at the local clinic within 48 hours at your own expense. Average cost \$250 US.

ADMISSIONS MINIMUM REQUIREMENTS			
TOEFL	IELTS	ACT	SAT
61	BAND 5	18	860*

\*Sat scores are based on Math and Verbal score combinations

Students who cannot meet the above requirements because of exceptional circumstances may petition to be accepted on a conditional basis.

After being accepted, the student must pay a 500USD deposit for tuition as well as a 125USD deposit if the student is living on campus. These deposits need to be paid before an I-20 will be sent. Any exceptions need to be approved by the Director of Admissions or their designee.

## **INTERNATIONAL STUDENTS, ENGLISH SPEAKING**

International students who are citizens of a country where English is the official language are required to:

- Submit an International Student Application for Admission form to the Office of Admissions.
- Submit an Affidavit of Support form along with proof of finances.
- Submit certified official copies of secondary school records transcripts.
- Submit certified official copies of all college/university transcripts if applicable.
- All collegiate or post-secondary foreign transcripts must be evaluated by a certified third party evaluator for U.S. Department of Education equivalencies at the student's own expense. All high school foreign transcripts evaluations will be provided by Waldorf College.
- Submit an official test score from the TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System Exam), ACT or SAT.
- Show proof of adequate medical health insurance coverage or purchase insurance through the College. Information on the plan offered by Waldorf can be found at [www.sas-mn.com](http://www.sas-mn.com). Contact the Student Insurance Coordinator in the Business Office.
- Record of immunizations for MMR (measles, mumps, rubella), polio, varicella, chicken pox, tetanus/diphtheria/pertussis, and tuberculin skin test. Recommended but not required: HPV (human papilloma virus vaccine), influenza, meningococcal, hepatitis A, and hepatitis B.
- A complete physical is also required. Forms are online at [www.waldorf.edu/healthforms](http://www.waldorf.edu/healthforms). Please print and use these forms prior to arriving in the USA. If you arrive on campus without a physical, you will be given a physical at the local clinic within 48 hours at your own expense. Average cost \$250 US.

All initial-status international students coming from outside the USA are required to live on-campus for their first semester at Waldorf College. After the first semester, international student that are qualified to live off-campus may do so. See Housing Residency Requirement for off-campus eligibility.

## **PART-TIME STUDENTS**

A student enrolled in fewer than 12 credit hours of coursework during any semester is considered a part-time student. If a part-time student is applying for financial aid, the same application procedures must be followed as a full-time freshman. Otherwise, part-time students enroll directly with the Registrar's Office. A degree-seeking, part-time student

must submit official transcripts of other college coursework and/or file a Declaration of Major with the Registrar's Office after completing 16 semester credit hours.

## **HONORS COLLEGE**

Students seeking admission to the Honors College should notify either the Dean of the Honors College or the Admissions Office. The Honors Committee will consider the student based on materials submitted in the regular admissions process.

Normally, a student seeking admission to the Honors College must have at least a 3.5 grade point average (4.0 scale) in secondary school work and an ACT composite score of 24. Other promising students may be considered by the committee.

Students enrolled at Waldorf who have a cumulative GPA of 3.5 after the first semester may be admitted to the Honors College. (A 3.5 GPA and a "B" in all Honors courses must be maintained to complete the Honors Program and be a Waldorf Scholar.)

## **ADMISSION SERVICES AND CAMPUS VISITS**

Waldorf maintains an Admissions Office with counselors who are available to assist students in making college plans, including financial planning. Persons seeking admission services or desiring additional information about the College are encouraged to write the Admissions Office, Waldorf College, Forest City, IA 50436 or phone 641-585-8112 or 1-800-292-1903 or e-mail [admissions@waldorf.edu](mailto:admissions@waldorf.edu).

Prospective students and their parents are invited and encouraged to visit the campus. In response to wishes of the visitor, efforts are made to arrange a campus tour, class visitations, and conferences with professors, directors of co-curricular programs (such as music, theatre, journalism, etc.), and coaches of the athletic teams.

A \$500 scholarship is awarded to prospective students who attend an open house or an official campus visit. An open house is held each month and offers opportunities to tour the campus, meet students, chat with professors, and learn about Waldorf degree program options. Visit [www.waldorf.edu/OpenHouse](http://www.waldorf.edu/OpenHouse) to view the open house schedule.

The Admissions Office is normally open weekdays from 8:00 a.m. to 5:00 p.m. and Saturdays 9:00 a.m. to 1:00 p.m. Visitors are asked to call or go online to set an appointment in order that appropriate arrangements can be made for a successful visit.

# Tuition and Financing

Waldorf College provides a concerted effort to maintain a level of student charges and a program of financial assistance which will assure that eligible students who wish to enroll at Waldorf College are able to do so.

Waldorf College holds costs to a minimum consistent with competent instruction and adequate facilities and services. The College reserves the right to change, add, or delete charges without notice.

## Charges for 2015-2016

A full-time student living on campus can expect the following charges: Tuition, Comprehensive Fee, and Residential Living Charges, for the 2015-16 year (Fall & Spring semesters)

## TUITION RATES

### Residential

- **Full-Time Tuition 2015-2016 year: \$19,804 annually**  
A student is full-time if they are enrolled for 12 or more credit hours for any semester. The full-time tuition charge remains the same for all full-time students, whether they are taking 12 credits or 17.5 credits.
- **Part-Time Tuition 2015-2016 year: \$539 per credit hour**  
A student is part-time if they are enrolled for less than 12 credit hours for any semester. Students enrolled for less than nine credits in a semester will be charged a discounted rate of \$269 per credit hour.
- **Overload Tuition 2015-2016 year: \$566 per credit hour**  
If a student is enrolled in 18 or more credit hours during a semester, an overload charge for each credit hour over 17.5 will be assessed.

## LIVING OPTIONS

### Residential Living

\$6,994 per year—Base Charge (double room and meal plan) Waldorf College offers students the ability to choose between several options and combinations for residential living. Students living on campus may choose from three meal plans (required) and four living options. The Base Charge for Residential Living includes a double room and the Purple (full) Meal Plan. All meal plans contain a set amount of Flexible Meal Dollars which can be used to purchase meals and snacks at any of Waldorf's three food service locations. Additional deposits to Warrior Cash can be made by students or parents at the Waldorf Business Office. A \$125 Damage Deposit is charged for the first semester only, and is refunded less any damage fines upon checking out of the residence halls.

### Living and Housing Accommodations or Modifications

Waldorf College provides appropriate living/housing accommodations or modifications to students based on their individual needs pertaining to a disability and/or health reasons. Students will need to contact the Dean of Students to request and make these arrangements.

### Residence Hall Options:

All rooms include furnishings, cable TV, campus network/internet connection, parking, and security. Residence halls offer laundry, vending, TV lounge, study areas, 24-hour door card security along with hall staff, and security services.

- Double Room  
Available in Rasmussen, Johnson, London, and Ormseth Halls.
- Single Room  
Available in Rasmussen, Johnson, London and Ormseth Halls.
- Breen Hall Suites  
Double room with private bathroom. Air conditioned.

### Other Living Options:

- Theme Houses (6)  
Private houses near campus with additional space, living areas, and kitchen facilities. Students living in a Theme House work together throughout the year on an agreed service theme.
- Timberland Apartments with single room  
\$5,236 for 10 months. Utilities included—billed along with tuition by the semester. A \$125 damage deposit is required. A residential agreement is required to be signed by all four students living in each apartment, as well as an apartment complex contract and alcohol policy. Each apartment has four bedrooms, two bathrooms, laundry, dining, closets, kitchen area with appliances, dishwasher, and living room. Cable and high speed Internet is provided as well as on site parking (permit required) and garbage services. A meal plan is not included, but may be purchased separately.

### Room and Board Per Semester with Meal Plan

Double Room: \$3,497  
Single Room: \$4,096  
Theme House/Ormseth (single): \$3,796  
Breen (single): \$4,446

## MEAL PLAN OPTIONS

### Purple Meal Plan

Students receive 19 meals per week plus \$125 of Flexible Meal Dollars per semester. All Freshmen are required to have the 19 Meal Plan for their first semester.

### Gold Meal Plan

Student receives 12 meals per week plus \$225 of Flexible Meal Dollars per semester.

### Silver Meal Plans

Student receives 125 meals plus \$300 of Flexible Meal Dollars per semester.

### Commuter Meal Plans (contact the Business Office for costs)

Block 80-80 meals plus \$75 in Flex Dollars  
Block 50-50 meals plus \$75 in Flex Dollars  
Block 30-30 meals plus \$100 in Flex Dollars

**Warrior Bucks**-may be added on any ID card in any amount.

## TRANSPORTATION PASSES

Students may receive a ride through the Waldorf Transportation Program. Students must purchase a transportation pass at the Waldorf College Bookstore by cash, check or credit card. A transportation pass

provides travel services to airports, bus stations and medical facilities. Passes are \$150 per semester (Aug.-Dec. or Jan.-May) or \$250 for the entire academic year (Aug.-May). For students that need a ride, but have not purchased a transportation pass will be charged a one-time ride rate. Ride rates are \$30 for transportation inside a 40-mile radius from campus and \$80 for transportation outside a 40-mile radius from campus. Ride requests must be submitted online at [www.waldorf.edu](http://www.waldorf.edu)/transportation 72 hours prior to the date needed. Medical appointments and transportation to medical facilities can be coordinated through Campus Nurse, Mary Mathiasen at (641) 585-8157. Transportation to airports and bus stations can be coordinated through Transportation Coordinator, Brett Geelan at (641) 585-8490.

### Medical Facilities

Clinics in: Forest City, IA; Lake Mills, IA; Clear Lake, IA; Britt, IA; Garner, IA; Buffalo Center, IA; Mason City, IA; and Albert Lea, MN (40 mile radius from campus) Hospitals/Urgent Care: Mercy Medical Center in Mason City, IA and Mayo Health Systems in Albert Lea, MN (Transportation pass DOES NOT cover ambulance or air flight transportation)

### Bus Stations

Minneapolis, MN; Mason City, IA; or Des Moines, IA (Greyhound and Megabus)

### Airports

Minneapolis, MN, and Des Moines, IA

## FEES

### Residential

Comprehensive Fee 2015-16 year:  
Full-Time Students: \$1,080 annually  
Part-Time Students: \$118 annually

The Comprehensive Fee for all students covers costs associated with admission to student activities and athletic events; use of Library and Learning Resources; Campus Ministry, Campus Health Services, and other services generally available to students. A portion of the fee goes directly to the Student Senate to support the many student activities and student organizations. Students are also entitled to receive three transcripts at no charge. The Comprehensive Fee for full-time students also includes membership at the Forest City YMCA, Supplemental Accident Insurance, and the Laptop Service fee. The Comprehensive Fee is charged to students each semester the student is enrolled.

Course Fees 2015-16 year: The extraordinary cost involved in offering certain classes may involve an additional course fee. Please check course listings for the fee amount.

### Other Fees 2015-16 year:

- Private Instrumental Lessons
  - 1 credit hour \$296 per semester
  - 2 credit hours \$495 per semester
- Private Voice Lessons
  - 1 credit hour \$360 per semester
  - 2 credit hours \$555 per semester
- Independent Study
  - \$61 per credit hour

### Directed Study

- \$85 per credit hour

### Overload

- \$566 per credit hour

### Parking Permit

- \$50.00 per year
- The permit is non-refundable and non-transferable.

## CAMPUS PARKING

### Permits

Waldorf College permits the use of vehicles by students. All residential students are required to register their vehicles and purchase a parking permit to park in a Waldorf College student parking lot. Commuter students have the option of purchasing a parking permit, but are not required. Students must purchase a new parking permit every year. Permits are \$50 for the entire academic year which includes summer session, or \$25 for one semester and may be obtained through the Office of Student Life between the hours of 8AM–5PM, Monday through Friday. Parking fees are non-refundable after the first day of classes.

### Temporary & Student Guest Permits

If a temporary vehicle is brought to campus, it must be registered with the college within 24 hours. Temporary permits may be issued for up to one week. If a student has a guest stay on campus, the student must obtain a guest parking permit for their guest. Temporary and student guest parking permits may be obtained through the Office of Student Life for \$3.

### Parking Lots

- Fieldhouse Gravel Lot—Green Permit
  - Johnson/London Residents
  - Adjacent to Fieldhouse
- Ormseth Lot—Red & Blue Permits
  - Ormseth, Rasmussen, Theme House & Timberland Residents & Commuter Students
  - Located on the corner of West G & South 8th Streets
- Timberland Lot—Blue Permit
  - Timberland Apartment Residents
  - Located off of Westgate Drive
- Watertower Lot—Purple Permit
  - Breen Residents
  - Located off of West I Street south of Breen Hall

### Overnight Parking

It is Waldorf regulation that student vehicles are parked overnight in their assigned parking lots and not on City streets. Student vehicles parked overnight on City streets are subject to City ticketing and fines.

### Parking Tickets & Vehicle Booting

The College reserves the right to ticket and boot any vehicle on campus. Parking tickets are \$15 and may be issued by either Campus Security or the Student Life Staff. Parking fines are payable to the Office of Student Life within 10 days of issuance. Unpaid parking fines increase to \$20 and are applied to the student's account in the Business Office. Any vehicle issued four or more parking tickets in one semester will be booted for a 24-hour period. A \$40 boot fine will be imposed to the student. After the 24-hour period, the boot will be removed only if the student has settled all parking fines with Student Life.

### Parking Ticket Appeals

Students who feel they were unfairly issued a parking ticket have the option to appeal the ticket. Appeals must be submitted to the Office of Student Life within 10 days from issuance of ticket. The appeal will be reviewed by a committee within two weeks. The student will be notified of the decision regarding the appeal through e-mail. Appeal forms may be obtained through Student Life or on the web under Transportation and Parking.

### OTHER CHARGES

AACE Fee (per semester): \$498  
Graduation Fee (charged in last semester): \$100  
Audit Fee (per class): \$158  
Transcript Fee (after first 3 free are received): \$5  
Returned (NSF) Check Charge (per returned check): \$20  
Finance Charge (1% of amount due, calculated on the 10th of each month)  
Student ID Card replacement: \$25  
Research Fee: \$25/hour  
BA/BS Transcript Analysis Fee: \$100  
Out of Area Student Teaching: \$100

### 2015-16 Mandatory Primary Health Insurance Coverage Policy

Waldorf College is extremely interested in making your academic and personal experience meaningful and successful during your time here. Your health and wellness are key components of that experience.

Students these requirements apply to are:

- All students enrolled with 12 or more credit hours in the residential program
- All full-time students living on or off campus
- All international students
- All full-time Athletes-intercollegiate or club teams
- All full-time Non-Athletes

All full-time residential registered students will be enrolled in the Student Assurance Services plan offered by Waldorf College for the 2015-2016 school year. A Hard Waiver will be required by each student who does not want or need this coverage. Hard Waivers are ONLY accepted by the Student Insurance Coordinator with proof of ADEQUATE health insurance. Please see Waldorf's definition of hard waiver and adequate below when deciding to waive.

#### To complete a Hard Waiver:

- A copy of both the front and back of the student's health insurance card must be sent to the Student Insurance Coordinator: (sending to anyone else on campus will not waive the SAS plan!)
  - E-mail address: [retlandb@waldorf.edu](mailto:retlandb@waldorf.edu)
  - Fax number: 641.585.8194
  - Mailing address: Student Insurance, 106 South 6th Street, Forest City, IA 50436
  - The Student Insurance Coordinator will then determine if the insurance is adequate.
  - For a student's health insurance to be considered adequate it must be accepted by providers in the Forest City, IA area that includes Mercy Systems and/or Mayo Systems. ER and/or Urgent Care only are NOT adequate to waive off the plan offered by Waldorf.

- If you belong to an HMO, be aware of restrictions and limitations for medical or pharmaceutical services provided outside your HMO territory. Most HMOs are not adequate to waive off the plan offered by Waldorf College, this includes the Kaiser plan.
- State Aid Health Insurance other than Iowa's Medicaid is not adequate to waive off the plan offered by Waldorf College. Insurance coverage purchased through the Health Insurance Marketplace may not be adequate to waive off the SAS plan.

You will then be notified if your current coverage is adequate or if you will remain on the offered plan if your e-mail address is on file.

The Student Assurance Services, Inc. plan is for 12 months of benefits with the low annual price of only \$1,721. We encourage you to compare Waldorf College's SAS plan to your current plan or shop for other adequate coverage. SAS's plan highlights are listed on Waldorf's website.

The Student Insurance Coordinator will gladly help you with your health insurance decisions by answering any questions you have or helping you research your current plan. Please e-mail any requests to [retlandb@waldorf.edu](mailto:retlandb@waldorf.edu).

### TERMS OF PAYMENT

At Waldorf College, you'll find that the Business Office staff stands ready to work with you to find a workable payment plan for each semester's bill. We're confident that we can find the best option for you and encourage you to contact us by phone at 641.585.8135 or at [studentaccounts@waldorf.edu](mailto:studentaccounts@waldorf.edu). In general, the amount owed to Waldorf College (after Financial Aid) for a specific semester is due according to the following schedule:

- Fall Semester: August 31
- Spring Semester: January 31
- Summer Semester: May 31

#### Payment Options:

1. **Payment in Full:** Payment is due August 31st for the fall semester balance that is not covered by financial aid and loans. Payment is due January 31st for the spring semester balance that is not covered by financial aid and loans.
2. **Deferred Payment:** Payment will be accepted with a monthly 1% finance charge added to the student's tuition account. This account must be paid in full to register for the following semester. The first payment is due August 31st.

By the act of registration, students accept the responsibility to pay the charges for the entire semester, regardless of the method or source of payment. Suitable payment arrangements must be made each semester before the third day of classes. Students who do not pay or make suitable payment arrangements for their semester bill will be placed on Business Hold and may not be allowed to attend class or participate in activities until payment or arrangements have been made at the Business Office.

The College reserves the right to withhold registration materials, transcripts, diplomas, and all other information regarding the record of any student who is in arrears in the payment of tuition, fees, fines, or any other amounts due the College including Perkins or Direct Student Loans. A student may be dismissed from the College for continued de-

linquency of financial obligations. Unpaid bills will be turned over to a collection agency. Collection and/or other finance charges must be paid by the student in addition to the unpaid amount before the College can release information as described in the preceding paragraph.

### BUSINESS OFFICE SERVICES

The Waldorf College Business Office provides the following services to students:

- Tuition, Room and Board Bills
- Negotiation of Payment Arrangements and Acceptance of Payments
- Tuition Deposit
- Student Insurance Information
- Dispersal of Work Study Checks
- Identification Cards
- Perkins Loan Information and Administration

Located on the second floor of Salveson Hall, the Business Office hours are:

- Monday to Friday 8:30 a.m. to 4:00 p.m.
- Other Hours by Appointment

Students may contact the Business Office during office hours at 641-585-8135 or by e-mail: [studentaccounts@waldorf.edu](mailto:studentaccounts@waldorf.edu).

### REFUND POLICY FOR RESIDENTIAL PROGRAMS

Application for withdrawal from all courses must be made to the Dean of Students and any refund will be based on the withdrawal date. Your withdrawal date will be determined by the College as (1) the date you began the College's withdrawal process or the date you officially notified the Registrar of your intent to withdraw; (2) the midpoint of the semester if you withdraw without notifying the College; or (3) your last date of attendance at an academically-related activity as documented by the College. Once you have completed more than 60% of the semester, there is no refund of tuition, board, or fees cost. If you withdraw from the College before completing 60% of the semester, you may receive a refund on tuition and board charges calculated as follows:

- The portion of your tuition and board charges you are entitled to receive a refund on is calculated on a percentage basis by comparing the total number of calendar days in the semester to the number of calendar days you completed before you withdrew. (The total number of calendar days in a semester shall exclude any scheduled breaks of more than five days.) For example, if you complete 30% of the semester, you would receive a refund of 70% of the tuition and board charges you were originally billed.
- There is no refund on fees, room costs or other incidental charges.

#### Iowa State Refund Exception

If, at any time, an Iowa student terminates a postsecondary educational program due to the student's physical incapacity or spousal relocation to another city, the terminating student shall receive a refund of tuition charges in an amount that equals the amount of tuition charged to the student multiplied by the ratio of the remaining number of calendar days in the school period to the total number of calendar days in the school period.

#### Military Deployment Policy

Waldorf College also has a policy to offer not less than the following options to a student who is a member, or the spouse of a member if the

member has a dependent child, or the Iowa national guard or reserve forces of the United States and who is ordered to state military service or federal service or duty

1. Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
2. Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.
3. Make arrangements with only some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded."

#### Return of Federal Title IV Financial Aid Funds Policy

As part of the Higher Education Amendments of 1998, Congress passed provisions governing what must happen to your Federal financial assistance if you completely withdraw from school in any semester. The policy governs all Federal grant and loan programs, including Federal Pell Grant, Federal Perkins Loan, Federal SEOG, Federal TEACH Grant, and Federal Direct Loans, but doesn't affect Federal Work-Study.

In general, the law assumes that you earn your Federal financial aid awards directly in proportion to the number of days of the term you attend. If you completely withdraw from school during a term, the school must calculate according to a specific formula the portion of the total scheduled financial assistance you have earned and are therefore entitled to receive up to the time you withdrew. If you receive (or the College receives on your behalf) more assistance than you earn, the unearned excess funds must be returned to the Department of Education. If, on the other hand, you receive (or the College receives on your behalf) less assistance than the amount you have earned, you may be able to receive those additional funds.

The portion of your Federal grants and loans you are entitled to receive is calculated on a percentage basis by comparing the total number of calendar days in the semester to the number of calendar days you completed before you withdrew. (The total number of calendar days in a semester shall exclude any scheduled breaks of more than five days.) For example, if you complete 30% of the semester, you earn 30% of the assistance you were originally scheduled to receive. This means that 70% of your scheduled awards remain unearned and must be returned to the Federal government.

Federal aid funds are returned in the following order, both by the College and the student: 1) Unsubsidized Federal Direct Stafford Loans; 2) Subsidized Federal Direct Stafford Loans; 3) Federal Perkins Loans; 4) Federal Direct PLUS Loans; 5) Federal Pell Grants; 6) Federal SEOG Grants; 7) Federal TEACH Grant; 8) Other Federal aid programs.

Once you have completed more than 60% of the semester, you can be said to have earned all (100%) of your assistance. If you withdraw from the College (either officially or unofficially) before completing 60% of

the semester, you may have to repay any unearned Federal funds that were already disbursed to you. For the Fall 2015 semester, the date you have earned 100% of your scheduled awards is October 26, 2015.

Your withdrawal date will be determined by the College as (1) the date you began the College withdrawal process or the date you officially notified the Registrar of your intent to withdraw; (2) the midpoint of the semester if you withdraw without notifying the College; or (3) your last date of attendance at an academically-related activity as documented by the College.

If you have received excess funds that must be returned to the government, the College shares with you the responsibility of returning those excess funds. The College's portion of the excess funds to be returned is equal to the lesser of:

- The entire amount of the excess funds, or
- Your total tuition and fee charges multiplied by the percentage of unearned funds.

If the College is not required to return all of the excess funds, you must return the remaining amount. Any loan funds that you must return must be repaid according to the terms of your promissory note. If you must return any grant funds, the law provides that the amount you must repay is to be reduced by 50%. This means that you only have to return half of any excess funds you receive. If the return of unearned Federal assistance causes any portion of your tuition and fees to become uncovered, you will be billed by the College. In such cases, you will be required to make arrangements with the Business Office to pay the balance. Refunds and adjusted bills will be sent to the student's home address on file in the Office of the Registrar following withdrawal. Students are responsible for any portion of the institutional charges that are left outstanding after Title IV and other funds are returned.

Any award money you do have to return is considered a Federal grant overpayment. You must either repay the amount due in full or make satisfactory arrangements with the Department of Education to repay the amount. You must complete these arrangements within 45 days of the date of the College's notifying you of your overpayment status or risk losing your eligibility for further Federal financial assistance. You may contact the U.S. Department of Education Claims Division at 800.621.3115.

#### **Return of Institutional Funds Policy**

If a student withdraws before the end of a term after receiving institutional financial aid payments, the percentage calculated under the College's formula for return of Federal Title IV funds to the student's account will be used to calculate the institutional return of funds amount. The only institutional funds that are exempt from this policy is Institutional Work-Study.

The portion of your institutional grants you are entitled to receive is calculated on a percentage basis by comparing the total number of calendar days in the semester to the number of calendar days you completed before you withdrew. (The total number of calendar days in a semester shall exclude any scheduled breaks of more than five days). For example, if you complete 30% of the semester, you earn 30% of the assistance you were originally scheduled to receive. This means that 70% of your scheduled awards remain unearned and must be returned to Waldorf College.

#### **Return of State of Iowa Funds Policy**

If a student withdraws before the end of a term after receiving state financial aid payments, the percentage calculated under the College's formula for return of institutional funds to the student's account must be used to calculate the state return of funds amount. The only state scholarship or grant program that is exempt from this policy is the State Work-Study Program.

## **RIGHTS AND RESPONSIBILITIES**

Upon registration, the student and his or her parents (or legal guardian) agree to accept the responsibility and legal obligation to pay all tuition costs, room and board fees, and other special fees incurred or to be incurred for the student's education. The College, in turn, agrees to make available to the student certain educational programs and the use of certain College facilities as applicable and described in this catalog. A failure to pay College bills releases the College of any obligation to continue to provide the applicable educational benefits and services, including statements of honorable dismissal, grade reports, transcripts of records, diplomas, or preregistrations. The student shall also be denied admittance to classes and the use of College facilities including housing. Under certain circumstances, student paychecks may be applied to unpaid balances.

## **FINANCIAL AID**

The primary purpose of the financial aid program at Waldorf College is to make it possible for qualified students who have financial need to bridge the gap between the cost of education and the family's ability to pay. A select number of scholarships and grants are available without regard to need. However, the College's financial aid program is designed to supplement the financial resources of students and their parents, not to replace them.

All students admitted to Waldorf College are eligible to be considered for financial assistance—either based on financial need, academic achievement, or special ability.

There are three basic types of financial aid: gift, loan, and work. Waldorf attempts in its preparation of financial aid to include a "package" of the various forms of aid, including both gift and self-help (loan and/or work). A variety of sources—including College-funded scholarships or endowments, or state and federal programs—will be used as applicable in preparing the aid award.

#### **Applying for Financial Aid**

Applying for financial assistance need not be a complex process, and students are welcome to consult with staff members of the Admission or Financial Aid Offices for assistance. The procedures to follow in applying for financial aid are:

1. Apply for admission and be accepted.
2. Ask to be considered for financial aid by checking the appropriate blank on the Waldorf Application for Admission. Preference is given to those who make early application.
3. As soon as possible after January 1, submit the Free Application for Federal Student Aid (FAFSA) listing Waldorf College (Code 001895). This form is available online at [www.fafsa.gov](http://www.fafsa.gov). A FAFSA form must be filed each year to re-qualify for financial assistance. Note this form is used to apply for the Federal Pell Grant and, for Iowa residents, the Iowa Tuition Grant. Descriptions of these programs are listed below.

4. Upon acceptance and receipt of the results of the FAFSA report, the College's Financial Aid Office will provide a financial aid award. Applicants may also be asked to submit a signed copy of both the student's and the parents' federal income tax returns. There is a FAFSA priority deadline of March 1 for federal and institutional funding.

## **COLLEGE-FUNDED GIFT AID**

Effective with the 2012-2013 academic year, all academic, athletic, and fine arts related gift aid funded by Waldorf College will be considered tuition designated gift aid. Students must be Full-time to receive Institutional Aid.

**Grants** are awarded to students on a need and no-need basis. In addition, Waldorf annually funds numerous Special Ability Awards.

**Academic Scholarships** are awarded to students who qualify. In order to be considered, students must be accepted for admission, enrolled full-time (at least 12 credits), and in good standing. (Please see [www.waldorf.edu](http://www.waldorf.edu) for more information.) Affinity scholarship recipients are not eligible.

**Special Ability Awards in Athletics, Music, and Drama** are available for students demonstrating high achievement and potential in any of these areas.

Auditions, high school records, portfolios, films, and recommendations are used to select the recipients. Students who wish to apply for Special Ability Awards should request a special application form when applying for admission, in the space provided on the Application for Admission.

**Dollars for Scholars Matching Funds** are awarded to students who receive local chapter scholarships. The College must be notified by August 15 prior to the student's period of enrollment in order to receive the matching funds. Maximum match is \$200.

**Waldorf Student Grants** are available to students not involved in athletics or fine arts activities.

**Waldorf Grants** are a need-based grant awarded to students that show high un-met financial need.

**Departmental Scholarships** are awarded only to incoming freshmen students with a 3.0 or higher GPA and are competitively selected by each Department. A Departmental Scholarship cannot be combined with a scholarship for athletics or fine arts. To remain eligible for a Departmental Scholarship in future awarding years, students must maintain at least a 3.0 GPA.

## **FEDERAL GOVERNMENT-FUNDED GIFT AID**

**Federal Pell Grants** of up to \$5,775 are available to students through the U.S. Department of Education. The actual amount of these awards is based on demonstrated financial need and may be affected by the actual appropriation by Congress. Application for the Federal Pell Grant is made by completing the appropriate questions on the FAFSA Application.

**Federal Supplementary Educational Opportunity Grants (SEOG)** are also disbursed by the College to students demonstrating the most need. The grant is usually \$500.

## **STATE OF IOWA-FUNDED GIFT AID**

**Iowa Tuition Grants** are funded by the State of Iowa to Iowa residents who demonstrate need and attend an independent (private) college in Iowa. The maximum award in 2015-2016 was \$1,860. Application for the Iowa Tuition Grant is accomplished by completing a FAFSA Application. The forms must be received by the processing center by the July 1 deadline. It is suggested the form be completed in February or March online at [www.fafsa.gov](http://www.fafsa.gov).

## **LOAN PROGRAMS**

Federal loans, both Perkins and Direct Stafford, require entrance and exit counseling sessions. Loan disbursements can not be made until the student has met the required entrance session and signed their Master Promissory Note (MPN). Perkins entrance sessions can be completed online at [www.mapping-your-future.org/student/](http://www.mapping-your-future.org/student/). Stafford Loans entrance sessions will be done on campus during orientation. Exit sessions for both Perkins and Stafford Loans are done on campus before the student leaves school. Direct Loan MPNs are completed at [www.studentloans.gov](http://www.studentloans.gov). Perkins MPNs are signed in the Business Office.

Transfer students who have had a Direct Stafford Loan before coming to Waldorf College do not need to attend another entrance session. They are required to attend an exit session before leaving school.

**Federal Perkins Loans (Perkins)** of up to the federal maximum of \$5,500 per year are available to students who show financial need. Since there is limited funding, Waldorf generally awards \$1,400 or less to our students. Perkins Loans are interest-free while the student is attending college at least half-time and for nine months thereafter. Part or all of such loans may be forgiven for various kinds of teaching service, nursing, medical technician, law enforcement, corrections officer, military in hostile area, or child/family service agency.

Five percent interest and minimum payments of \$40 per month are due nine months after the student leaves college or becomes less than a half-time student. Funds for this program are made available by Congress and repayment of previous loans made by past students.

**William D. Ford Federal Direct Stafford Loans**, up to \$3,500 for freshmen, \$4,500 for sophomores, and \$5,500 for juniors and seniors, may be available through Waldorf College. Students may also receive up to an additional \$2,000 in Federal Direct Unsubsidized Loans in addition to the above maximums. The federal government will pay the interest for the student while in college on a need-based subsidized loan. The student is responsible for all interest payments on an unsubsidized loan. The interest rate is a fixed rate of 4.29% on both subsidized and unsubsidized loans. Minimum payments of \$50 per month are due starting six months after leaving college.

For parents, the **William D. Ford Federal Parents' Loan for Under Graduate Students (PLUS)** is available. Please refer to award letter for more information. The parent must also sign a Master Promissory Note at [www.studentloans.gov](http://www.studentloans.gov).

## **WORK PROGRAMS**

Part-time jobs on campus are held by almost half of the students at Waldorf. These positions are located in virtually all the functional areas of the College, with widely varied responsibilities.

Many students also seek part-time employment in the community of Forest City. Many local businesses use the service of the Financial Aid Office to seek Waldorf student employees.

## STUDENT CONSUMER INFORMATION

The following information is available and may be requested from the Student Financial Aid Office regarding the rights and responsibilities of students who are applying for or receiving any financial assistance in the following programs: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work-Study, Federal Perkins Loan, Federal Stafford Loan, and the Iowa Tuition Grant.

- Continued eligibility for aid
- Satisfactory academic progress
- Methods and means of aid payments
- Responsibility of student repayment of loans and grants
- Terms and conditions of work-study employment
- Costs of attending the College
- College refund policy of prepaid tuition or fees and examples of such
- Draft registration compliance laws, for TITLE IV funds

The Director of Admissions or the Director of Financial Aid may be contacted for the above student consumer information at 641.585.8120 or 1.800.292.1903.

# Academic Information

## DEGREE PROGRAMS

Waldorf College is an academic community committed to providing students with many options for their education. Waldorf baccalaureate programs allow students to concentrate in depth on their chosen major and to be well-prepared for their future careers.

The major programs currently offered at the college are:

### Biology (B.A./B.S.)

- Cell Molecular
- Conservation Biology
- Organismal Biology
- Pre-Professional

### Business (B.A.)

- Finance/Banking
- Management
- Marketing

### Communications (B.A.)

- Digital Media
- Graphic Design
- Journalism
- Public Relations

### Creative Writing (B.A.)

### Criminal Justice (B.S.)

### Education (B.S.)

- Elementary Education
- K-6 Elementary Education Endorsement
- K-8 Mathematics Endorsement
- K-8 Music Endorsement
- K-8 Reading Endorsement

- K-8 Science Concentration
- K-8 Spanish Concentration
- K-8 Special Education Endorsement
- K-8 Theatre Concentration

- Secondary Education
  - 5-12 Biology Endorsement
  - 5-12 English Endorsement
  - 5-12 Health Endorsement
  - 5-12 History Endorsement
  - 5-12 Math Endorsement
  - 5-12 Reading Endorsement
  - 5-12 Special Education Endorsement
  - 5-12 Speech/Theatre Endorsement
- Music Education
  - K-12 Endorsement
- Physical Education
  - K-12 Endorsement
- Coaching Endorsement/Authorization

### English (B.A.)

### Foundations of Education (B.A.)

### History (B.A.)

- History
- Political Science

### Music (B.A.)

- Arts Management
- Church Music
- Vocal/Instrumental/Piano/Organ Performance

### Psychology (B.A.)

### Sport Management (B.A.)

### Theatre Arts (B.A.)

- Arts Management
- Design
- Musical Theatre
- Performance
- Playwriting
- Scholarship

### Wellness (B.S.)

- Children's Wellness
- Exploratory
- Fitness Management
- Pre-Professional
- Strength and Conditioning

Minors are also available in most of the fields listed above. Waldorf is one of only three colleges in the U.S. to offer a Shakespeare minor (see the Theatre section of this catalog). There is also a Math minor (see the Math section of this catalog), and a Social Science minor. The Social Science minor requires the completion of 21 credits beyond the 9 credits required in the core. Three credits must be from History or Geography; 3 credits must be from Political Science or Economics; 3 credits must be from Sociology or Psychology and 12 additional credits in one or two of these specialty areas must be taken.

Waldorf is a four-year residential college offering an Associate in Arts, Bachelor of Arts, and Bachelor of Science degree in the majors listed

above. The pages that follow provide information about the degree requirements and academic policies of the college. The Waldorf faculty and staff are ready to help you in any way they can to make your transition to the college years as smooth and enjoyable as possible.

## DEGREE REQUIREMENTS

### The Core

All Waldorf degrees require a common "core" of studies in the liberal arts. The faculty believes that students should obtain a broad exposure to many different subject areas as well as continue to develop the basic skills of learning. Through core courses, the faculty hopes to develop the knowledge, skills, and attitudes characteristic of liberally educated persons. In addition, a student should learn some of the major questions asked by each discipline, the methodology used by each discipline to seek answers to the major questions, and to have some basic core knowledge in each field. The Waldorf faculty has placed special emphasis on developing communication skills (reading, writing, speaking), critical thinking skills, global awareness, and wellness.

### The Bachelor of Arts Degree (B.A.)

- Requires completion of the core curriculum (40-42 credits)
- Requires completion of the required courses in a major field (40-50 credits)
- Requires grade of C- or higher in all coursework in the major
- Requires completion of additional courses (including any supporting courses required by the major in other departments) to a total of 124 credits depending on the major
- Requires 2.00 cumulative grade point average in work done at Waldorf College (some majors may require a cumulative GPA higher than a 2.00)
- Requires that 40 percent of the courses presented for graduation be at the 300-400 level

### The Bachelor of Science Degree (B.S.)

- Requires completion of the core curriculum (40-42 credits)
- Requires completion of the required courses in a major field (50-60 credits)
- Requires grade of C- or higher in all coursework in the major
- Requires completion of additional courses (including any supporting courses required by the major in other departments) to a total of 124 credits depending on the major
- Requires 2.00 cumulative GPA in work done at Waldorf College (some majors may require a cumulative GPA higher than 2.00)
- Requires that 40 percent of the courses presented for graduation must be at the 300-400 level

### The Associate in Arts Degree (A.A.) (Not eligible for Federal Title IV funding)

Students who are working toward a Bachelor's Degree at Waldorf College may be awarded an Associate in Arts Degree if they: a) have completed the requirements for an Associate in Arts Degree as stated in the Waldorf College Catalog and b) petitioned the Registrar for the degree.

- Requires completion of the core curriculum (40-42 credits) with the exception of a 300-400 level Religion course
- Requires completion of additional courses to a total of 64 credits
- Requires 2.00 cumulative grade point average in work done at Waldorf College

## MAJORS AND MINORS

### Major

A major is intended to permit students to study a particular discipline in some depth. It consists of courses numbered at the 100-200-300-400 level and completed in a manner specified by the faculty of the department. Lower division (100-200 level) courses provide a basis for understanding more advanced upper division (300-400 level) courses.

At Waldorf College, a major leading to a BA degree consists of no less than 40 credits and no more than 50 credits (as a guideline). A BA degree limits the size of a major so as to encourage students to explore other fields of study. A major leading to a BS degree consists of no less than 50 credits and no more than 60 credits. The BS degree intentionally goes into greater depth in a particular field at the expense of some of the broadening opportunities of the BA degree. The credit total listed above for the BA and BS degrees includes only courses offered within the department. It does not include supporting courses in other departments required for completion of the major.

A major at Waldorf College must have 40% of the required courses at the 300-400 level.

Some majors contain several tracks that allow some specialization according to the student's interest. A major with tracks often has a defined core of departmental courses that are common to all the tracks. Many majors require supporting coursework in other departments which are needed to give the student adequate background to be proficient in the major. Prerequisites are courses that must be taken prior to taking another course. A course with prerequisites typically assumes knowledge and understandings gained in the prerequisite courses.

Declaring a major is done formally no later than the end of the sophomore year by notifying the Registrar's Office at the time of registration. A student must be making normal progress toward graduation as defined in the Waldorf catalog to be admitted to a major. A faculty member in the major will typically be assigned as an advisor to the new major. Obviously there is no restriction on a student deciding on a major from the time he/she enters Waldorf College, but it is made official only via this formal declaration.

To graduate from Waldorf College, one must attain a cumulative 2.00

GPA in all work done at Waldorf College and must have a 2.00 in the major to graduate and a 2.00 in the minor to have it recorded as a minor on the transcript. Some majors may have more stringent GPA requirements.

### Double Major

Students at Waldorf may elect to double major by declaring a second major and arranging for a second academic advisor. To complete the double major, all the requirements for the second major must be completed before all graduation requirements for the primary major, core, and credit requirements are met (those stated above). If a student completes the graduation requirements with the primary major prior to taking all requisite courses for the second major, they will be required to graduate with a single major per federal mandate.

For students that elect to double major in programs of different degrees (i.e. one major is in a B.A. program and the second major is in the B.S. program), the degree conferred would be that of the primary major.

**Minor**

A minor is intended to give a representative sampling of the field of study or to provide the basics needed by a student studying in another major. A minor field of study at Waldorf College contains no less than 20 credits and no more than 24 credits (as a guideline). Generally, all credits for a minor are earned within the same department. A minor has to be declared no later than the time of sign-up for graduation.

**SPECIAL PROGRAMS****The Honors College**

The Honors College provides programs which serve the needs of motivated and academically successful students. It offers honors courses, honors sections of required courses, special seminars, independent research opportunities, trips to regional cultural events, and the overseas World Trip.

Entrance to the Honors College from high school requires at least a 3.5 GPA and/or a 24 ACT composite score. Other promising students who seek intensive and alternative forms of learning may be invited to join the college by the Honors Director. These students should request additional information from the Admission Office. Students currently enrolled at Waldorf College may join the Honors College if they have a 3.5 cumulative GPA. This grade point must be maintained in order to remain an honors student. Enrolled students should inquire about membership at the Honors College Office, Thorson Hall, Room 236.

First-year Honors students enroll in Honors/English 106 their first semester and Honors/English 107 their second semester. The Honors/English 106 and 107 sequence replaces the two Composition courses (ENG 120 and 121) and the literature course (ENG 250) required of all Waldorf students. Students should also enroll in the Honors section of Religion 205H.

Honors College members are eligible to take any honors courses offered at Waldorf without prior approval; they are invited to all activities sponsored by the Honors College for its whole membership; and they complete their degrees as graduates of the Honors College at Waldorf.

A student who is not a member of the Honors College may take honors courses if the student has at least a 3.00 GPA and has the permission of the instructor and the Director of the Honors College.

**Waldorf Scholars**

Honors College students who maintain a 3.5 cumulative GPA and who wish to undertake a special course of academic work and study may be eligible for Waldorf Scholar status and for the World Trip.

To be designated a Waldorf Scholar, a student must have completed, with a minimum final grade of B, Honors/English 106 and 107, Honors Religion 205, Honors 200, three Honors Colloquia (1 credit each, HON 279, 289, and/or Honors World Trip 399), and an independent research project (HON 499: Honors Thesis, 1 or 2 credits) with a faculty advisor of their choosing. They must present the results of their research at a public venue such as Waldorf's annual academic conference, Inquirere, and they must turn in to the Honors College Director a publishable copy of their final paper or project.

Students who are successfully making progress towards Waldorf Scholar Status are eligible, if they choose, to enroll for the Honors World Trip. The biannual World Trip is a voyage abroad accompanied by Waldorf

faculty. This trip is partially subsidized by the college in honor of its Waldorf Scholars.

**ACADEMIC ASSISTANCE PROGRAMS****The Academic Achievement Center**

The Academic Achievement Center for Excellence (AACE) provides academic services to all Waldorf College students. These services include tutorial services, educational training, learning style assessments, academic advising, study rooms, computer network access, printer access, and a professional, responsive staff to assist with student academic achievement at Waldorf while helping create lifelong learners to benefit the world. The goals of the program are to provide students with the academic skills and knowledge needed to graduate from Waldorf and continue to be successful lifelong learners.

**The Academic Support Program (ASP)**

This program is available and recommended for any student who experienced limited academic success in high school, who did not take a full college preparatory class load, or anyone who is interested in developing better college study skills.

Some incoming students may be required to participate in the ASP as a part of their conditional acceptance to Waldorf. Incoming students will be limited to 14 credit hours in their first semester to promote academic success and implement the presented academic strategies.

Students who are placed on academic warning are required to participate in this program as a condition of their continued enrollment in the college.

A fee is charged for participation in the ASP due to the cost associated with the additional services provided and administrative costs incurred with running the program.

**The Learning Disabilities Program (LDP)**

This program is available for students with a diagnosed learning disability who wish to access services provided through the LDP that include services above and beyond that of just receiving appropriate accommodations related to a disability. Some of the services provided in the LDP include: specialized academic advising, individual tutor sessions with former education professionals, learning style assessments, instructional strategy implementation and advising, LDP orientation, priority registration, academic progress monitoring, and professor notification of required accommodations. Incoming freshmen in the LDP will be limited to 14 credit hours in their first semester to promote academic success and implement learned instructional strategies in a college setting.

Students wishing to participate in the LDP should contact a Learning Disabilities Specialist as soon as possible to reserve a spot in the program. There is a fee for each semester the student participates in the LDP.

**Directed Study (Must Submit Syllabus)**

A directed study is a permanent catalog course delivered on an individual basis when the course is not offered during a specific semester. Directed studies may be approved under extenuating circumstances to provide an opportunity to complete a required course. Students must demonstrate that they are unable to participate in the course prior to their expected graduation date, if it is not taken when normally offered. A fee per semester credit hour will be charged for a directed study in addition to the normal tuition rate (See fees and tuition rates for details).

**1. Qualifications and Limitations:**

- At least sophomore standing (Honors students are eligible as second-semester freshmen).
- A cumulative grade point average (CGPA) of 2.00 or higher.
- Approval from the course instructor, Department Chair, the Academic Dean/VPAA, and the Registrar on the Directed Study Agreement form.
- Directed study may not be taken to replace a "D" or "F" grade for a course in the regular curriculum.
- No more than two courses of directed study may be applied to meeting the degree requirements. Exceptions may be granted by special request for Honors students with the Academic Dean/VPAA and Registrar approval.
- Registration after the published registration dates is not permitted.

**2. Policies and Procedures Concerning Instruction and Grading:**

- The minimum number of student/instructor meetings/contact hours is once a week. Students must plan on 3 hours a week per credit of time on task.
- The instructor of a directed study may use written reports, written or oral examinations, or a combination of these to evaluate the student's work. A final examination may be given.
- There can be no change in the basic content of the course. The level, subject code description, title, grading policy, credits, and course contact hours cannot differ from the permanent course.
- Directed studies must be undertaken within the same academic term in which they are registered.
- The directed study form and approval must be submitted by the student to the Registrar's Office no later than the last day to add a class for the semester. Partial or late applications will not be processed.

**Independent Study (Must Submit Syllabus)**

An independent study provides an opportunity for a capable student to do special work under individual supervision in an area not covered by regular course offerings. Students should be able to demonstrate the qualities necessary for interested and intensive inquiry where extensive research and project work can be completed. The student has the primary responsibility for the course and the course work involved. A fee per semester credit hour will be charged for an independent study, in addition, to the normal tuition rate (See fees and tuition rates for details).

**1. Qualifications and Limitations:**

- At least sophomore standing (Honors students are eligible as second semester freshmen).
- A cumulative grade-point average (CGPA) of at least 3.00 or higher.
- Completion of at least one regular course with a grade of B- or above in the discipline of the independent study unless special permission is received from the course instructor, Department Chair, and the Academic Dean/VPAA.
- Approval of the course instructor, Departmental Chair, the Academic Dean/VPAA, and the Registrar on the Independent Study Agreement Form
- Independent study may not be taken to replace a "D" or "F" grade for a course in the regular curriculum.
- Independent study may not be taken to replace a required degree or core curriculum course.

- Independent study may not be taken instead of, or to modify a regular course offered by any given department.
- No more than 12 semester credits of independent study may be applied to meeting the degree requirements. Exceptions may be granted by special request for Honors students with the Academic Dean/VPAA and Registrar approval.
- Registration after the published registration dates is not permitted.

**2. Policies and Procedures Concerning Instruction and Grading:**

- A minimum of three faculty-student conferences are required per semester credit for each independent study. Students must plan on three hours a week per semester credit of time on task.
- A paper or research paper is required.
- Independent studies must be undertaken within the same academic term in which they are registered.
- The independent study form and approval of the study must be submitted by the student to the Registrar's Office no later than the last day to add a class for the semester. Partial or late applications will not be processed.

**Internships**

Internships are designed to give students practical experience in the field of their choice by placing them in a professional setting. Students in many BA/BS majors are required to complete at least one internship experience in a professional setting tailored to the student's career interests (see requirements for individual programs for verification). Workplace internships that are part of academic programs at Waldorf College all follow a common process, although the academic requirements may vary depending on programs.

Students have the primary responsibility for finding and applying for internships. They also need to work with their faculty academic advisor and the Career Planning Center for assistance with requirements for internship documentation (see additional description of the process and documentation requirements below).

A minimum of 25 hours of work is required for each credit hour awarded for an internship. For example, 50 hours of work would count for two credits. 75 hours would be the minimum required for three credits. Unless otherwise noted in a program's requirements, internships are graded on a pass/fail basis.

Internships typically range from four to nine credits, depending on the student's academic major. In order to comply with federal regulations governing financial aid, internships are required to be completed during the semester to which they have been registered. Other components of the process are also the result of federal or state regulations governing financial aid or workplace issues, and Waldorf or the student may not have the ability to change or waive them.

*Note: Online submission of documentation using digital forms may replace paper submissions during the 2015-16 academic year, and students will be informed when that becomes available.*

**Internship Process and Documentation Responsibility of the Student**

- Identify and contact the potential internship site and supervisor.
- If internship site is outside of the state of Iowa, inform the Internship Coordinator at the Career Services Center so that verification of the site's availability can be determined.

- Provide site and supervisor information to department or program advisor.
- When an internship is unpaid, obtain a copy of the Department of Labor's regulations on unpaid internships (Fact Sheet #71) from Career Services or the student's program advisor and provide that to the internship site/supervisor before the internship begins.
- If student is non-US citizen, work with the Internship Coordinator and International Student Coordinator to prepare and submit required ICE documentation.
- Complete and submit the Internship Learning Agreement to the internship advisor.
- Provide a copy of the student's health insurance card to the Career Services Center.
- Attend an Internship Information Session provided by Career Services or the student's department.
- Two weeks after beginning of internship submit internship hours log sheets to department or program advisor.
- After internship ends, within two weeks, submit final log sheets, supervisor evaluations and any other required documents/assignments to the department or program advisor.

### **Responsibility of the Department and Faculty Advisor**

- Notify students about internship requirements within programs and any changes that are made to those requirements.
- Verify suitability of potential internship sites and supervisors identified by students.
- Advise students as they plan their internships, including registration/enrollment for credit (if a credit bearing internship).
- Review final log sheets, supervisor evaluations and any other required documents/assignments required by the department.
- Submit the final evaluation/grade (if credit bearing) to the Registrar's office. IP grades may be entered for summer internships, and final grades may be submitted later when the advisor deems appropriate. Please consult with the Registrar's Office for details regarding IP grades and/or grade submission questions.

### **Special Programs for Advanced Students**

Advanced placement opportunities are available for honor students and those who want accelerated programs in certain areas.

High ability students in English, judged by an English ACT of 26 and excellent high school English records, are encouraged to consider a special section of honors freshman English, ENG 106.

Several entrance levels are available for students who are especially advanced in such areas as mathematics and science.

Students may obtain advanced standing by test-out procedures in certain areas. High ability students may use the independent study program to explore, or study in depth, areas of particular interest.

### **Academic Credit for College Equivalent Learning (ACCEL)**

An individual with significant experience in the workplace or in other than college-sponsored training programs may be eligible to convert the knowledge obtained from that experience into academic college credit when it is equivalent to learning that takes place in the classroom. Applicants for ACCEL credit must have completed the admissions process before applying for credit. Interested individuals should contact the Registrar for an ACCEL advisor who teaches the equivalent course. The advisor will explain the necessary portfolio materials. When the applicant has completed the documentation for the experience and

the advisor has given preliminary approval, the portfolio will be viewed by a temporary committee for quality assurance. The Committee will be composed of the Registrar, the ACCEL advisor, and another faculty member of the department for which credit is requested.

If the experience is approved, credit will be given but not a grade. There is a \$50.00 per course fee for the credit to be put on the student's transcript.

### **Advanced Placement (AP) Program**

Credits from Advanced Placement courses in which at least a "3" has been earned on the final examination are accepted by Waldorf. A maximum of three courses will be accepted.

### **Foreign Language Waiver**

Students in majors that require Foreign Language for their degree must receive department approval for a waiver of the requirement.

### **College-Level Examination Program (CLEP) and DANTEs Subject Standardized Tests (DSST)**

The College-Level Examination Program and the DANTEs Subject Standardized Tests provide students the opportunity to earn credit outside the classroom by demonstrating academic achievement through examination. Waldorf grants credit for both subject and general examinations of CLEP and DSST with the stipulation that the departments concerned will determine the course credit allowed and the score to be achieved to be acceptable.

### **Veterans Programs**

Waldorf College is approved for veterans benefits by the Iowa Department of Education, Veterans' Education Section.

An application-for-admission form may be secured from the Office of Admissions. This should be completed and returned to the college as evidence of a desire to enroll. A copy of a transcript of high school credits and a record of any additional training are required to complete the application for admission. (Upon acceptance a \$100.00 deposit is required.) The form for applying to the Veterans Administration for certification for training may be secured from any office of the Veterans Administration. A veteran is not entitled to educational benefits until he has been properly certified to the college for such training.

Credit for other military training may be available. Credits will be based upon the American Council on Education (ACE) guide and will be awarded only when they can be equated to courses which are currently in the College course listing and then only when they also apply toward the student's degree at Waldorf.

Veterans should consult with the Veterans Administration as well as with the Registrar concerning their privileges and responsibilities under federal legislation.

## **ACADEMIC POLICIES**

### **Student Responsibility and Academic Advising**

Students have ultimate responsibility for planning their academic program to assure they have met the degree requirements for graduation from Waldorf. However, the Registrar's Office, departmental and division heads, and the student's academic advisor are prepared to assist in assuring that appropriate course work is undertaken and requirements fulfilled.

### **Student Arrival/Report Date**

The deadline for a new student to enroll for full-time status is the first day of the semester. The Admissions and Academic Progress Committee may waive this requirement during the drop/add period of the semester.

Enrolled students who have not attended classes during the first week of the semester will be withdrawn from the college. Exceptions to the policy may be made upon approval of the Vice President for Academic Affairs.

### **Registration**

Incoming students who have been accepted for admission are sent an invitation to register by appointment with the Registrar. This process begins the early part of May. Returning students generally register for the fall semester during April and for the spring semester during November. Registration is generally on a first-come first-served basis; however, upper division students are given preference, then sophomores, then freshmen, in order to meet graduation requirements.

Students who wish to audit a course(s) must register in the same manner as for a regular course but pay a reduced fee. If the decision to audit occurs after the course(s) has begun, it must be done within two weeks following the scheduled midterm date; however, there will be no change in fees as a result.

*Registration may be put on hold until the student's account is settled with the Business Office and all health forms are completed and turned in. Until such settlement is made, the student is not permitted to register or attend classes.*

### **Academic Load**

Sixteen semester hours including physical education, athletics, and music activities constitutes a normal program of study. Regularly enrolled students may register for 12 to 17.50 semester hours. After the first semester of attendance, those who have maintained high rank in scholarship may request permission from the Dean of the College to enroll for more than 17.50 semester hours. Seldom is permission given to register for more than 20 semester hours. An additional charge of \$550 per credit hour is made for each hour in excess of 17.50 for a single semester.

A student who is registered for fewer than 12 semester hours is classified as a part-time student. Some financial aid is available for part-time students, if qualified.

If it is apparent that a student is not profiting from attendance, the Vice President of Academic Affairs may dismiss a student without any waiting period.

### **Waldorf Online Courses**

In order to assist students in becoming familiar with the fundamentals of completing courses via an on-line environment, Waldorf College offers its residential students the opportunity to learn via Waldorf College On-line. Residential students may use Waldorf College On-line courses toward their residential load under the following circumstances:

### **Eligibility**

- Residential students must have a sophomore level status. First semester residential students may not participate regardless of class status.
- Residential students must have a minimum CGPA of 2.5 or higher.
- Residential students must be actively enrolled in 12.0 or more residential credits.
- Residential students may participate in one on-line course per academic year (fall-spring) unless the course is part of a hybrid/blended degree. Courses offered during the Summer semester are exempt from the course limitation rule.
- Residential students may not participate in any similar course where a grade of F was received in either residential or on-line delivery, unless the course is part of a hybrid degree (i.e.: Fire Science Administration).
- Any on-line courses offered residentially in a particular semester should be taken residentially.
- Exceptions to the policy may be made with approval from the VPAA, the Registrar, and the residential department chair for the area in which the course is offered.

Waldorf College On-line courses are delivered over the Internet through an asynchronous learning network (Blackboard Learning Management Systems (LMS)). There is a pre-scribed schedule for completion for each of the courses offered. Support materials and course information for each Waldorf On-line courses are sent to the student via their college e-mail address. These materials may include course syllabus, textbook information, and other printed documents required for the course. Students are assigned a cohort group for each on-line course. On-line interaction within their assigned cohort and with the instructor is through discussion boards, message boards, private messages, and e-mail systems.

Any residential student who registers to participate in a Waldorf On-line course will be assigned a unique log-in identifier and password. The identifier and password will be sent via e-mail to the student's Waldorf College e-mail account on file.

Residential students must file a completed Residential On-line Participation Application with the Registrar's Office no later than two weeks prior to the Waldorf College On-line Term. Please contact the Registrar's Office or <http://www.waldorf.edu/Online/Academics/Term-Course-Schedule> for details regarding available courses and approved on-line terms for residential students.

### **On-line Student Preparation**

Prior to starting any of the Waldorf On-line courses taught via the Internet in any program, the student is required to complete the on-line student orientation, which describes the protocols the student must follow when participating in the on-line course. This course is considered essential to the success of the student and is a mandatory requirement for participation in the Waldorf College On-line program. Non-participation in the on-line orientation session will result in the cancellation of the student's on-line course registration.

### **Student Equipment**

The student is responsible, at his or her expense, for providing all supplies and equipment needs for the student's use in the Waldorf College On-line courses. The student equipment includes, without limitation, a

computer, software, Internet service, and an e-mail account. In order to assist students whose access to their student equipment is disrupted, the school will, at its discretion, make available certain computers, associated peripheral equipment and Internet access at the college for use by those students.

*Computer, Software Requirements and Specifications, and Internet Service*  
The computer, software, and Internet service must satisfy the following specifications

- Access to the Internet, personal or public, with an approximate download speed of 5Mbps and an approximate upload speed of 5Mbps.
- Operating System: Windows XP or later; Mac OSX10.5 or later
- Software: Such as Microsoft Word, Excel, and PowerPoint, capable of saving files in .doc, .docx, .xls, and .ppt
- Plug-ins: Java, Acrobat Reader, Quick Time, Flash Player
- Internet Browser: A list of certified and compatible browsers can be found at the following site: <http://kb.blackboard.com>

#### *Additional Technology Requirements*

Additional technology requirements may be required in some programs of study. Specific requirements are noted in the Course Description of courses requiring additional technology. Should Waldorf College implement virtual, third-party proctoring technology to administer final examinations, a webcam with audio capability will be required. Waldorf College reserves the right to update technology requirements, including both hardware and software, throughout the duration of the program. Waldorf strives to be innovative in its curriculum delivery to support student engagement in coursework.

#### *Technical Support*

Technical Support services are available and offer a variety of support services including desktop support, diagnostics, and Blackboard support. Students encountering technical difficulty are encouraged to contact the Waldorf Help desk at 877.399.1063.

#### **Classification of Students**

Sophomore standing is given to a student who has earned 26 semester credits. Junior standing is given to a student with 54 credits, and Senior standing to a student with 86 credits. Students not entered on a degree program are listed as unclassified students.

#### **Grading**

One semester credit represents the equivalent of one lecture period per week for a semester. For the purpose of averaging grades, numerical values (grade points) are assigned to each grade as follows:

<b>Grade Points</b>		
Grade	Interpretation	Per Credit
A	Superior	4.00
A-		3.70
B+		3.30
B	Above Average	3.00
B-		2.70
C+		2.30
C	Average	2.00
C-		1.70
D+		1.30
D	Below Average, Passing	1.00
D-		.7

F	Failure	0
I	Incomplete	0
IP	In Progress	0
W	Withdrawal from course by permission	0
* or R	Retake	0

An F can only be removed from the transcript if the student repeats the course at Waldorf and earns a higher grade.

The incomplete grade "I" is a temporary grade indicating that work for the course is not complete. Instructors may assign an incomplete grade in a course that the student cannot complete on time due to extenuating circumstances\*, such as major illness or a death in the family, by filing an Incomplete Grade Request form with the Registrar's Office prior to the end of the current grading period. A grade of "I" may not be granted to a student whose work has been unsatisfactory or who has failed to submit a majority of the assignments (i.e., postings, responses, written assignments, references, etc.) by the end of the course. The date by which a student must complete a course is determined by the course instructor, but may not be more than seven weeks following the end of the semester in which the incomplete grade was awarded. If a student fails to complete the work satisfactorily within the allotted time, the grade is changed to failing grade "F." In some extenuating circumstances, requests for an extension beyond the seven weeks should be made, in writing, to the Vice President of Academic Affairs (VPA) prior to the previously approved deadline. Both the instructor and student must agree to the extension. Students requesting incompletes in more than one course must receive special permission from the Vice President of Academic Affairs (VPA).

*\*The grade of "I" may be awarded only at the end of a term, when all but a minor portion of the course work has been satisfactorily completed. The grade of "I" is not to be awarded in place of a failing grade or when the student is expected to repeat the course; in such case, a grade other than "I" must be assigned. Students should make arrangements with the instructor to receive an incomplete grade before the end of the term.*

An "In-Progress" grade is given for a course that is taught in semester sequence in which the grade is assigned at the completion of the entire sequence. The course is given credit each semester in terms of course load credit for enrollment purposes but the student does not receive credit towards graduation until the course has been completed. An In-Progress grade may not be considered passing for the purposes of determining academic standing, federal financial aid eligibility, athletic eligibility, and other purposes. Should the student request or receive an incomplete grade during the sequence of courses, the student would follow the guidelines and policies surrounding an incomplete grade. If a student fails to complete the work satisfactorily within a period of one calendar year from the initial course registration, the grade is changed to an incomplete grade of "I" and the guidelines and policies surrounding an incomplete grade would apply.

The following types of courses are authorized to utilize the "IP" grade designation:

- Internships, including those with practicums (All Majors)
- Thesis (All Majors)
- Seniors Shows and Portfolios (Art Majors)
- Student Teaching/Clinicals (Education Majors)
- Recital/Concert (Music Majors)

Exceptions may be granted by special request with written submission to the Academic Dean/VPA and Registrar.

The grade W indicates that permission was granted to withdraw from a course for which the student was registered. The student must submit a completed Course Withdraw Form to the Registrar's Office prior to the last day to withdraw from a class date as listed in the catalog.

#### **Pass/Fail Grading**

The primary purpose of the Pass/Fail Grading Option is to encourage students to enroll in courses in areas they would normally avoid because of lack of background. Twelve (12) credits may be taken Pass/Fail (does not include internships); no courses may be taken Pass/Fail from a student's major (includes teaching endorsements/concentrations) or the Core Curriculum; one (1) course from a student's minor may be graded Pass/Fail; Pass/Fail grading is not available for Freshmen; the grade P or F will be recorded on the transcript; a grade of P indicates that a grade of C- or higher was earned and is used for credits but not for determining grade point average; a grade of F indicates that a grade of D+ or lower was earned and is not assigned credits but is used for determining the grade point average; the student must authorize Pass/Fail grading with the Registrar's Office by the end of the drop/add period for the semester; the student may change from the Pass/Fail grading option through the withdrawal date for the semester. Certain courses are designated only Pass/Fail by a department.

#### **Dean's List**

Full-time students who have attained a grade point average of 3.50 or better and have completed a minimum of 12 credits will be included on the Dean's Honor List for the semester.

#### **Graduating With Honors**

Special honors are awarded to Bachelor level students at the time of graduation in recognition of high scholarship. These are designated by the terms cum laude (with distinction), magna cum laude (with high distinction), and summa cum laude (with highest distinction). The honor is conferred cum laude on those who have a cumulative grade point average of 3.50 to 3.69; magna cum laude on those who have an average of 3.70 to 3.89; and summa cum laude on those who have an average of 3.90 or above.

#### **Academic Support Program**

Students who have a high school cumulative GPA below 2.0 or a low composite ACT score are admitted under the Academic Support Program and required to pay a fee for their first semester in the program. Students must meet the minimal progress standards and guidelines set by the college. Any student who does not meet these standards at any time while at Waldorf College will be required to follow the policy and procedures set forth in the minimal progress standards.

Students on academic warning are automatically placed into the program and assessed a fee.

If it is apparent that a student is not profiting from attendance, the Vice President of Academic Affairs may dismiss a student without any waiting period.

#### **Satisfactory Academic Progress**

Full-time students must earn the minimum cumulative grade point average (CGPA) and minimum cumulative credits\* listed below to continue enrollment and receive financial aid:

	CGPA	Credits
End of First Semester	1.80	12
End of Second Semester	1.90	24
End of Third Semester	1.95	36
End of Fourth Semester	2.00	48
End of Fifth Semester	2.00	60
End of Sixth Semester	2.00	72
End of Seventh Semester	2.00	84
End of Eighth Semester	2.00	96
End of Ninth Semester	2.00	108
End of Tenth Semester	2.00	120

*\*Credits pertain to successfully completed courses which apply toward the degree. Successful completion is defined as earning a grade of A, B, C, or D. Grades of F, W, I, IP or AU do not constitute successful completion. Developmental studies (DEV) courses with a course number below 100 do NOT apply toward graduation.*

A student must complete a minimum of 67% of their coursework in order to maintain satisfactory academic progression (SAP). Students are evaluated at the end of every semester for SAP. Students who have not met the conditions for satisfactory academic progress will be placed on academic SAP warning for the following semester. Students on SAP Warning status will continue to be eligible to receive federal aid for this additional semester. Students on SAP Warning status who fail to meet SAP standards at the end of the semester will be dismissed from the college.

*If a student has less than a 1.00 GPA and less than 10 credits after the first semester, the student will be dismissed from the College.*

All students on academic SAP warning must take part in the Academic Support Program (ASP). If the student does not attain the minimum cumulative grade point average (CGPA) or the minimum cumulative credits by the end of the warning semester, the student will be dismissed from the College.

The full-time student may submit a formal, written appeal of the dismissal to the Academic Progress Committee. The appeal must include the reason(s) why the student failed to meet satisfactory academic progress and what will change to allow the student to meet the standards at the next evaluation. The committee will make one of the following decisions regarding the student's appeal:

- The appeal will be denied: the student will be dismissed academically and no longer be eligible for financial aid.
- The appeal will be granted and the student placed on Academic Probation for one semester; the student should be able to meet satisfactory academic progress by the end of the probationary semester. If the student does not meet satisfactory academic progress at the end of the probationary semester, the student will be dismissed.
- The appeal will be granted and the student will be placed on an Academic Plan because satisfactory progress cannot be met within one semester. The Academic Plan, monitored on an individual basis, will ensure that the student will be able to meet satisfactory academic progress by a specific point in time, will have set conditions, and can be evaluated at whatever periods as determined by the plan or at a minimum at the end of every semester. The student will be dismissed if he/she fails to meet the conditions of the Academic Plan.

Students on academic probation may be required to retake courses in which "F" or "D" grades were received, take a reduced credit-load, become involved in special programs, and/or have restrictions place on extra-curricular campus activities (athletics, fine arts, etc.). They are also required to submit periodic academic progress reports.

If it is apparent that a student is not profiting from attendance, the Vice President of Academic Affairs (VPA) may dismiss a student without any waiting period.

#### Maximum Timeframe

A student must complete their degree program within 150 percent of the semester hour requirements for the degree. Students must complete an associate's degree within 96 semester hours and a bachelor's degree within 186 semester hours. Students who are unable to complete their degree program within the timeframe limitation will no longer be eligible to use Federal Student Aid to cover any costs associated with completing their degree program. Transfer credit, if applicable, is also calculated in the maximum timeframe calculation.

**A part-time student** (*carrying less than 12 semester credits in a semester*) shall be placed on academic warning if, at the end of any semester, he or she has a cumulative grade point average less than 2.00. During the next semester, if the student does not receive a 2.00 GPA and/or complete at least 67% of their coursework, the student is dismissed from the College. The student may appeal the dismissal and follow the same appeals process found above in the full-time satisfactory academic progress appeals process.

Students on academic probation may be required to retake courses in which "F" or "D" grades were received, take a reduced credit-load, become involved in special programs, and/or have restrictions place on extra-curricular campus activities (athletics, fine arts, etc.). They are also required to submit periodic academic progress reports.

If it is apparent that a student is not profiting from attendance, the Vice President of Academic Affairs may dismiss a student without any waiting period.

#### Changes in Registration

To add or drop a course, a student must obtain a Change-in-Registration form from the Registrar's Office and secure the signatures of his/her advisor and the instructor of the course. Courses dropped during the first two weeks of the semester will not appear on the student's record. A student who withdraws from a course after the first two weeks of classes will receive a grade of W (Withdrawal). Students have until the end of the ninth week to withdraw from a full semester course or the middle of the fourth week for a half-semester course. Courses dropped without following these procedures, or after the stated deadlines are recorded as F grades.

Students who enter a class after the first meeting of the class due to a change in registration, late registration, or for other reasons will be considered absent from the beginning of the semester and must make up all work missed.

If a student's class load drops below 12 hours, he/she may be asked to move out of the residence halls. Students who reside on campus and fall below 12 hours must receive special permission to reside on campus by the Dean of Students.

If a student's class load drops below 12 hours, it may effect athletic eligibilities and cause changes in their financial aid. Please consult with the Financial Aid Office and/or coach for details.

#### Commencement Participation

Commencement will be held each year in April/May. Students who plan to graduate in July will participate in the April/May Commencement program. Students who plan to graduate in December are included in the following April/May Commencement program.

#### Withdrawal From the College

A student who for any reason finds it necessary to withdraw from the College during the course of any semester initiates application for withdrawal in the Office of Student Life with the Dean of Students. A student who fails to follow this procedure may not be considered honorably dismissed.

Refunds are based on the date on which the withdrawal application was approved.

#### Transcripts

A transcript of credit and statement of honorable dismissal will be sent upon written request from the Registrar's Office for students who are in good standing. However, the college reserves the right to withhold transcript of record, certification of graduation, and/or certification of credits until all college obligations have been fully settled, including past due Federal Perkins loans. Three official transcripts will be prepared at no charge. Additional copies will be furnished at five dollars each. If multiple copies are requested at one time a reduced rate is available. The standard processing time for all requests is 3-5 business days. Please consult with the Registrar's Office for additional information regarding alternative delivery methods and processing times.

#### Petitions for Waivers

Petitions for waivers of graduation requirements should be directed to the Vice President for Academic Affairs. Neglect or ignorance of graduation requirements are not considered appropriate petitions. Incoming transfer students and students confronted with unique transfer requirements are generally given special consideration.

#### Transfer of Credit to Waldorf

Credits from other accredited institutions of higher learning will be evaluated according to the nature and quality of work presented as judged by the Registrar through official transcripts.

Students who have earned an Associate in Arts Degree (A.A.) from an accredited institution will have all Waldorf general education core requirements waived except:

- Religion 103 Introduction to Biblical Literature
- An upper division religion course (300+ level)

Waldorf College will accept up to 16 vocational-technical credits if a student has completed the Associate in Arts degree (A.A.). Waldorf College will accept up to eight vocational-technical credits for students with an Associate of Applied Science (A.A.S.) degree, an Associate of Science (A.S.) degree, an Associate of Specialized Business (A.S.B.) degree, or no degree.

Courses comparable to Waldorf courses and successfully completed with grades of C- or better will be considered for transfer credit. Courses with D grades will be accepted within the Associates of Arts degree;

however, transfer credit will not be issued for those courses. All coursework within a major or minor must have a grade of C- or higher to be considered for graduation.

A maximum of 32 transfer credits will be accepted toward the Associate in Arts degree and a maximum of 84 transfer credits will be accepted toward the Bachelor's degree. All required internships and student teaching must be completed at Waldorf to earn a Waldorf degree.

Departments may have additional requirements for admission and completion in a major.

Grades earned in courses accepted for transfer are not included in the grade point average to be maintained at Waldorf College, but the credits count toward the total number required for graduation.

Transfer orientation is provided through the Office of Student Life.

#### The Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974 protects the privacy of student education records. The FERPA Act provides for the right to inspect and review education records, the right to seek to amend those records and to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are the recipients of federal aid administered by the Secretary of Education.

#### What rights does FERPA afford students with respect to their education records?

- The right to inspect and review their education records within 45 days of the day the college receives a request for access.
  - Students should submit written requests to the Office of the Registrar and identify the record(s) they wish to inspect. The staff of the office will make arrangements for access and notify the student of the time and place where the records may be inspected. If the requested records are not maintained by the Registrar's Office, the student will be notified of the correct official to whom the request should be addressed.
- The right to request an amendment to the student's education records that the student believes are inaccurate or misleading.
  - Students may ask the college to amend a record that they believe is inaccurate or misleading. They should submit the request in writing to the Registrar's Office and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
  - If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing will be provided to the student when notified of the hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
  - One exception which permits disclosure without consent is disclosure to school officials with "legitimate educational interests." A school official is a person employed by the

college in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

- A school official has a "legitimate educational interest" if the official needs to review an education record in order to fulfill his or her professional responsibility. The Registrar of the College will determine the "legitimate educational interest" on a needs basis.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
 

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Ave., SW  
Washington, D.C. 20202-5920

#### Who is protected under FERPA?

Students who are currently enrolled or formerly enrolled regardless of their age or status with regard to parental dependency are protected under FERPA. Students who have applied but have not attended an institution and deceased students do not come under FERPA guidelines.

#### What are education records?

With certain exceptions, an education record is any record (1) from which a student can be personally identified and (2) maintained by Waldorf College. A student has the right of access to these records.

Education records include any records in whatever medium (handwritten, print, magnetic tape, film, diskette, etc.) that are in the possession of any school official. This includes transcripts or other records obtained from a school in which a student was previously enrolled.

#### What is not included in an education record?

- Sole possession records or private notes held by school officials that are not accessible or released to other personnel,
- Law enforcement or campus security records that are solely for law enforcement purposes and maintained solely by the law enforcement unit,
- Records relating to individuals who are employed by the institution (unless contingent upon attendance),
- Records relating to treatment provided by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional and disclosed only to individuals providing treatment,
- Records of an institution that contain only information about an individual obtained after that person is no longer a student at that institution.

#### What is directory information?

Waldorf College may disclose information on a student without violating FERPA if it has designated that information as "directory information." At Waldorf College this includes a student's:

- Name
- Home Address (City, State/Country)

- Parent Name(s)
- Parent(s) Home Address (City, State/Country)
- Campus Mail Box
- Waldorf College E-mail Address
- Major(s)/Minor(s)
- Dates of Attendance
- Degree Awarded and Date Awarded
- Honors and Awards Received
- Participation in officially recognized activities and sports
- Current Enrollment Status (Full-time/Part-time)
- Class Standing (Freshman, Sophomore, Junior, Senior, etc.)
- Expected Graduation Date

#### **How does a student authorize release of their education record in the form of an academic transcript?**

Students must authorize the release of their transcript by written request with signature or by completing and signing a transcript request form available in the Registrar's Office, or by ordering online through the Waldorf College web-site (E-Signature required). There may be fees associated with transcript requests. Contact the Registrar's Office for additional information.

#### **Who may have access to student information?**

- The student and any outside party who has the student's written permission.
- School officials (as defined by the College) who have "legitimate educational interests."
- Parents of a dependent student as defined by the Internal Revenue Code.
- A person in response to a lawfully issued subpoena or court order, as long as the College makes a reasonable attempt to notify the student first. Normally, the College will comply with a subpoena after two weeks have elapsed from the day the subpoena was received. For legal questions, please contact the Office of the Vice-President for Business Affairs at 641-585-8496.
- State and local education authorities ("Federal and State Authorities") may allow access to your records and personally identifiable information without your consent to any third party designated by a Federal or State Authority to evaluate a federal or state supported education program, as well as to researchers performing certain types of studies.

#### **When is the student's consent not required to disclose information?**

When the disclosure is:

- To school officials (defined in policy) who have a "legitimate educational interest,"
- To federal, state, and local authorities involving an audit or evaluation of compliance with educational programs,
- In connection with financial aid; including Veterans' benefits,
- To organizations conducting studies for or on behalf of educational institutions,
- To accrediting organizations,
- To comply with a judicial order or subpoena
- In a health or safety emergency,
- Releasing directory information,
- Releasing the results of a disciplinary hearing to an alleged victim of a crime of violence.

For additional information, please contact:

Office of the Registrar  
Salveson Hall, First Floor  
106 South Sixth Street  
Forest City, Iowa 50436  
641.585-8139  
[registrar@waldorf.edu](mailto:registrar@waldorf.edu)

#### **Campus Security Report**

The required campus security report is prepared annually and posted on the Waldorf website. This report contains information about measures the College has taken to provide for student and employee safety and ways students and employees can contribute to a safe environment. The report describes the relationship between campus security and the local police. It also contains campus crime statistics for the past three years. The report is available to the public upon request from the Office of Student Life or can be found on the college web page under "campus security."

#### **Nondiscrimination Policy**

Waldorf College does not discriminate on the basis of race, color, national origin, sex, age, religion, sexual orientation, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having questions concerning Waldorf's compliance with the regulations implementing Title VI, Title IX, Section 504, or ADA is directed to contact the Dean of Students, Waldorf College, 106 South 6th St., Forest City, IA 50436 (641-585-8161), who has been designated to coordinate efforts at Waldorf to comply with these regulations. Any person may also contact the Assistant Secretary for Civil Rights, U.S. Department of Education.

#### **Notice of Program Accessibility**

Waldorf College is committed to providing all of its students, faculty, staff, and visitors with equal access to its programs, events, and facilities. To this end, and in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1991, the College is making modifications to its buildings and grounds in such reasonable manner as to provide access for the disabled and stands ready to supply to students and employees, including those with limiting visual or hearing impairments, such auxiliary aids, modifications in classroom locations, and/or adjustment of classroom techniques and practices as will allow equal access to the regular program and degree objectives offered by the College. Requests for information or for modifications beyond those already completed or for assistance to accommodate individual needs should be made to the Dean of Students, Waldorf College, 106 South 6th St., Forest City, IA 50436. Telephone 641.585.8161.

# Degree Programs

## THE CORE CURRICULUM

### 1. First-Year Seminar/Orientation—1 cr.

HUM 110, Freshman Seminar. Successful completion required by all new first-time full-time day students.

### 2. English/Literature—9 cr.

ENG 120 Composition I: College Reading and Writing (ENG / HON 106 may be substituted by students enrolled in the Honors program.)

ENG 121 Composition II: Rhetoric and Written Argument (ENG / HON 107 may be substituted by students enrolled in the Honors program.)

ENG 250 or any 200 Level or Higher English Literature Course (ENG / HON 107 may be substituted by students enrolled in the Honors program.)

### 3. Religion—9-10 cr.

REL 103 Introduction to Biblical Literature required of all students, plus two additional courses with one at a 300+ level.

### 4. Humanities—6 cr.

PHL 111 Critical Inquiry required for all freshmen.

HUM 120 Artistic Expression taken freshman or sophomore year.

### 5. Mathematics—4 cr.

Math 101 or higher. Incoming freshmen with an ACT score of less than 17 or less than a 440 on the SAT will be placed in Math 100. Exceptions can be made by the Registrar on a case by case basis.

### 6. Science—4 cr.

Any laboratory science course (Biology, Physical Science, Chemistry, Physics, etc.)

### 7. Behavioral/Social Science—8-9 cr.

One history course required. Two additional courses selected from economics, political science, psychology, or sociology disciplines. Some majors may require/suggest specific courses to meet this requirement.

### 8. Physical Education—1 cr.

2 half-credit aerobic/lifetime activity courses. Credit for varsity athletics does not meet this requirement.

### 9. Wellness—1 cr.

WEL 101 Concepts of Wellness.

### 10. Global—3 cr. (any study classified as outside of the U.S.A.)

*One global course from following:*

BUS 340 International Business

EDU 210 Human Relations

ENG 212 Global Literature

ENG/HIS 470 Vietnam

HIS 110 Ancient World

HIS 120 Medieval World

HIS 161 Modern World

HIS 171 Contemporary World

HIS 360 Latin America

HIS 440 Modern Germany

MUS 300 World Music

POL 320 Modern Global Issues

REL 206 World Religions

SPN 101-102 Elementary Spanish

SPN 201-202 Intermediate Spanish

SPN 203-204 Intermediate Spanish Conversation

### 11. Speech—3 cr.

*One speech course from following:*

BUS 330 Business Communications (Business, Criminal Justice, and Sports Management majors only)

COM 203 Radio (Communications majors only)

EDU 201 Intro to Teaching (Education majors only)

SPE 111 Essentials of Public Speaking

THR 132 Acting I (Theatre majors only)

WEL 380 Program Dev/Admin.(Wellness majors only)

## EDUCATIONAL GOALS

Waldorf College strives to educate the whole person, and sets the following goals for its students:

**Goal 1:** Waldorf graduates will be able to think critically.

**Goal 2:** Waldorf graduates will be competent in writing, reading, speaking, and listening.

**Goal 3:** Waldorf graduates will demonstrate knowledge in the natural sciences by being able to apply the scientific method and recognizing the applications of science to everyday life.

**Goal 4:** Waldorf graduates will demonstrate skills in applications of mathematics.

**Goal 5:** Waldorf graduates will demonstrate knowledge of behavioral or social sciences.

**Goal 6:** Waldorf graduates will demonstrate knowledge of performing and fine arts.

**Goal 7:** Waldorf graduates will have a basic understanding of their own interests, abilities, and values.

**Goal 8:** Waldorf graduates will have a basic understanding of community service and social responsibility.

**Goal 9:** Waldorf graduates will demonstrate an understanding of religion and the questions it asks, the role it plays in shaping life and culture, and the cherished beliefs of others.

**Goal 10:** Waldorf graduates will develop skills for holistic well-being.

**Goal 11:** Waldorf graduates will demonstrate a global appreciation of their world.

**ART**

Courses in the Art Department develop an appreciation of the visual arts as an integral part of a liberal arts education, as well as provide foundational instruction for those interested in the commercial art or art education professions.

All art courses are considered "studio" courses and, therefore, meet twice as many hours per week as the number of credit hours. Course fees cover only some of the supplies and equipment for the studio classes. Students will be required to furnish some of their own supplies.

**Minor:** A minor in art requires ART 134 and ART 490 (to be taken the last semester of senior year) and an additional 15 credits from the following courses: ART 121, 221, 223, 323, 421 and 423.

**BIOLOGY**

To best prepare students for leadership careers in the biological sciences the Department maintains five general goals for its students:

1. To develop the practice of scientific and critical inquiry;
2. To assist students in understanding and applying scientific principles;
3. To develop investigative and quantitative skills;
4. To train students to operate biological equipment accurately and efficiently;
5. To prepare students for a life of leadership and service.

To accomplish these goals, the department offers students a strong curriculum and opportunities outside the classroom to develop their biological skills. All courses are thorough and experiential; students use modern laboratory equipment and practice scientific inquiry while learning a breadth and depth of biological information. Faculty members maintain research programs and strongly encourage students to participate in projects.

Biologists study living systems. They seek to answer questions about the molecular basis for life, interactions among organisms and their environment, factors that affect the health and physiology of organisms, how best to treat diseases, and other similar questions.

To answer these and similar questions, the Biology Department prepares students for a variety of careers through two different degree tracks: B.A. or B.S. Both tracks require students to complete the same Biology Core (see below), but they differ according to the perceived long-term needs of students. The B.A. track typically is chosen by students who plan to enter the work force immediately after graduation from Waldorf College. Because it allows students to combine this program with over 20 credits from other academic departments, this flexible B.A. track can become an interdisciplinary program to maximize marketability after graduation. It also requires an internship (BIO 495) between the junior and senior years; this experience will introduce students to the professional world and begin creating professional connections for future employment.

The B.S. track typically is chosen by students with goals to pursue advanced degrees (M.S. or Ph.D.) or professional schools (e.g., human or veterinary medicine, physical therapy, dentistry, optometry, etc.). It requires students to complete additional courses to deepen their preparation in mathematics and sciences, such as in-depth study in molecular, organismal, and conservation biology. (For a listing of courses required

for admission into professional schools, see the section in this catalog entitled Health Professions Pre-professional Programs.) The B.S. track also requires students to complete research leading to a Senior Thesis to demonstrate their ability to use biology as a tool to answer questions and solve problems. We do not equate Senior Thesis with that completed by a student in graduate school, but we do expect results from the Senior Thesis (BIO 499) to be of sufficient quality to present at a regional scientific meeting or publish in a regional journal.

**Major:** In addition to the 40 credits in General Education core courses required by the College, all students majoring in biology will complete 25 credits in these core courses: BIO 100, 120, 220, 222, 332, 370, 372, and 499. Students will also need to complete up to 4 additional credits in Biology Research (BIO 491-492) or complete an Internship (BIO 495). Biology majors will also complete 28-32 credits in these supporting mathematics and science courses: CHM 131, 132, 241, and 242, PHY 221 and 222, MTH 201. Finally, to receive a B.A. in Biology, students will need to complete 4 additional credits in biology courses numbered 300 or higher; to receive a B.S. in Biology, students will need to complete MTH 203 and at least 12 additional credits in Biology courses numbered 300 or higher. Students completing a B.S. in Biology will need to complete Biology Research.

**Minor:** A minor in biology requires completion of BIO 120, 220 or 222; CHM 131 and 132; and three additional upper division biology courses. CHM 241 and 242 may be required for some advanced biology courses.

MTH 201 is the recommended Math requirement for students pursuing a minor in biology. Students minoring in biology may elect courses within a single category to obtain a more in-depth study of one area or from several categories to obtain a more diverse overview of biology. Molecular biology courses are numbered 330s and 430s; cellular biology 340s and 440s; organismal biology 350s and 450s; and ecology and evolution 370s and 470s. Students also should realize that some advanced courses may require an additional prerequisite than those listed for the minor.

**General Education Core Requirements** **40-46 Credits****Biology Major Requirements** **25 Credits**

BIO 100	Orientation to Biological Sciences	1
BIO 120†	General Biology	4
BIO 220	General Zoology	4
BIO 222	General Botany	4
BIO 332	Genetics	4
BIO 370	Ecology	4
BIO 372	Evolutionary Biology	3
BIO 499	Senior Seminar	1

*Four additional credits from the following courses:*

BIO 491*	Biology Research I ***	1-3
BIO 492*	Biology Research II ***	1-3
BIO 495**	Internship	4

**Other Requirements** **32-33 Credits**

*Minimum of 32 credits from the following courses:*

CHM 131†	General Chemistry I	4
CHM 132	General Chemistry I	4
CHM 241	Organic Chemistry I	4
CHM 242*	Organic Chemistry II	4

MTH 201†	Elementary Statistics	4
MTH 203*†	Calculus I	4
PHY 221†	General Physics I	4
PHY 222	General Physics II	4

\*\*\*May be taken in various combinations to total 4 credits.

**Biology Electives****4-12 Credits**

B.A. students must complete four Biology elective credits.  
B.S. students must complete 12 Biology elective credits.

BIO 330	Biochemistry	4
BIO 340	Microbiology	4
BIO 350	Comparative Chordate Anatomy	4
BIO 352	Vertebrate Physiology	4
BIO 440	Cell and Molecular Biology	4
BIO 442	Developmental Biology	4
BIO 470	Conservation Biology	4

\*Required for B.S. Degree

\*\*Required for B.A. Degree

**Recommended electives:**

Cell/Molecular Biology: BIO 330, 340, 440, and 442  
Organismal Biology: BIO 350, 352, 442  
Conservation Study: BIO 470, ECO 251, and GEO 320  
Health Professions: BIO 330, 340, 350, 352, and 442

**Biology Minor Requirements****20 Credits**

BIO 120†	General Biology	4
BIO 220	General Zoology	4
OR BIO 222	General Botany	4
CHM 131†	General Chemistry I	4
CHM 132	General Chemistry II	4

*fFulfils a General Education Core Requirement*

*Three upper division biology courses.*

**BUSINESS**

The Business Department seeks to prepare graduates for successful careers and fulfilling lives of service in management, finance and banking, or marketing.

The Business core consists of BUS 101 and 102, Principles of Accounting and Managerial Accounting; ECO 251 and 252 Macroeconomics and Microeconomics; MTH 110 and 201, Quantitative Methods and Statistics; and CIS 101 and 101A Computer Applications I and Business Intelligence Seminar.

Courses required for the Management track emphasis are BUS 310, 312, 313, 315, 321, 330, 340, 344, 410, 412, 433, and completion of an internship.

Courses required for the Finance and Banking track emphasis are BUS 310, 312, 313, 321, 330, 340, 410, 420, 422, 426, 433, and completion of an internship.

Courses required for the Marketing track emphasis are BUS 310, 313, 330, 340, 344, 410, 415, 433; COM 201 and 204; one course from BUS 312, 321, or COM 422; and completion of an internship.

**Major:** The Bachelor's degree requires completion of 124 credits, a cumulative grade point average of 2.0, and a grade of C- or above in all business core and required courses in the major.

**Minor:** A minor in business requires completion of BUS 101, 102, 131, ECO 251 or 252, plus three of the following courses: BUS 310, 312, 313, 340, 410.

**General Education Core Requirements****40-46 Credits****Business Major Requirements****54 Credits**

BUS 101	Principles of Accounting	4
BUS 102	Managerial Accounting	4
BUS 310	Principles of Management	4
BUS 313	Marketing Management	4
BUS 330	Business Communications	3
BUS 340	International Business	3
BUS 395	Internship (200 hours)	8
BUS 410	Business Law	3
BUS 433	Senior Seminar	4
ECO 251†	Macroeconomics	3
ECO 252†	Microeconomics	3
MTH 110	Quantitative Methods	4
MTH 201	Elementary Statistics	4
CIS 101	Computer Applications I	2
CIS 101A	Business Intelligence	1

**Finance and Banking Track Requirements****19 Credits**

BUS 312	Financial Management	4
BUS 321	Organizational Theory and Behavior	4
BUS 420	Money and Banking	3
BUS 422	Analysis of Financial Statements	4
BUS 426	Insurance/Accounting Systems	4

**Management Track Requirements****19 Credits**

BUS 312	Financial Management	4
BUS 315	Production and Operations Management	4
BUS 321	Organizational Theory and Behavior	4
BUS 344	Consumer Behavior	3
BUS 412	Human Resources Management	4

**Marketing Track Requirements****15-16 Credits**

BUS 34
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*Three courses from the following:*

BUS 310	Principles of Management	4
BUS 312	Financial Management	4
BUS 313	Marketing Management	4
BUS 340†	International Business	3
BUS 410	Business Law	3

*†Fulfills a General Education Core Requirement*

## CHEMISTRY

The courses in the Chemistry Department are offered for Biology and Wellness majors. All are designed to satisfy standards recommended by the American Chemical Society (ACS) for ACS certification.

### Pre-Pharmacy Emphasis

Students who are interested in pre-pharmacy need to take the following courses their freshman year: CHM 131 and 132; BIO 120, 220, and 222; and MTH 203. During the sophomore year, they need to take: CHM 241 and 242; PHY 221 and 222; and BIO 340. All pre-pharmacy students are required to discuss their goals with a chemistry advisor at Waldorf and obtain his/her approval of all courses before registering for any semester of study.

## CHURCH PROFESSIONS

Waldorf College prepares its students for professions in the church.

### Pre-Seminary Guidelines:

EDU 210; PSY 111 and 232; SPE 111; two semesters of foreign language; and the Religion minor.

## COMMUNICATIONS ARTS

The Communications Department focuses on written and visual communication, including journalism, multimedia, public relations, graphic design, radio, television, and video production. Students will explore this rapidly growing field that offers career paths in business or corporate communications as well as the newspaper/broadcast industry and public relations. Emphasis will be given to current technology as well as historical development. The communications core required of all majors consists of COM 101, 102, 103, 104, 201, 280-283, 318, 401, 441, 452, and completion of an internship.

Courses required for the Digital Media track emphasis are COM 202, 203, 319, 322, and 434.

Courses required for the Graphic Design track emphasis are ART 134; COM 227, 301, and 314.

Courses required for the Print track emphasis are COM 104, 211, 301, and 432.

Courses required for the Public Relations track emphasis are COM 202, 203, 204, 301, and 422.

*Minor:* A minor in Communications requires completion of COM 101, 102, 103, 104, and 401, plus three of following courses: COM 201, 204, 301, 318, or 441.

### General Education Core Requirements

**40-46 Credits**

### Communications Arts Major Requirements

**40-46 Credits**

COM 101	Graphic Core	2
COM 102	Digital Core	2
COM 103	Mass Communications and Society	3
COM 104	News Gathering and Reporting	3
COM 201	Visual Theory	3
COM 280-283	Communication Practicum	.5 each
COM 318	Editing	3
COM 395	Communications Internship	4-8
COM 401	Web Design	4
COM 441	Mass Media Law	4
COM 452	Senior Capstone	4

### Digital Media Track

**16 Credits**

COM 202	Television Production	3
COM 203†	Radio	3
COM 319	Electronic Field Production	3
COM 322	Broadcast Journalism	3
COM 434	Advanced Media	4

### Graphic Design Track

**12 Credits**

ART 134	Design	3
COM 227	Fundamentals of Typography	3
COM 301	Publication Design	3
COM 314	History of Graphic Design	3

### Journalism Track

**10 Credits**

COM 211	Intermediate Journalism	3
COM 301	Publication Design	3
COM 432	Photojournalism	4

### Public Relations Track

**15 Credits**

COM 202	Television Production	3
COM 203†	Radio	3
COM 204	Introduction to Public Relations	3
COM 301	Publication Design	3
COM 422	Public Relations Skills	3

### Communications Arts Minor Requirements

**19-20 Credits**

COM 101	Graphic Core	2
COM 102	Digital Core	2
COM 103	Mass Communications and Society	3
COM 104	News Gathering and Reporting	3
COM 401	Web Design	4

*Three courses from the following:*

COM 201	Visual Theory	3
COM 204	Introduction to Public Relations	3
COM 301	Publication Design	3
COM 318	Editing	3
COM 441	Mass Media Law	4

*†Fulfills a General Education Core Requirement*

## COMPUTER INFORMATION SYSTEMS

The Waldorf College Computer Information Systems (CIS) Department gives students the opportunity to develop experience with the latest software, hardware, methods, and e-business concepts in the CIS field.

## CREATIVE WRITING

The Waldorf College Creative Writing Program provides a challenging, engaging, and deeply personal learning experience. Students explore at least three genres of writing and develop their craft in techniques courses and upper-level writers' workshops. They form strong relationships with their peers in seminar style classes, and they work with faculty who are both excellent teachers and practicing writers.

The Waldorf College Creative Writing Program develops excellent writers and strong critical readers. Majors and minors explore the diverse possibilities of contemporary literature across a number of genres, increase their toolkit of writing techniques, and begin to acquire and polish a voice, process, and subject matter of their own. Further, they read and engage a broad selection of authors, using the vocabulary of craft to analyze works of literature and significantly deepen their love of the written word.

The Waldorf College Writing Program rigorously prepares students for graduate school in disciplines such as writing, literature, composition, divinity, law, and library sciences. Creative Writing students are encouraged to explore other vocational interests as well and perhaps meld their love of writing with a career as a high school teacher, a technical writer, journalist, or a physician's assistant. Waldorf College Creative Writing graduates have successfully entered the nonprofit and business worlds, where they are prized for their ability to think critically and creatively. Increasingly, employers look for workers who can communicate effectively, placing added value on a creative writing degree. No matter your future plans, the Creative Writing Program can help you to develop the wisdom and sense of vocation to choose a life of creative, meaningful service in the world.

### General Education Core Requirements

**40-46 Credits**

### Creative Writing Major Requirements

**38-40 Credits**

CWR 201	Introduction to Creative Writing	3
ENG 250	Exploration in Literature	3

*Three courses from the following:*

CWR 370	Techniques of Creative Nonfiction	3
CWR 375	Techniques of Poetry	3
CWR 380	Techniques of Fiction	3
CWR 385	Playwriting	3
CWR 390	Special Topics in Creative Writing	3

*Two courses from the following:*

CWR 470	Advanced Writing Workshop- Creative Nonfiction	3
CWR 475	Advanced Writing Workshop- Poetry	3
CWR 480	Advanced Writing Workshop- Fiction	3

Three 205+ English courses (9 credits)  
One additional 205+ course in English, Communications, or a related field (with consent)

Capstone Experience (5-6 credits):

CWR 499	Senior Thesis (mandatory)	3+
CWR 490	Literary Editing	3
OR CWR 495	Creative Writing Internship	2+

All Creative Writing majors must also complete a second major or a minor in a field of their choosing. If seeking a minor in English, the student must take the four literature or communication courses needed for the Creative Writing major plus an additional three English literature courses.

**Creative Writing Minor Requirements** **21 Credits**  
CWR 201 Introduction to Creative Writing

*Two courses from the following:*  
CWR 370 Techniques of Creative Nonfiction  
CWR 375 Techniques of Poetry  
CWR 380 Techniques of Fiction  
CWR 385 Playwriting  
CWR 390 Special Topics in Creative Writing  
  
*One course from the following:*  
CWR 470 Advanced Writing Workshop- Creative Nonfiction  
CWR 475 Advanced Writing Workshop- Poetry  
CWR 480 Advanced Writing Workshop- Fiction  
  
*Two English electives at the 205+ level*  
*One further elective in CWR, ENG, or a related field (with consent)*  
*This could include the course CWR 490 (by consent of instructor)*  
*†Fulfills a General Education Core Requirement*

## CRIMINAL JUSTICE

The Bachelor of Science Degree in Criminal Justice offered at Waldorf College is designed to provide students with a strong base of knowledge in the three primary areas of the criminal justice system: law enforcement, courts, and corrections—the essential core curriculum to establish a well-rounded foundation within the Criminal Justice field. Upon completion of the core, students chose electives allowing them to explore their interests in order to prepare them for a Criminal Justice career. Students select four classes from electives in areas such as juvenile justice; probation, community corrections, and advanced criminology within the program experience in order attain a well-rounded immersion in the field. As Criminal Justice is an ever-changing and exciting area of study, the Waldorf College Criminal Justice program offers students a variety of electives that will keep them current in the field.

The program provides students with the general education, discipline specific information, and the technical knowledge required to succeed in the criminal justice

In their senior year, students take a required Senior Seminar, which covers a variety of topics, such as contemporary issues in Criminal Justice, and students then apply what they've learned in courses to real-world scenarios and current issues. An optional internship enhances the depth of the learning experience by providing the student with opportunity to observe and participate in fieldwork in their chosen discipline. Students who waive an internship may instead choose four additional criminal justice electives within the program.

**Major:** In addition to the Criminal Justice core requirements, the major requires completion of PSY 111, SOC 221 and a MTH 101+ (with a passing grade of C- or better) as well as the choice of four additional Criminal Justice electives and also one complementary supporting course, which may be chosen from: CHM 121, BIO 125, POLS 112, POLS 410, SOC 222 or PSY 322.

**Minor:** A minor in Criminal Justice requires completion of 21 credits including CRJ 120, 150, 220, 330 and the choice of 3 CRJ electives.

**Double Major:** Criminal Justice is an interdisciplinary program and many students choose to double major in related fields in the social and behavioral sciences (e.g., psychology, political science, sociology, etc.). Students who wish to double major must complete the required courses for both majors with 15 credits in each major not being applied to the other major.

#### General Education Core Requirements 40-46 Credits

#### Criminal Justice Major Requirements 60-61 Credits

CRJ 120	Introduction to Criminal Justice	3
CRJ 150	Introduction to Law Enforcement	3
CRJ 220	Theory and Practice of Corrections	3
CRJ 250	Introduction to Criminology	3
CRJ 300	Mental Illness & Crime	3
CRJ 305	Victimology	3
CRJ 330	Judicial Process	3
CRJ 400	Diversity and Ethics in Criminal Justice	3
CRJ 430	Senior Seminar	3

<i>Choose One:</i>		
CRJ 495	Criminal Justice Internship	8
CRJ	Electives	9

<i>Required Complementary Courses:</i>		
MTH 101+	General Education Math	4
PSY 111	General Psychology	3
SOC 221	Intro to Sociology	3

#### Criminal Justice Electives (choose 4 for 12 credits)

CRJ 260	Management & Supervision for CJ	3
CRJ 320	Juvenile Justice & Delinquency	3
CRJ 360	Criminal Law	3
CRJ 370	Criminal Investigations	3
CRJ 420	Probation & Community Corrections	3
CRJ 475	Terrorism Incident Management	3

#### Complementary Electives (choose 1)

BIO 125	Introduction to Environmental Science	3
CHM 121	Chemistry in Society	3
POLS 112	American Government	3

POL 410	American Law	3
PSY 322	Abnormal Psychology	3
SOC 222	Social Problems	3

<b>Criminal Justice Minor Requirements</b>		<b>21 Credits</b>
CRJ 120	Intro to CJ	3
CRJ 150	Intro to Law Enforcement	3
CRJ 220	Theory & Practice of Corrections	3
CRJ 330	Judicial Process	3
CRJ	Electives	9

## ECONOMICS

Courses in economics generally serve to round out a business curriculum. Economics courses should also be given strong consideration in programs emphasizing political, behavioral, and social sciences.

## EDUCATION

The mission of the Waldorf College Education Department is to "prepare engaging teachers to serve a community of learners." Through Waldorf's Teacher Preparation Program, students experience exemplary learning opportunities both on campus and in area K-12 school districts. Additionally, Waldorf Teacher Education students learn to assume roles as leaders, advocates, change agents, and servants within the professional setting and the community.

#### Education Department Goals

The Waldorf College Education Program has adopted Interstate New Teacher Assessment and Support Consortium (InTASC) principles as its Education Department Goals. The Program also endeavors to incorporate The Council for Exceptional Children (CEC) worldwide mission to improve educational outcomes for individuals with exceptionality. Graduates of Waldorf College's Teacher Education Program will demonstrate the following:

1. The teacher understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
2. The teacher uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
3. The teacher works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
4. The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.
5. The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
6. The teacher understands and uses multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.
7. The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.

8. The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
9. The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.
10. The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

#### Licensure Approval

If a student has met all of the requirements set by the Teacher Education Program, met the Praxis II requirements for the state of Iowa and is recommended by the Waldorf College Licensure Officer, he/she will be recommended for licensure in Iowa.

Licensing or certification of teachers is a function of each state. Students who are contemplating teaching in a state other than Iowa will need to apply for licensure in that specific state. Each student seeking to be licensed in a state other than Iowa is responsible for meeting the current requirements of that state.

Education majors must complete Praxis II content knowledge and pedagogy tests to be recommended for an Iowa Teaching License. Students need to check with the Education Department for current required scores.

In an era of increasing academic accountability, the Iowa Department of Education, Waldorf College, and Teacher Education Program requirements may change after a college catalog has been printed. It is essential that students work with Education Department Advisors.

Education students may have required out-of-town placements, so they must be able to make provisions for transportation to these clinical experiences.

#### Admission To Teacher Education Program

The following is a summary of requirements for admission into the Teacher Education Program. (Applications are usually submitted the first semester of the sophomore year.)

1. Taken or enrolled in Human Growth and Development and one other education course.
2. Grade point average is 2.5 or higher in Education and Content core courses at Waldorf College.
3. Completed English 101, 121, or 106 with a minimum grade of C-.
4. Completed Mathematics 101 or higher with a minimum grade of C-.
5. Passed Praxis Core Academic Skills for Educators Tests (C.A.S.E.) with minimum scores of: Reading- 156; Writing- 162; Mathematics- 150. (Students who have taken Praxis I tests, which are no longer offered, need minimum scores of Reading- 171; Writing- 172; Mathematics- 169; or a composite score of 511).
6. Satisfactory completion of 10 hours of clinical experience with satisfactory evaluations.
7. Satisfactory Progress Evaluations; any "plan of action" for 1 ratings has been completed.
8. At least 12.5 hours of community service.
9. Proof of professional liability insurance (membership in ISEA/NEA or PEI has the benefit of liability insurance).

10. Physical and mental health and character and interpersonal relationship skills recommendations from an Education Dept. faculty member, another faculty member, and a non-faculty member.

#### Approval for Student Teaching

Following is a summary of requirements for admission to student teaching:

1. Admission to Teacher Education Program.
2. Application materials completed and posted to Blackboard.
3. Resume, Biography, Philosophy of Education Statement, 2-3 lesson plans and other exceptional work posted on Blackboard.
4. Completion of state approved Mandatory Reporting of Abuse training.
5. Satisfactory clinical experience evaluations and progress evaluations.
6. Maintains a 2.5 GPA or higher and a grade of C- or higher in all education/endorsement courses.
7. Physical and mental health, and character and interpersonal relationship skills deemed acceptable for student teaching.
8. Received a grade of B- or above in all methods courses.
9. Completion of methods courses and a majority (3/4) of your endorsement area; there can be no D's, F's, or incomplete grades for education/endorsement courses.
10. Making satisfactory progress toward completing the required community service hours.

#### Elementary Education K-6 (Endorsement 102) Praxis II Required

All methods courses, as well as EDU 400 and EDU 440, must be taken at Waldorf College. The requirements for Elementary Education Majors are:

EDU 144	Human Growth and Development	3
EDU 201	Introduction to Teaching	3
EDU 202	Introduction to Teaching Clinical	0
EDU 210	Human Relations for Teachers	2
EDU 230	Educational Media & Computers	1
EDU 240	Educational Psychology	3
EDU 253	Literature for Children	3
EDU 330	Language Development/Teaching Reading & Language Arts	4
EDU 340	Teaching Math/Science in K-8	4
EDU 350	Teaching Movement/Music/Art/Drama in K-8	4
EDU 360	Teaching Reading/Social Studies/Language Arts in K-8	4
EDU 400	Ethics and Religious Diversity in Public & Private Education	3
EDU 407	Kindergarten-3 Grade Student Teaching	6
EDU 409	Grades 4-8 Student Teaching	6
EDU 411	Multicultural Practicum	2
EDU 430	Capstone	1
EDU 440	Assessment & Goal Setting	3
EDU 460	Behavior Management for Elementary	2
SPED 220	Exceptional Learners	3
SPED 335	Inclusive Reading Pre-Student Teaching	2
SPED 390	Diagnostic and Remedial Reading	4
SPED 392	Math Strategies	2

#### History Requirement (Minimum Grade of C-):

HIS 171	Contemporary World	3
HIS 201		
OR 202	U.S. History	3

#### Mathematics Requirement (Minimum Grade of C-):

MTH 101	General Education Mathematics	4
MTH 102+	Mathematics Elective	4-5

**Science Requirement (Minimum Grade of C-):**

PHY 151	Physical Science	4
BIO 100+	Biology Elective	3-4
<i>Add at least one Endorsement/Concentration from the following:</i>		
<b>Reading K-8 (Endorsement 148)</b>		
ENG 106/121	Composition	3
EDU 240	Educational Psychology	3
EDU 253	Literature for Children	3
EDU 330	Language Development/Teaching Reading & Language Arts	4
EDU 360	Teaching Reading/Social Studies/ Language Arts in K-8	4
EDU 440	Assessment & Goal Setting	3
SPE 111	Essentials of Public Speaking	3
SPED 335	Inclusive Reading Pre-Student Teaching	2
SPED 390	Diagnostic & Remedial Reading	4

**Special Education Strategist I (Endorsement 260)***Must accompany an elementary endorsement*

SPED 220	Exceptional Learners	3
SPED 321	Special Education Clinical Experience	1
SPED 335	Inclusive Reading Pre-Student Teaching	2
SPED 365	Methods and Materials in Special Education	3
SPED 390	Diagnostic and Remedial Reading	4
SPED 392	Math Strategies	2
SPED 408	Student Teaching Students with Mild & Moderate Disabilities (BS Degree Only)	4-8
OR SPED 410	Special Education Clinical Experience II (Endorsement Only)	3
SPED 441	Assessment in Special Education	2
SPED 450	Child, Family, Community Relations	3
SPED 461	Behavior & Social Interaction in the Special Ed Student	2

**K-8 Elementary Math (Endorsement 142)**

MTH 101	General Education Mathematics	
MTH 103	College Algebra & Trigonometry	
MTH 201	Elementary Statistics	
CIS 130	Programming Fundamentals	

*Take two of the following:*

MTH 102	Liberal Arts Math	4
MTH 110	Quantitative Methods	4
MTH 203	Calculus I	4
MTH 204	Calculus II	4

**K-8 Grade Music (Endorsement 144)**

MUS 101-102	Theory I & II	
MUS 103-104	Aural Skills I & II	
MUS 215	Conductor's Workshop I	
MUS 300	World Music	
MUS 301	Music History I	
MUS 315	Conductors Workshop II	
MSA	Applied Lessons	
EDU 406	Elementary Music Student Teaching	

*Choose one of the following:*

MUS 302	Music History II	3
MUS 318	Music History III	3

*\*Must pass either piano or guitar accompanying proficiency.***K-8 English / Language Arts (Endorsement 119)**

EDU 253	Literature for Children	3
EDU 330	Language Development/Teaching Reading & Language Arts	4
EDU 360	Teaching Reading/Social Studies/ Language Arts in K-8	4
ENG 121/106	Composition	3
ENG 107/250	Literature	3
SPE 111	Essentials of Public Speaking	3
SPED 390	Diagnostic & Remedial Reading	4

*Choose one of the following:*

THR 132	Acting I	3
THR 200	Creative Dramatics	3
<i>Choose one of the following:</i>		
<b>K-8 Social Studies (Endorsement 164)</b>		
EDU 144	Human Growth & Development	3
EDU 240	Educational Psychology	3
EDU 360	Teaching Reading/Social Studies/ Language Arts in K-8	4
HIS 171	Contemporary World	3

*Choose one:* (HIS 201 or 202) *3*

Choose one:	(HIS 110, 120, 161, 300, 310, 320, 345, 360 361, 364, 405, 417, 418, 420, 427, 430, 435, 440, 460, 462, 465, 470, HIS/POL 362*, HIS/POL 363*)	3
<i>Choose three:</i> (ECO 251, 252; GEO 201; GEO/POL 320; POL 112, 210, 330, 410; POL/HIS 362*, 363*; PSY/SOC 232; SOC 221, 222) <i>9</i>		
<i>*May only be used to fulfill one requirement area.</i>		

**Art Concentration**

ART 134	Design	3
HUM 120	Artistic Expression	3
<i>Choose two of the following:</i>		
ART 121	Drawing I	3
ART 221	Drawing II	3
ART 223	Painting I	3
ART 323	Painting II	3
ART 421	Drawing III	3
ART 423	Painting III	3

**Mathematics Concentration**

MTH 110	Quantitative Methods	4
MTH 201	Elementary Statistics	4
MTH 315	Conductors Workshop II	2
MSA	Applied Lessons	3
EDU 406	Elementary Music Student Teaching	6

*Choose one of the following:*

MTH 101	General Education Mathematics	4
MTH 102	Liberal Arts Mathematics	4
MTH 103	College Algebra & Trigonometry	5
MTH 203	Calculus I	4

**Music Concentration**

<i>Must complete either the reading endorsement or one of the other concentrations</i>		
MUS 101	Theory I	3
MUS 103	Aural Skills I	1
MUS 215	Conductor's Workshop I	2
MUS 318	Music History III	3
MSA	Applied Lessons	1-4

**Science Concentration**

PHY 151	Physical Science	4
BIO 105	Principles of Biology or Environmental Science	4
OR 125	Another Lab Science Course	4
<i>Complete at least 12 credits from the following:</i>		

**Spanish Concentration**

SPN 101-102	Elementary Spanish	8
SPN 201-202	Intermediate Spanish	6
SPN 203-204	Intermediate Spanish Conversation	6

**Special Education Concentration**

SPED 220	Exceptional Learners	3
SPED 321	Special Education Clinical Experience	1
SPED 365	Methods & Materials in Special Education	3
SPED 450	Child, Family &amp	

THR 131	Introduction to the Theatre
THR 132	Acting I
THR 146	Intro to Theatrical Design
OR THR 140	Intro to Stagecraft
THR 200	Creative Dramatics
THR 300	Directing
<b>Biology 5-12 (Endorsement 151)</b>	
BIO 120	General Biology
BIO 220	General Zoology
BIO 222	General Botany
BIO 300+	Elective
BIO 332	Genetics
BIO 370	Ecology
BIO 372	Evolutionary Biology
BIO 493	Special Problems
CHM 131	General Chemistry I
CHM 132	General Chemistry II
CHM 241	Organic Chemistry I
MTH 201	Elementary Statistics

**Biology and Chemistry Concentration 5-12 (Endorsement 151 and 152)**

BIO 120	General Biology
BIO 220	General Zoology
BIO 222	General Botany
BIO 300+	Elective
BIO 332	Genetics
BIO 370	Ecology
BIO 372	Evolutionary Biology
BIO 493	Special Problems
CHM 131	General Chemistry I
CHM 132	General Chemistry II
CHM 241	Organic Chemistry I
MTH 201	Elementary Statistics

**All Social Sciences 5-12 (Endorsement 186)**

<u>American History</u>	
HIS 201	US History to 1877
HIS 202	US History Since 1877
Choose One:	HIS 300, 361, 362*, 363*, 364, 405, 417, 418, 420, 462*, 471
<u>World History</u>	
HIS 110	Ancient World
HIS 120	Medieval World
Choose Three:	HIS 161, 171, 310, 320, 345, 360, 362*, 427, 430, 435, 440, 460, 465, 470
<u>Mathematics 5-12 (Endorsement 143)</u>	
CIS 130	Programming Fundamentals
MTH 201	Elementary Statistics
MTH 203	Calculus I
MTH 204	Calculus II
MTH 300	Discrete Mathematics
MTH 330	Linear Algebra
MTH 340	Classical & Modern Geometry
<u>Instructional Strategist I: Mild &amp; Moderate 5-12 (Endorsement 261)</u>	
EDU 330	Language Development/Teaching
	Reading and Language Arts
SPED 220	Exceptional Learner
SPED 321	Special Education Clinical Experience
SPED 365	Methods and Materials in Special Education
SPED 390	Diagnostic and Remedial Reading
SPED 392	Math Strategies
SPED 422	5-12 Student Teaching
SPED 441	Assessment in Special Education
SPED 450	Child, Family, Community Relations
SPED 455	Transitional Collaboration
SPED 461	Behavior & Social Interaction in the Special Education Student

3	<u>Sociology</u>	
3	SOC 221	Introduction to Sociology
3	Choose One:	SOC 222, 232
3	<u>Geography</u>	
3	GEO 201	World Geography
3	GEO 320	Modern Global Issues

\*May only be used to fulfill one requirement area.

**Social Science:**

Students desiring to teach in the Social Sciences, but electing not to complete the All Social Sciences Endorsement, must choose any TWO of the three areas listed below and complete HIS 499 History Seminar:

<b>American Government 5-12 (Endorsement 157)(15 Credit Hours)</b>
POL 112 American Government 3
Choose Four: POL 210, 320, 330, 362*, 363*, 410, 462* 12

**American History 5-12 (Endorsement 158)(15 Credit Hours)**

4	HIS 201	US History to 1877
4	HIS 202	US History Since 1877
4	Choose Three:	HIS 300, 361, 362*, 363*, 364, 405, 417, 418, 420, 462*, 471
4		9

**World History 5-12 (Endorsement 166)(15 Credit Hours)**

3	HIS 110	Ancient World
3	HIS 120	Medieval World
4	Choose Three:	HIS 161, 171, 310, 320, 345, 360, 362*, 427, 430, 435, 440, 460, 465, 470
4		9

**Mathematics 5-12 (Endorsement 143)**

4	CIS 130	Programming Fundamentals
MTH 201	Elementary Statistics	4
MTH 203	Calculus I	4
MTH 204	Calculus II	4
MTH 300	Discrete Mathematics	4
MTH 330	Linear Algebra	4
MTH 340	Classical & Modern Geometry	4

**Instructional Strategist I: Mild & Moderate 5-12 (Endorsement 261)**

3	EDU 330	Language Development/Teaching
		Reading and Language Arts
3	SPED 220	Exceptional Learner
3	SPED 321	Special Education Clinical Experience
3	SPED 365	Methods and Materials in Special Education
3	SPED 390	Diagnostic and Remedial Reading
2	SPED 392	Math Strategies
2-6	SPED 422	5-12 Student Teaching
2	SPED 441	Assessment in Special Education
3	SPED 450	Child, Family, Community Relations
2	SPED 455	Transitional Collaboration
2	SPED 461	Behavior & Social Interaction in the Special Education Student

**Reading 5-12 (Endorsement 149)**

EDU 330	Language Development/Teaching Reading & Language Arts
EDU 355	Teaching Reading in 5th-12th Grade
EDU 395	Content Area Reading Methods
ENG 106/121	Composition
ENG 205	English Grammar
ENG 310	Young Adult Literature
SPE 111	Essentials of Public Speaking
SPED 335	Inclusive Reading Pre-Student Teaching
SPED 390	Diagnostic & Remedial Reading

**Health 5-12 (Endorsement 138)**

WEL 207	Principles of Nutrition
EDU 144	Human Growth & Development
EDU 482	Student Teaching in Health
PED 170	First Aid
PED 345	Methods of Teaching Physical Education & Health
PED 346	Secondary PE Clinical Experience
PSY 232	Close Relationships
PSY 322	Abnormal Psychology
WEL 101	Concepts of Wellness
WEL 207	Principles of Nutrition
WEL 212	Stress Management
PED/WEL 221	Personal & Community Health
PED/WEL 230	History & Principles of Physical Education
WEL 250	Substance Abuse

**K-12 Physical Education (K-8 Endorsement 146; 5-12 Endorsement 147)**

All methods courses as well as EDU 400 and EDU 440 must be taken at Waldorf College. Students desiring K-12 Physical Education must complete the following Education and Physical Education courses:

EDU 144	Human Growth & Development
EDU 201	Introduction to Teaching
EDU 202	Introduction to Teaching Clinical Experience
EDU 210	Human Relations for Teachers
EDU 230	Educational Media & Computers
EDU 240	Educational Psychology
EDU 395	Content Area Reading Methods
EDU 400	Ethics & Religious Diversity
EDU 411	Multicultural Practicum
EDU 430	Capstone
EDU 440	Assessment & Goal Setting
EDU 460	Behavior Management for Elementary
OR EDU 465	Behavioral Management for Secondary
EDU 480	Student Teaching K-8
EDU 481	Student Teaching 5-12
PED 343	Methods of Teaching Physical Education in the Elementary Schools
PED 344	Clinical Experience in Teaching Physical Education in the Elementary Schools
PED 345	Methods of Teaching Physical Education in the Secondary Schools
PED 346	Clinical Experience in Teaching Physical Education in the Secondary Schools
SPED 220	Exceptional Learners

K-12 Physical Education students must also take the following:  
BIO 155 Basic Human Anatomy & Physiology

PED 170	Community First Aid & Safety



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*K-12 Music Education students must also take the following:*

MUS 101, 102, 201, 202	Music Theory I-IV	12
MUS 103, 104, 203, 204	Aural Skills I-IV	4
MUS 301, 302, 318	Music History I-III	9
MUS 300	World Music	3
MUS 215, 315, 316	Conductors' Workshop I-III	6
MUS 216	Arranging Technology	1
MSA	Applied Lessons	6
MSA	Major Ensemble	4
MUS 382	Choral Literature	1
MUS 384	Instrumental Ensemble Literature	1

*\*Must pass piano accompanying proficiency.*

*Minor:* A minor in Education requires the completion of EDU 144, 201, 210; SPED 220; and 10-12 additional credits in EDU, MUE, PED 200+, and/or SPED courses. Courses with prerequisites need to be filled before or concurrently with enrollment.

#### **Education Minor Requirements 21-23 Credits**

EDU 201	Introduction to Teaching	3
EDU 210	Human Relations for Teachers	2
EDU 144	Human Growth and Development	3
SPED 220	Exceptional Learners	3

10-12 additional credits in EDU, MUE, PED 200+, and/or SPED

## **ENGLISH**

The Waldorf College English major exposes students to a rich variety of literature and writing courses. The literature courses serve to ground students in the meaning and importance of the written word and cover a breadth of genres, time periods, and nationalities. Students also have opportunities in courses of expository and creative writing to practice communicating more effectively to serve a wide variety of purposes with a wide range of readers, including, of course, academic. All courses within the program pay special attention to the art of critical thinking, reading, and writing, thereby preparing English majors to go on to graduate school; to enter English-related fields such as teaching, writing, editing, or publishing; or to work in a traditional business setting, where they are prized for their ability to think and communicate clearly. Students may choose from two English tracks: English or English Secondary Education.

*Major:* The English major requires completion of ENG 250 or 107; CWR 201 and one additional Creative Writing course; ENG 212, 213, 470, or 415 with a Global Literature topic; ENG 320; ENG 341, 342, 351, 352; ENG 441; four more electives at the 200 level or above, at least three of which are English and one in English, Creative Writing, Communications, or a related field; with consent of the department chair; and an internship or senior thesis of at least 3.0 credits. English 415, Special Topics in English, may be substituted for any of the above course choices when the special topic matches the course category.

English Education majors must complete ENG 121 or 106; ENG 250 or 107; ENG 204, 205 ENG 212, 213, 470, or 415 with a Global Literature topic; ENG 230, 310, 341, 342, 351, 352, 441; SPE 111; CWR 201; and EDU 395. English 415, Special Topics in English, may be substituted for any of the above course choices when the special top matches the course category.

All English majors except English Secondary Education major must complete a minor in another field (such as Shakespeare, History, Theatre, Communications, and so on).

*Minor:* A minor in English requires completion of 21 credits in writing or literature at the 212 level or above...or a related field (with consent of advisor). An English major seeking a minor in Creative Writing may apply CWR 201, one upper-level Creative Writing course, and two English literature courses toward both the major and the minor. The minor also requires at least three additional courses in Creative Writing in three different genres.

#### **General Education Core Requirements 40 Credits**

##### **English Major Requirements 42 Credits**

CWR 201	Introduction to Creative Writing	3
ENG 230	Advanced Composition	3
ENG 250	Exploring Literature	3
OR ENG 107	Honors Composition II	
ENG 441	Shakespeare	3

##### *Two American Literature Surveys:*

ENG 341	American Literature to 1865	3
ENG 342	American Literature 1865-Present	3

##### *Two British Surveys:*

ENG 351	British Literature I: Beowulf to 18th Century	3
ENG 352	British Literature II: Romantic Era to Contemporary	3

##### *One Global Literature Course:*

ENG 212	Global Literature	3
ENG 213	Postcolonial Literature	3
ENG 470	Vietnam Era	3
ENG 415	Special Topics: Global Literature	3

##### *Electives:*

Two courses that are ENG 200+	6
Two courses that are either ENG, CWR, COM, or related field.	6

##### *Thesis/Internship*

ENG 495	Internship	3+
ENG 499	Senior Thesis	

*Fulfils a General Education Core Requirement*

## **FOUNDATIONS OF EDUCATION**

The Foundations of Education Bachelor of Arts degree at Waldorf College offers students the opportunity to gain entry into fields requiring a degree. Also, practitioner candidates who elect not to student teach, are not making satisfactory progress, or are not recommended for licensure after completing student teaching, may complete a Foundations of Education B.A. (Approval of Education Department required.)

#### **Degree Requirements**

**Education Core:** Complete a 40-hour Education Core component, which includes an internship.

**Degree Upper Division Courses:** 40% of all coursework must be at the 300-400 level.

**Grade Requirement:** C- or above must be achieved in all courses in the major.

**GPA:** The B.A. in Foundations of Education would require a minimum GPA of 2.0.

**Internship:** An internship (typically 2-9 credits) must be completed and designed to give the Foundations of Education student practical experience in a field of their choice in a professional setting. The internship needs to be tailored to the student's individual career interests.

**Minor:** A minor in Education requires the completion of EDU 201, 210; PSY 144; SPED 220; and 9-12 additional credits in EDU, MUE, PED 200+, and/or SPED courses. Courses with prerequisites need to be filled before or concurrently with enrollment.

#### **Education Minor Requirements 21-23 Credits**

EDU 201	Introduction to Teaching	3
EDU 210	Human Relations for Teachers	2
PSY 144	Human Growth and Development	3
SPED 220	Exceptional Learners	3

*9-12 additional credits in EDU, MUE, PED 200+, and/or SPED*

## **GEOGRAPHY**

Courses in geography foster an understanding of the world and the major social and environmental issues that confront us. Geography courses are required for the All Social Science Endorsement of the History Education major. However, geography courses are recommended for all history majors and those interested in a career that requires a comprehension of the world around us.

## **GERMAN**

Courses in the department seek to develop both communicative competence and cultural awareness. The department assists students in determining their optimum level of entry.

## **HEALTH PROFESSIONS**

#### **(Pre-Professional Programs) Guidelines**

Waldorf College prepares its students for a life of service. Health professionals provide some of the greatest service to human societies. These guidelines will prepare Waldorf students for application into one of several schools for health professionals. Generally, because health professionals interact constantly with people, professional schools seek applicants who are well-rounded and have course work in the social sciences, humanities, business, foreign languages, etc, in addition to the courses listed in the programs below. Participation in an activity (e.g., academic club, music, sports, theatre) is also helpful.

Admission into a professional school is highly competitive and difficult to attain. Successful students must demonstrate their competence in these subjects with high grades (typical GPAs of students admitted into professional schools is >3.25; some report a mean GPA of 3.6) and also earn high scores on one of the nationally standardized admissions tests (e.g., MCAT, PCAT).

Students also can strengthen their preparation with additional experiences. Waldorf places a high value on Internships and Undergraduate Research experiences. Acquiring such experiences helps a student

learn to apply what he/she has learned in the classroom, demonstrates the student's critical thinking skills to professional schools, and is personally very rewarding for the student.

The programs below are not self-contained majors because they do not include all the other requirements necessary to complete a Bachelor's degree at Waldorf College. Students wishing to complete one of these programs must choose a departmental major (e.g. biology, wellness, psychology) and work with his/her advisor to incorporate the requirements of the program into that department's curriculum.

Admission requirements are not universal among professional schools; the courses listed for each program are listed by different categories that reflect this variation. Before completing their work at Waldorf, students also should check with the specific school to which they want to apply for any variance from the requirements listed below.

#### **Pre-Chiropractic Guidelines:**

Required Courses: BIO 120, 155, 220, 340; CHM 131, 132, 241, 242; PHY 221, 222; MTH 201  
Recommended Courses: BIO 207; WEL 350, 390

#### **Pre-Dentistry Guidelines:**

Required Courses: BIO 120, 220; CHM 131, 132, 241, 242; PHY 221, 222; MTH 201; PSY 111  
Additional Required by Some Schools: BIO 330, 440; MTH 203  
Recommended Courses: BIO 207, 340, 372

#### **Pre-Medicine Guidelines:**

Required Courses: BIO 120, 220, 350, 352; CHM 131, 132, 241, 242; PHY 221, 222; MTH 201; PSY 111  
Additional Required by Some Schools: MTH 203  
Recommended Courses: BIO 207, 222, 330, 332, 340, 372, 440, 442; PSY 322

#### **Pre-Pharmacy Guidelines:**

Required Courses: BIO 120, 220, 330, 340, 350, 352; CHM 131, 132, 241, 242; MTH 201, 203; PSY 111, 322  
Recommended Courses: BIO 207, 222

#### **Pre-Physical Therapy Guidelines:**

Required Courses: BIO 120, 220, 350, 352; CHM 131, 132; PHY 221, 222; MTH 201; PSY 111, 144  
Additional Required by Some Schools: MTH 203; PSY 322  
Recommended Courses: BIO 207; WEL 350, 360, 390, 405

#### **Pre-Physician Assistant Guidelines:**

Required Courses: BIO 120, 220, 350, 352; CHM 131, 132, 241, 242; PHY 221, 222; MTH 201; PSY 111  
Recommended Courses: BIO 207, 222, 330, 332, 340, 372, 440, 442; MTH 103; PSY 144, 322

#### **Pre-Veterinary Medicine Guidelines:**

Required Courses: BIO 120, 220, 330, 332; CHM 131, 132, 241, 242; PHY 221, 222  
Additional Required by Some Schools: BIO 340; MTH 203  
Recommended Courses: BIO 222, 350, 352, 372; MTH 201; PSY 111

## HISTORY

The study of history is based on developing familiarity with a broad base of information from a wide variety of sources. It provides a view of the past and its many interpretations to provide an informed perspective for present and future political, economic, scientific, cultural, and social activity through reading and research in written records. History courses help prepare students for a wide variety of careers in research, education, law, government, executive management, journalism, park service, military service, law enforcement, diplomacy, religion, banking, lobbying, and museum curatorship. One history course is required of all students seeking a degree from Waldorf.

Students seeking a bachelor's degree in History may choose from three history tracks: History, History Political Science, and History Education. All history majors, except for History Education majors, must designate a minor as part of their liberal arts experience at Waldorf. In the absence of another designated minor, history majors must complete the Humanities minor (see the Humanities section of this catalog for a description of the minor).

**Major:** The Bachelor of Arts in History major will take three of the four World History survey courses (HIS 110, 120, 161, and 171), both of the United States History surveys (HIS 201 and 202) and Methods of History (HIS 210). Majors are also required to take four upper-level 300+ history courses, three one credit topical history seminars (HIS 499) and complete either a six hour internship or senior thesis. Students intending to go on to graduate study are strongly encouraged to select the thesis option.

The Bachelor of Arts in History/Political Science major will choose one of the sequence of four World History courses (HIS 110, 120, 161 and 171), both of the United States History sequence (HIS 201, 202) and Methods of History 210, American Government (POL 112) and three seminars (HIS 499). In addition, the political science history major will take POL/COM 204 or 422, as well as four additional upper-division POL courses though one upper-division HIS can be used as a substitute. These majors are also encourage to take geography or economics courses. An internship of six credit hours or six hours of a thesis is required (see traditional history major requirements for department recommendation).

History Education majors may choose one of four endorsements: American & World History, American History & Government, World History & Government, and All Social Science. History Education majors should consult with an advisor in Education and an advisor in History. Students should follow the suggested curricula for the endorsements. A listing a required course work for the Professional Secondary Education Core is found in the Education section of the catalog.

Advanced placement high school courses will be considered in lieu of department requirements, including Language, on an individual basis.

**Minor:** A minor in History require completion of 21 credit hours; two of HIS 110, 120, 161, or 171; either HIS 201 or 202; three 300+ level HIS courses; and a POL elective.

A minimum grade of C- is required of all Geography, History, or Political Science courses in order to receive credit towards the major or minor.

### Suggested Curriculum

While the bachelor's degree in History (except History Education) is not a block program and does not demand sequential courses, the History program at Waldorf College does seek to systematically promote the development of skills in critical thinking, reading, writing, and undergraduate research. The Department of History has organized its courses to systematically promote the development of these skills. Students should remember that the different levels of courses focus on different skills in a manner intended to help them build and develop these essential skills and that classes at higher levels will begin with the assumption that students have mastered the skills taught at lower levels. Majors are encouraged to complete their general education, lower-level requirements as soon as possible. Whenever possible, all history majors are required to take HIS 210 Introduction to Historical Methods during the all of their sophomore year. History Education majors should consult Education requirements for prerequisites and sequence planning. Students should coordinate their enrollment with their advisor and the Registrar.

### Sequence of Courses

100 Level Courses—Focus on the study of development of human civilization around the world. Particular emphasis will be placed on developing the skills of identifying, selecting, and critically reading appropriate secondary sources of historical information.

200 Level Courses—Focus on the study of development of the United States from its pre-colonial foundations to the present. Particular emphasis will be placed on introducing the skills of analytical writing for history.

HIS 210 Introduction to Historical Methods—Brings together the skills of identifying and selecting sources, critically reading, researching, and writing for history in preparation for more advanced undergraduate research projects. Required of all History Majors, whenever possible, in the fall semester of their sophomore year.

300 Level Courses—Focus on the study of specific and defined topics in history by concentrating on Historiography: the development of historical interpretations. Emphasis will be placed on the promotion and practice of the skills of historical study through research and writing.

400 Level Courses—Focus on the study of specific and defined topics in history. Emphasis will be placed on the application and practice of the skills of history.

### General Education Core Requirements

**40-46 Credits**

#### History Major Requirements

**12-13 Credits**

HIS 201	U.S. History to 1877	3
HIS 202	U.S. History Since 1877	3
HIS 210	Methods of History	3
HIS 999	History Seminar	6

#### History Track Requirements

**24 Credits**

##### Three courses from the following:

HIS 110†	Ancient World	3
HIS 120†	Medieval World	3
HIS 161†	Modern World	3
HIS 171†	Contemporary World	3

### Five courses from the following\*:

HIS 300	History of the Northern Plains	3
HIS 310	Ancient Greece	3
HIS 315	Early Church History	3
HIS 320	Roman Republic and Empire	3
HIS 335	Medieval Europe	3
HIS 336	Introduction to Muslim World	3
HIS 355†	Modern Africa	3
HIS 360†	Modern Latin America	3
HIS 361	American Women's History	3
HIS 362	U.S. Foreign Policy	3
HIS 363	African American History	3
HIS 364	American Environmental History	3
HIS 405	Colonial Revolutionary America	3
HIS 417	American Civil War	3
HIS 418	Modern American Presidency	3
HIS 420	Contemporary America	3
HIS 422	The Vikings	3
HIS 427	Medieval England	3
HIS 430	British Empire	3
HIS 435	Modern Britain	3
HIS 440†	Modern Germany	3
HIS 460	The Great War	3
HIS 462	FDR: Depression and War	3
HIS 465	World War II	3
HIS 470	Vietnam Era	3
HIS 471	From the Beats to the Beatles	3
HIS 475	Special Topics	3

### Six credits from the following:

HIS 495	Internship	6
HIS 496	Senior Thesis Research	3
HIS 497	Senior Thesis Writing	3

### Political Science Track Requirements

HIS 499	History Seminar
POL 112	American Government

### One course from the following:

HIS 110†	Ancient World
HIS 120†	Medieval World
HIS 161†	Modern World
HIS 171†	Contemporary World

### One course from the following:

POL 204	Introduction to Public Relations
POL 422	Public Relation Skills

### Six credits from the following:

POL 495	Internship
POL 496	Senior Thesis Research
POL 497	Senior Thesis Writing

### Four upper-division POL courses are also required (one upper-division HIS course can be substituted):

POL 300	Argumentation and Debate
POL 320†	Modern Global Issues
POL 330	Comparative Government
POL 362	U.S. Foreign Policy

POL 410	American Law
POL 418	Modern American Presidency
POL 422	Public Relations Skills
POL 462	FDR: Depression and War
POL 475	Special Topics

<b>21 Credits</b>
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### History Minor Requirements

#### Two courses from the following:

HIS 110†	Ancient World
HIS 120†	Medieval World
HIS 161†	Modern World
HIS 171†	Contemporary World

<b>21 Credits</b>
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Three HIS 300+ courses.
One POL elective.
<i>†Fulfills a General Education Core Requirement</i>
<i>*May be waived if completed four years of high school foreign language</i>

## HONORS

The Honors College provides challenging programs that serve the needs of the motivated and academically successful student. It offers honors courses, honors sections of regular courses, special seminars, independent research opportunities, trips to regional cultural events, and study abroad experiences. Incoming students with a GPA of 3.5 and/or an ACT score of 24 are invited to join the Honors College. Students who do not meet the stated scores, but are interested in joining the Honors College are encouraged to contact the Director of the Honors College.
Honors College members are eligible to take any honors courses offered at Waldorf without prior approval. A student who is not a member of the Honors College may take honors courses if the student has at least a 3.0 cumulative GPA and has permission of the instructor and the Director of the Honors College.

## HUMANITIES

The Department of Humanities strives to offer each student an understanding and appreciation of Fine Arts (Music, Visual Art, Theatre,) Literature and Writing, Religion and Philosophy, and History by focusing on the development of critical thinking, writing, and research skills through the offering and exploration of a broad liberal arts education.
<i>Minor:</i> A Humanities minor (21-23 credits) requires the completion of HUM 300, and five additional courses from the different disciplines listed above for the Humanities major.
If the student's major is within the Humanities (e.g. English or History), then the minor cannot

## LEGAL PROFESSIONS

Waldorf College prepares its students for a life of service through a wide variety of professions. One opportunity to serve which many students pursue is through the legal profession. Law Schools do not require a pre-law degree for admissions to their programs. What really matters in Law School admissions is overall academic accomplishments in a rigorous program, grades on the Law School Admissions Test (LSAT), written recommendations and a personal statement. Students interested in pursuing a degree and career in the legal profession are advised to major in any discipline that interests them and will challenge them academically. In generally it is advisable to take courses which promote logical thinking (Math and Science); critical reasoning, overall literacy and written and oral communications skills (Humanities) and emphasize social institutions (Sociology, Psychology and Business).

Admissions into law school is highly competitive and difficult to attain. Successful students must demonstrate their competence with high grades and also earn high scores on the LSAT. Students also can strengthen their preparation with additional experiences. Waldorf places a high value on internships and undergraduate research experiences. Acquiring such experiences helps a student learn to apply what he/she has learned in the classroom, demonstrate the student's critical thinking skills, and is personally very rewarding for the student.

For students interested in preparing for law school Waldorf College offers a Pre-Law Track to be taken in conjunction with any academic major. The program is not itself a major because it does not include all the other requirements necessary to complete a Bachelor's degree at Waldorf College. Students wishing to complete the program must choose a departmental major and work with his/her advisor to incorporate the requirements of the program into that department's curriculum.

### Pre-Law Guidelines:

Required Courses: POL 112, 410; REL 205; 6 hours of internship within the legal profession, and two of the following six sequences: BUS 410 and COM 441; ECO 251 and 252; MTH 101 and 203; SOC 221 and 222; PHL 271 and 272; or PHY 221 and 222.

## MATHEMATICS

The Department of Mathematics strives to develop in each student an understanding and appreciation of the methods and techniques of mathematics and the ability to use these skills in relevant application problem solving.

A graduation requirement for all students seeking a degree is the completion of at least one course in mathematics numbered MTH 101 or above.

The Department of Mathematics offers an Elementary Math Endorsement, a 5-12 Math Endorsement, and a Math Minor.

The Elementary Math Endorsement requires the completion of MTH 101 and 201; CIS 130; two courses from MTH 102, 110, 203, and 204; and the coursework and student teaching required for Professional Elementary Education Core (found in the Education section of the catalog).

The 5-12 Math Endorsement requires the completion of MTH 201, 203, 204, 300, 330, and 340; CIS 130; and the coursework and student teaching required for Professional Secondary Education Core (found in the Education section of the catalog).

*Minor:* A minor in Mathematics requires completion of 24 credits including MTH 203, 204, 300, 330, 340, and MTH 201 or CIS 130.

### Mathematics Minor Requirements

**24 Credits**

MTH 203†	Calculus I	4
MTH 204†	Calculus II	4
MTH 300†	Discrete Mathematics	4
MTH 330†	Linear Algebra	4
MTH 340†	Classical and Modern Geometry	4

*One course from the following:*

MTH 201†	Elementary Statistics	4
CIS 130	Programming Fundamentals	3

## MUSIC

The mission of the music department is:

1. To offer an undergraduate music program in a liberal arts setting which serves both the student majoring in music as well as the non-major with an interest in growing musically.
2. To cultivate an atmosphere of musical integrity in which the future music professional's ability to work and think in their field is fully developed.
3. To maintain a teaching faculty that models personal and professional integrity, and is committed to students as whole persons—encouraging and supporting them while demanding their very best.
4. To foster an environment for performance and learning which is essentially Christian, including Godly stewardship of time, ability and talent, the creation of a supportive family of goodwill and congeniality, and encouragement of healthy competition.
5. To provide the necessary pre-professional development of the most talented students while providing ample opportunity to those who demonstrate ability and desire, but who commence collegiate studies with less sophisticated performance experience and musical background.
6. To prepare students not only for the profession of music, but also for life-long learning, service to church and community, and enjoyment of their abilities at home.

### The Music Major

Students seeking a Bachelor's degree in music may choose:

- Music Major with a choice of emphases: Vocal Performance, Instrumental Performance, Piano Performance, or Church Music
- Music Education Major which leads to K-12 licensure in the State of Iowa
- Arts Management Major

All Bachelor's degrees in music require completion of the Waldorf Core Curriculum. Music Education majors must fulfill the Social Science requirement (VII) with EDU 120 and PSY 144, and the upper level Religion requirement (III) with REL 400.

The Music Major requires a minor in a second academic area. The Humanities Minor and Theatre Minor are designed to complete the Music Major. It is required for the Vocal Performance Emphasis and highly recommended for the others.

All music majors who have not passed the piano proficiency exam are required to study piano. Whether it is in piano class or in applied lessons is at the discretion of the music department.

### General Education Core Requirements

**40-46 Credits**

### Music Core for All Performance Emphasis, Church Music Emphasis and Music Education

**41 credits**

MUS 101	Theory I	3
MUS 102	Theory II	3
MUS 103	Aural Skills I	1
MUS 104	Aural Skills II	1
MUS 201	Theory III	3
MUS 202	Theory IV	3
MUS 203	Aural Skills III	1
MUS 204	Aural Skills IV	1
MUS 215	Conductor's Workshop	2
MUS 216	Music Arranging/Music Technology	1
MUS 300	World Music	3
MUS 301	Music History I	3
MUS 302	Music History II	3
MUS 318	Music History III	3
MSA	Applied Lessons	6
MSA	Major Ensembles	4

*Students must also pass the Piano Proficiency Exam.*

### Vocal Performance Requirements

**23-24 Credits**

MUS 111	Diction for Singers I	1
MUS 211	Diction for Singers II	1
MUS 311	Diction for Singers III	1
MUS 315	Conductor's Workshop II	2
MUS 382	Seminar: Choral Literature	1
MUS 420	Vocal Literature	2
MSA	Additional Applied Lessons	6
MSA 313	Half Recital, Voice	1
MSA 413	Full Recital, Voice	2
THR 132	Acting I	3

*One course from the following:*

GER 101-102†	Elementary German	4
GER 201-202†	Intermediate German	3

An academic minor is also required. A humanities minor or theatre minor is recommended.

### Instrumental Performance Requirements

**18 Credits**

MUS 315	Conductor's Workshop II	2
MUS 316	Conductor's Workshop III	2
MUS 384	Seminar: Instrumental Ensemble Literature	1
MSA	Additional Applied Lessons	8
MUS 422	Instrumental Repertoire (guided study)	2
MSA 316	Half Recital, Instrumental	1
MSA 416	Full Recital, Instrumental	2

*An academic minor is also required. A humanities minor is recommended.*

### Keyboard Performance Requirements

**19 Credits**

MSA 225	Collaborative Piano	2
MUS 315	Conductor's Workshop II	2

MUS 316	Conductor's Workshop III	2
MUS 421	Piano Literature (guided study)	2
MSA	Additional Applied Lessons	8
MSA 314	Half Recital, Piano	1
MSA 414	Full Recital, Piano	2

*An academic minor is also required. A humanities minor is recommended.*

<b>Church Music Requirements</b>	<b>20-23 Credits</b>
MUS 315	Conductor's Workshop II
MUS 330	Music and Worship and the Lutheran Tradition
MUS 382	Seminar: Choral Literature
MSA	Additional Applied Lessons
MSA 313-316	Half Recital
MUS 430	Church Music Practicum and Internship

<i>One course from the following:</i>	
SPE 111†	Essentials of Public Speaking
THR 132†	Acting I

*A religion minor is also required.*

<b>Music Education Requirements</b>	<b>17 Credits</b>
MSA 313-316	Half Recital
MUE 341	Methods of General Music in the Public Schools K-12
MUE 360	Percussion Skills
MUE 361	Woodwind Skills
MUE 362	Brass Skills
MUE 441	Methods of Performance Ensembles in the Schools
MUS 315	Conductor's Workshop II
MUS 316	Conductor's Workshop III
MUS 382	Seminar: Choral Literature
MUS 384	Seminar: Instrumental Ensemble Literature

<b>Professional Education Core for Music Education</b>	<b>37 Credits</b>
EDU 144	Human Growth and Development
EDU 201†	Introduction to Teaching
EDU 202	Introduction to Teaching Clinical
EDU 210†	Human Relations for Teachers
EDU 230	Educational Media and Computers
EDU 240	Educational Psychology
EDU 395	Content Area Reading
EDU 400†	Ethics and Religious Diversity in Public & Private Edu.
EDU 406	Elementary Music Student Teaching
EDU 411	Multicultural Practicum
EDU 421	Secondary Music Student Teaching
EDU 430	Capstone</

MSA	Major Ensembles	
MUS 101	Theory I	4
MUS 102	Theory II	3
MUS 103	Aural Skills I	3
MUS 104	Aural Skills II	1
MUS 300	World Music	1
MUS 301	Music History I	3
MUS 302	Music History II	3
MUS 318	Music History III	3
MUS 215	Conductor's Workshop I	3
MUS 434	Arts Management Practicum and Internship	6-9

*One course from the following:*

SPE 111†	Essentials of Public Speaking	3
THR 132†	Acting I	3

*The Art Management track does not need to complete the Music Core.*

#### **Music Minor Requirements**

**21 Credits**

MUS 101	Theory I	3
MUS 102	Theory II	3
MUS 103	Aural Skills I	1
MUS 104	Aural Skills II	1
MUS	Electives	6
MSA	Applied Lessons (80s level, one discipline)	2
MSA	Major Ensembles	2

*One course from the following:*

MUS 301	Music History I	3
MUS 302	Music History II	3
MUS 318	Music History III	3

*†Fulfills a General Education Core Requirement*

#### **PHILOSOPHY**

Philosophy courses at Waldorf engage students in a study of the meaning and values of life in an effort to assist them in the development of their own reason for living.

#### **PHYSICAL EDUCATION, HEALTH, AND RECREATION**

The Department of Physical Education offers a K-12 Physical Education Endorsement. The Department also offers supporting coursework for other majors and required coursework for all students planning to earn a degree from Waldorf.

For students pursuing a degree from Waldorf there is a one-credit physical education activities requirement which consists of two different half-credit lifetime activity courses. (Credit for varsity athletics does not meet this requirement.)

Coaching authorization for various states may be obtained by taking the following four courses: PED 251, 272; PED 271 or BIO 155; and PSY 144. PED 170 is strongly recommended.

The K-12 Physical Education Endorsement requires the completion of PED 170, 210, 230, 301, 343, 344, 345, 346, and six activity courses; BIO 105 or 120 and 155; and WEL 390. Also required is the completion

of the Professional Education Core coursework: EDU 201, 202, 210, 230, 240, 395, 400, 411, 430, 440, 460 or 465, 480, and 481; PSY 144; and SPED 220 and 310. A Concentration in Health or Special Education is also required. The Health Concentration requires the completion of WEL 101, 207, 212, 221, and 230. The Special Education Concentration requires the completion of SPED 220, 310, 365, 450, and 461.

#### **PHYSICS**

The aims of physical science and physics courses are to explain and develop an appreciation for basic concepts and principles, to develop skills in problem solving and laboratory measurement, and to develop in the student an understanding of contemporary scientific issues. Non-science majors can take PHY 151 Physical Science to satisfy the Core Curriculum requirement.

#### **POLITICAL SCIENCE**

Courses in political science encourage responsible citizenship and are especially recommended for those entering a career in law, public administration, law enforcement, civil service, or teaching.

A political science history major is available with a listing of required course work in the History section of the catalog.

#### **PSYCHOLOGY**

Psychology is the study of behavior and mental processes and is traditionally a popular field of study. By the very nature of the profession, psychology is a service vocation. This fits well with Waldorf's mission of preparing students for "lives of service." A Bachelor's degree in psychology prepares students to be well-rounded, educated individuals as it reflects many of the goals of a liberal arts education by providing a knowledge base, thinking skills, analytical reasoning, interpersonal skills, and ethical values. Psychology majors are prepared to pursue graduate and professional programs in psychology, where they could further specialize in a variety of areas in psychology including clinical, experimental, developmental, social, cognitive, human factors, sports, industrial/organizational, health, and forensics. They are also prepared for further education in areas such as medicine, law, social work, nursing, and ministry.

Some psychology majors directly enter the job market in positions related to psychology, including case managers, childcare workers, corrections or parole officers, mental health technicians, political campaign workers, public relations specialists, and social services workers. Others with Bachelor's degrees find positions in jobs that at first glance do not seem directly related to psychology, such as advertising agents, college admissions officers, congressional aides, customer service representatives, human resources workers, law enforcement officers, insurance agents, marketing researchers, restaurant managers, public relations experts, and loan officers.

Given the vast array of career opportunities, students may find that psychology is a good complement to a number of other majors or minors offered at Waldorf, such as business, communications, criminal justice, education, wellness, humanities, history-political science, English, and theatre.

**Major:** The Psychology major requires the completion of 46.5 total credits consisting of foundations (I), core content (II), and elective (III) courses. I. All students must complete PSY 100; 111; 360; 361; 401 and MTH 201. II. Students must choose 1 course from four of the five core content areas: Developmental Psychology (PSY 144); Social Psychology (PSY 222 or PSY 232); Cognitive Psychology (PSY 311 or PSY 310); Biological Psychology (PSY 230 or PSY 331); Individual Differences (PSY 320 or PSY 322). III. Students must take 18 credits of psychology electives, selecting from those not being used to satisfy area II and the remaining psychology course offerings. Note: Students may apply up to 6 total credits combined of 495/496. Any additional credits in these courses would be considered general electives and not part of the major.

**Double Major:** Many psychology students choose to double major in related fields to pair with their psychology degree (e.g. criminal justice, biology, wellness, etc.). Students who wish to double major must complete the required courses for both majors with 15 credits in each major not being applied to the other major.

**Minor:** The Psychology minor requires completion of: PSY 111; 360; MTH 201 and 12 credits of psychology electives selected from the remaining psychology course offerings.

#### **General Education Core Requirements**

**40-46 Credits**

#### **Psychology Major Requirements**

**46.5 Credits**

##### *I. The following foundation courses are required*

MTH 201†	Elementary Statistics	4
PSY 100	Orientation to Psychology	.5
PSY 111†	General Psychology	3
PSY 360†	Introduction to Research Methods	3
PSY 361†	Advanced Research Methods	4
PSY 401	Senior Capstone	2

##### *II. Select one course from four of the following areas:*

###### *A. Lifespan Development*

PSY 144† Human Growth & Development

###### *B. Social Psychology*

PSY 222† Social Psychology

PSY 232† Close Relationships

###### *C. Cognitive Psychology*

PSY 311† Cognitive Psychology

PSY 310† Principles of Learning

###### *D. Biological Psychology*

PSY 230† Biological Psychology

PSY 331† Sensation and Perception

###### *E. Individual Differences*

PSY 322† Abnormal Psychology

PSY 320† Theories of Personality

##### *III. PSY Electives*

**18**

#### **Psychology Minor Requirements**

**22 Credits**

MTH 201†	Elementary Statistics	4
PSY 111†	General Psychology	3
PSY 360†	Introduction to Research Methods	3
PSY	Electives	12

*†Fulfills a General Education Core Requirement*

#### **RELIGION**

The Religion Department plays a central role in the Liberal Arts education offered by Waldorf College. The department challenges students to think and see life and the world in new ways as well as to consider the deepest questions of purpose and meaning. Finally, the department asks each student to deeply consider why he or she is on this earth. No student at Waldorf College is allowed to avoid these questions.

A Religion minor can accompany any major offered by the college and may give the student a larger perspective in which to understand life, one's work, and how one approaches one's work. In a world where the demand for non-ordained church workers is rapidly growing, a religion minor will provide a foundation for those students who may be seeking to work for the church in a non-ordained capacity. The Religion minor will also do much to help those students who are preparing for seminary and advanced academic work in religion. Refer to the Church Professions section of the catalog for the list of suggested courses for Pre-Seminary.

A minor in Religion requires the completion of 21 credit hours in Religion and Philosophy, including REL 103; minimum of one course from Historical/Theological (REL 206, 336, PHL 271, 272) and minimum of one course from Applied (REL 205, 330, 400, 435, 450). Religion minors are strongly encouraged to seek foreign language opportunities.

#### **Religion Minor Requirements**

**21 Credits**

REL 103†	Introduction to Biblical Literature	3
<i>One course from the following:</i>		
REL 206	World Religions	3
REL 336	Introduction to the Muslim World	3
PHL 271	Philosophical Ethics	3
PHL 272	Introduction to Philosophy	3

##### *One course from the following:*

REL 205	Contemporary Ethical Issues	3
REL 330†	Music and Worship and the Lutheran Tradition	3
REL 400†	Ethics and Religion Diversity in Public and Private Edu.	3
REL 435†	Religion and Career Values	4
REL 450†	Religion and the Arts	3

*†Fulfills a General Education Core Requirement*

#### **SOCIOLOGY**

Sociology is the scientific study of human social life introducing students to a better understanding of the social world and how human beings come to think and act as they do. Sociology courses support the core curriculum by providing insight and analysis into the workings of society, the family, and the legal system.

#### **SPANISH**

Courses in the Spanish department seek to develop both communicative competence and cultural awareness. The department assists students in determining their optimum level of entry.

#### **SPEECH**

Competence in oral communication is the primary objective of speech course offerings. They are an appropriate component for consideration in nearly every curriculum.

## **SPORT MANAGEMENT**

The Sport Management degree offered at Waldorf College will include the Waldorf College general education curriculum, a significant portion of the Waldorf Business major, eight 3-credit sport management courses and an 8-credit internship. The Sport Management major allows students, sport fans, and athletes to become more involved in managing sports. The information and skills students will develop in this field of study will prepare them for jobs in sport-related industries. Career opportunities include athletic directors, sport facilities managers, sport information directors, sport front office administrators, and sport communications directors.

**Major:** The Sport Management major requires completion of SMT 270, 280, 390, 400, 410, 420, 430, 433, 495; BUS 101, 102, 310, 313, 321, 330, 340, 344, 412; CIS 101, 101A; ECO 251, 252; MTH 101 or 110, 201; PSY 111 or 144; PSY 224 or SMT 280.

**Minor:** A minor in Sport Management requires completion of 23 credits including BUS 101, 310; ECO 251; SMT 410; and three of the following courses: SMT 270, 280, 390, 400, 420, or 430.

### **General Education Core Requirements**

**40-46 Credits**

#### **Sport Management Major Requirements**

**85 Credits**

BUS 101	Principles of Accounting	4
BUS 102	Managerial Accounting	4
BUS 310	Principles of Management	4
BUS 313	Marketing Management	4
BUS 321	Organizational Theory and Behavior	4
BUS 330	Business Communications	3
BUS 340†	International Business	3
BUS 344	Consumer Behavior	3
BUS 412	Human Resources Management	4
CIS 101	Computer Applications I	2
CIS 101A	Business Intelligence	1
ECO 251†	Macroeconomics	3
ECO 252†	Microeconomics	3
MTH 101†	General Education Math	
OR MTH110†	Quantitative Methods	4
MTH 201†	Elementary Statistics	4
PSY 111†	General Psychology	
OR PSY144†	Human Growth & Development	3
SMT 270	Sociology of Sport	3
SMT 280	Sport Public Relations and Promotions	3
SMT 390	Sport Fund Raising	3
SMT 400	Sport Facilities	3
SMT 410	Sport Administration	3
SMT 420	Sport Financing	3
SMT 430	Sport Legal Liability and Risk Management	3
SMT 433	Senior Seminar in Sport Management	3
SMT 495	Sports Management Internship	8

#### **Sport Management Minor Requirements**

**23 Credits**

BUS 101	Principles of Accounting	4
BUS 310	Principles of Management	4
ECO 251†	Macroeconomics	3
SMT 410	Sport Administration	3

*Three courses from the following:*

SMT 270	Sociology of Sport	3
SMT 280	Sport Public Relations and Promotions	3
SMT 390	Sport Fund Raising	3
SMT 400	Sport Facilities	3
SMT 420	Sport Financing	3
SMT 430	Sport Legal Liability and Risk Management	3

*†Fulfils a General Education Core Requirement*

## **THEATRE ARTS**

The mission of the Department of Theatre is to prepare our graduates with hands-on experience, a thorough academic foundation, and exploration of the concept of the theatre student as both a being of spirituality and reason for successful careers and fulfilling lives of service through the expression, teaching, producing, and advancing the vocation of theatre not only as an art form, but as a continuation of articulating the human condition.

The Department of Theatre offers majors in Theatre Arts with an emphasis in one of the five tracks (Acting/Directing, Design/Technology, Playwriting, Generalist/Scholarship, and Musical Theatre) leading to a Bachelor of Arts degree and Theatre/Speech Education major leading to a Bachelor of Science degree. Also offered are a minor program and concentration within the Humanities and Elementary Education major programs. Courses are open to all students meeting prerequisites and THR 132, Acting I fulfills the college's core requirement speech designation. The curriculum is grounded by a strong general humanities focus and many courses attempt to connect with the production season.

**Major:** All tracks of the Theatre major except Musical Theatre require completion of 8 Theatre Practica core; THR 132; 300; two courses from 315, 320, or 330; 385; 400; 450; and 495.

Courses required for the Design track are THR 140; 146; two courses from 242, 360, 361, or 362; 341; one course from 460, 461, or 462.

Courses required for the Performance track are two courses from THR 140; 146; 232; 241; 301; 332; 341; 360; 361; 362.

Courses required for the Playwriting track are THR 200; 232; 301; 332; and one repeated playwriting course.

Courses required for the Scholarship track are two courses from THR 140, 146, or 242; two courses from 200, 232, 301, 332, 340, 415; and one history course.

Courses required for the Musical Theatre track are 8 hours of MSA 183; 6 hours of MSA 184; MSA 313, 413; MUS 101, 102, 103, 104, 111; THR 132, 146, 300, 325, 333, 450, and 495; and must pass piano proficiency.

All theatre majors, except Theatre Education majors, must complete the Humanities minor. (See the Humanities section of this catalog for a description of the minor.)

**Minor:** A minor in Theatre requires completion of 24 credits including six Theatre Practica; THR 132; 140; 146; 300; 385; one course from 315, 320, 330; and one theatre elective course.

## **Shakespeare Minor**

The Waldorf College Theatre Department offers a Shakespeare minor in cooperation with the History and English Departments. Students in the Shakespeare minor take an array of courses in classical acting, Elizabethan history, original staging, etc., and work with Waldorf's annual Shakespeare play each fall. Students who successfully complete the minor and receive necessary faculty recommendations are granted entry into the Mary Baldwin College Master of Letters (M.Litt) and Master of Fine Arts program in Shakespeare and Renaissance Literature Performance.

The courses required for the Shakespeare minor are ENG 335; HIS 120 or THR 415; HIS 335; THR 320; 332; 400; 498; eight Theatre Practica, three of which must be from a Shakespeare production.

Theatre majors and minors are required to adhere to the department policies regarding portfolio review, capstone, internships, and advancement within the program. These policies are available in the current Theatre Department Handbook.

### **General Education Core Requirements**

**40-46 Credits**

### **Theatre Core Requirements**

**33 Credits**

THR 132	Acting I	3
THR 300	Directing I	3
THR 385	Playwriting	3
THR 400	Theatre Company	3
THR 450	Theatre Capstone	3
THR 495	Theatre Internship	9
THR 001/2/3	Practica Core	8

*Two courses from the following:*

THR 315	Classical Theatre	3
THR 320	Elizabethan and Restoration Theatre	3
THR 330	American Musical Theatre	3

### **Design Track Requirements**

**15 Credits**

THR 140	Introduction to Stagecraft	3
THR 146	Introduction to Theatrical Design	3
THR 341	Special Topics in Theatre Design	3

*Two courses from the following:*

THR 242	Stage Management	3
THR 360	Scenic & Properties Design I	3
THR 361	Lighting Design I	3
THR 362	Costume Design I	3

*One course from the following:*

THR 460	Scenic Design II	3
THR 461	Lighting Design II	3
THR 462	Costume Design II	3

### **Performance Track Requirements**

**15 Credits**

THR 146	Introduction to Theatrical Design	3
THR 241	Stage Management	3
THR 341	Special Topics in Theatre Design	3
THR 360	Scenic & Properties Design I	3
THR 361	Lighting Design I	3
THR 362	Costume Design I	3

*Two courses from the following:*

THR 232	Acting II	3
THR 301	Directing II	3
THR 332	Acting III: Styles	3

*Students must also repeat one playwriting course.*

### **Playwriting Track Requirements**

**15 Credits**

THR 200	Creative Dramatics	3
THR 232	Acting II	3
THR 301	Directing II	3

*Students must also repeat one playwriting course.*

### **Scholarship Track Requirements**

**15 Credits**

THR 140	Introduction to Stagecraft	3

the whole person and enabling her/him to become a better person by serving others.

Students will explore this rapidly growing field that offers career paths in corporate and campus wellness, the fitness and health industry, adult and children's recreation, and rehabilitation, hospitals and various healthcare fields, as well as research and graduate school options. Practical experiences are an integral part of this major. In addition to the internship, several courses have an experiential component through which students will gain real-life experiences in the community. After successful completion of coursework and practical experiences, Wellness majors should be prepared to take several Certification exams from the following organizations: American College of Sports Medicine, National Strength and Conditioning Association, and American Council on Exercise.

**Major:** The Wellness major requires the completion of one additional aerobic and one additional strengthening physical activity; PED 170, 272; WEL 155, 207, 212, 221, 310, 320, 350, 360, 380, 390, 405, 410, 420, 430, XXX (RESEARCH COURSE), 495; and the completion of supporting courses BIO 350 and 352 (pre-professional track), PSY 111, PSY 144, and CHM 121 (or 131 pre-professional track.) In addition, students must choose one of five specialty tracks: Fitness Management Track, Pre-Professional Track, Children's Wellness Track, Exploratory Track, or Strength and Conditioning Track.

The Management Track requires the completion of BUS 310; three of the following courses: BUS 101, 313, 344, or 412; and 6-7 credits of additional electives. Refer to the Business Minor Requirements for the additional courses needed to attain a Business minor if desired.

The Pre-Professional Track requires the completion of a minimum of 22 additional credits from a particular Pre-Professional Health program which must be approved by both the student's advisor and the Wellness Department Chair. This track allows students to concentrate on those courses necessary to gain admission into a professional school. Students will take BIO 120 (not 105), MTH 103 or higher (not 101) and BIO 350 and 352 (not 155) and CHM 131 (not 121.) Additional coursework may be necessary to obtain prerequisites for specific graduate programs/schools. Please refer to each graduate school's requirements for which you plan to apply when fulfilling credits for this track.

The Children's Wellness Track requires the completion of EDU 460; SPED 220; PED 343 and 345; PED/SPED 310; and BUS 310. A total of 5 additional elective credits are required.

The Exploratory Track requires the completion of a minor or 22 additional credits from other disciplines, which must be approved by both the student's advisor and the Wellness Department Chair. This track is intended to allow students to explore an area of interest or a variety of areas of interest.

The Strength and Conditioning Track requires the completion of BUS 310; PED 251; 2 courses from SMT 400, 410, or 430; WEL 202, 205, 206, 401, 402.

**Minor:** A Wellness minor is available with either an emphasis in Health Promotion or an emphasis in Exercise Science. The requirements for the Wellness Health Promotion minor are: WEL 101, 207, 212, 221,

310; PED 170; PSY 265 or PSY 224 or WEL 250; and two additional courses from WEL 250, 320, 350, 360, 380, 390, 405, 410, and 420 (while it does not count toward the additional six credits, WEL 155 may need to be taken as a prerequisite for some of the Wellness courses). The requirements for the Wellness Exercise Science minor are: WEL 101, 155, 207, 350, 360, 390; PED 170; and one additional course from WEL 212, 221, 250, 310, 320, 380, 405, 410, or 420.

#### General Education Core Requirements 40-46 Credits

<b>Wellness Major Requirements</b>		<b>63 Credits</b>
CHM 121	Chemistry in Society	3
PED 170	First Aid/CPR/AED for Work, Schools, & Community	1
PED 272	Treatment of Athletic Injuries	2
PSY 111	General Psychology†	3
PSY 144	Human Growth & Development†	3
WEL 155	Basic Human Anatomy and Physiology	3
WEL 207	Principles of Nutrition	3
WEL 212	Stress Management	2
WEL 221	Personal and Community Health	3
WEL 310	Health Promotion and Education	3
WEL 320	Nutrition for Sport and Fitness	3
WEL 350	Concepts of Exercise Physiology	4
WEL 360	Fitness Measurement and Exercise Prescription	4
WEL 380	Wellness Program Development and Administration	4
WEL 390	Kinesiology	3
WEL 405	Fitness Program Administration	4
WEL 410	Experiential Wellness	3
WEL 420	Wellness Programming with Special Populations	3
WEL 430	Senior Seminar	2
WEL XXX	Introduction to Wellness Research Methods????	3
WEL 495	Internship	4

*The Wellness major requires the completion of one additional aerobic and one additional strengthening physical activity.*

#### Fitness Management Track Requirements 22 Credits

BUS 310	Principles of Management	4
<i>Three courses from the following:</i>		
BUS 101	Principles of Accounting	4
BUS 313	Marketing Management	4
BUS 344	Consumer Behavior	3
BUS 412	Human Resources Management	4
	Electives	6-7

#### Pre-Professional Track Requirements 22 Credits

BIO 120†	General Biology	4
BIO 350	Comparative Chordate Anatomy	4
BIO 352	Vertebrate Physiology	4
CHM 131*	General Chemistry I	4
MTH 103+†	Elective	4
	Electives	2

*\*This replaces the Wellness Major required CHM 121 course.*

#### Children's Wellness Track Requirements 22 Credits

BUS 310	Principles of Management	4
EDU 460	Behavior Management for Elementary	2
PED 343	Methods of Teaching Phys. Edu.	

PED 345	in Elementary Schools	3	WEL 310	Health Promotion and Education	3
	Methods of Teaching Phys. Edu.		WEL 320	Nutrition for Sport and Fitness	3
SPED 220	in Secondary Schools	3	WEL 380	Wellness Program Development and Administration	4
	Exceptional Learners	3	WEL 405	Fitness Program Administration	4
SPED 310	Adaptive Physical Education	2	WEL 410	Experiential Wellness	3
	Electives	5	WEL 420	Wellness Programming with Special Populations	3

*+Fulfills a General Education Core Requirement*

#### Exploratory Track Requirements 22 Credits

*22 credits from other disciplines and/or a declared minor. Approval required.*

#### Strength and Conditioning Track Requirements 22 Credits

BUS 310	Principles of Management	4
PED 251	Theory, Psychology, and Ethics of Coaching	2
WEL 202	Theory of Strength and Conditioning	2
WEL 205	Practicum I: Strength and Conditioning	1
WEL 206	Practicum II: Strength and Conditioning	1
WEL 401	Strength and Conditioning I	3
WEL 402	Strength and Conditioning II	3

*Two courses from the following:*

SMT 400	Sport Facilities	3
SMT 410	Sport Administration	3
SMT 430	Sport Legal Liability and Risk Management	3

#### Wellness Health Promotion Minor Requirements 19-20 Credits

PED 170	First Aid/CPR/AED for Work, Schools, & Community	1
WEL 101†	Concepts of Wellness	1
WEL 207	Principles of Nutrition	3
WEL 212	Stress Management	2
WEL 221	Personal and Community Health	3
WEL 310	Health Promotion and Education	3

*One course from the following:*

PSY 224†	Sports Psychology	3
PSY 265†	Health Psychology	3
WEL 250	Substance Abuse: Prevention and Intervention	3

*Two courses from the following:*

WEL 250	Substance Abuse: Prevention and Intervention	3
WEL 320	Nutrition for Sport and Fitness	3
WEL 350	Concepts of Exercise Physiology	4
WEL 360	Fitness Measurement and Exercise Prescription	4
WEL 380	Wellness Program Development and Administration	4
WEL 390	Kinesiology	3
WEL 405	Fitness Program Administration	4
WEL 410	Experiential Wellness	3
WEL 420	Wellness Programming with Special Populations	3

#### Wellness Exercise Science Minor Requirements 22-24 Credits

PED 170	First Aid/CPR/AED for Work, Schools, & Community	1
WEL 101	Concepts of Wellness	1
WEL 155	Basic Human Anatomy and Physiology	3
WEL 207	Principles of Nutrition	3
WEL 350	Concepts of Exercise Physiology	4
WEL 360	Fitness Measurement and Exercise Prescription	4
WEL 390	Kinesiology	3

*One course from the following:*

WEL 212	Stress Management	2
WEL 221	Personal and Community Health	3
WEL		

# Course Descriptions

Courses of study and their descriptions are arranged according to number within departments or within defined, broad areas of study.

Courses numbered 99 and below are considered "college preparatory," and do not apply toward a degree at Waldorf. (Exceptions are MSA ensembles, PED varsity athletics, and THR practica.) Up to 3 credits per semester, however, may be counted internally toward "full-time" status and eligibility for extracurricular activity but are not included in any financial aid considerations.

Introductory courses are generally numbered 100-199 and intermediate courses are numbered 200-299. Upper division courses are numbered 300-499. Freshmen and sophomores are allowed to take Waldorf upper division courses with the approval of the instructor. The number of semester hours of credit for each course is listed following the title, such as (3 cr.).

Courses listed as "on demand" are offered only when there is sufficient interest. Classes may be cancelled if an insufficient number of students enroll for the course.

## Suggested Curriculum:

Suggested guides are available for each department to assist you with registration. For a curriculum to meet the individual needs of each student, the student together with his/her faculty advisor should:

1. Check carefully to see that all the graduation requirements of Waldorf College are being met.
2. Check the requirements for the specific major/minor program to make certain all the requirements are completed.
3. Choose carefully the electives to be added to the requirements; they add a very special dimension to the studies the student pursues.

A faculty advisor is assigned to assist, guide, and support each student's academic pursuits.

Faculty advisors are assigned, in part, because of their specialized knowledge and should be consulted for adjusting or modifying listed curricula. They should also be consulted for help in developing a curriculum not listed.

## ART

### ART 121 Drawing I (3 cr.)

The course is designed as a beginning drawing course for both the potential art minor and the student who has had no art background. Students work with a variety of media on landscape, figure, and still life subjects. Emphasis is directed to the development of visual control of form and space. (Course Fee \$20) (Fall)

### ART 134 Design (3 cr.)

Solving two- and three-dimensional design problems using different media. Problems with line, form, color, and spatial relationships are studied. (Course Fee \$30) (Fall)

### ART 221 Drawing II (3 cr.)

A study of the perceptual basis of line, form, color, and texture. Students

are engaged in studio problems involving these elements as related to two dimensional surfaces. (Prerequisite: ART 121) (Course Fee \$20) (Fall)

### ART 223 Painting I (3 cr.)

The course is designed as a beginning painting course; introducing color, picture organization, and color theory through a variety of subjects, including landscape, figure, and still life. (Course Fee \$50) (Spring)

### ART 323 Painting II (3 cr.)

A study of painting in terms of traditional and contemporary concepts with emphasis on developing various painting skills and techniques, while working toward a personal and original statement. Emphasis is given to the development of visual sensitivity to color and form. (Prerequisite: ART 223) (Course Fee \$20) (Spring)

### ART 421 Drawing III (3 cr.)

This course allows more independence to pursue and investigate personal concepts and visual vocabulary. (Prerequisite: ART 221) (Course Fee \$20) (Fall)

### ART 423 Painting III (3 cr.)

This course allows more independence to pursue and investigate personal concepts and visual vocabulary. (Prerequisite: ART 323) (Course Fee \$20) (Spring)

### ART 490 Senior Show and Portfolio Design (3 cr.)

Taken in the final semester, this course culminates in a senior show in the gallery. It affords time for advanced studio work for the show which the student will curate. The student will also prepare a professional portfolio. Available all semesters and taught as an independent study. (Prerequisite: Senior status) (Course Fee \$20) (Fall or Spring)

## BIOLOGY

### BIO 100 Orientation to the Biological Sciences (1 cr.)

A one-credit orientation for any student interested in majoring in the biological sciences. The purpose of this course is to introduce students to: 1) the scope and interrelated nature of the biological sciences, 2) the diversity of professions available to graduates of the biological sciences, and 3) some of the requirements students must meet for these professions. Speakers from a wide range of biological sciences will visit class to dialog with students. (Fall)

### BIO 105 Principles of Biology (4 cr.) 3-3

(3 hours of lecture and 3 hours of laboratory) This course is an introduction to biological principles for non-science majors. It does not satisfy the prerequisites for most advanced biology courses. The course material is presented within the context of human experience and covers topics such as cell biology, vertebrate systems, genetics, evolution, ecology, and the interaction of humans and the environment. (Course Fee \$65)

### BIO 120 General Biology (4 cr.) 3-3

A foundation course for science and preprofessional majors, this course includes an introduction to cellular structure and function, genetics, and

principles of ecology and evolution, all based within a context of scientific inquiry. (Prerequisites: 1 year of high school biology and 1 year of high school chemistry. Concurrent enrollment in CHM 131 recommended) (Course Fee \$65)

### BIO 125 Introduction to Environmental Science (4 cr.) 3-3

This course is an introductory study of the environmental sciences. Students will examine how human cultures have changed habitats in their pursuit of resources and how these changes have affected ecosystems and human cultures. Examples will include local, national, and global topics. The influence of economic and political aspects on environmental issues also will be explored. Lab exercises will illustrate concepts. (Prerequisite: BIO 105 or 120 or PHY 151 or CHM 131) (Course Fee \$65)

### BIO/WEL 155 Basic Human Anatomy and Physiology (4 cr.) 3-3

The structure and function of the human body, including discussions of dysfunction, current issues, and practical applications. Designed for Wellness and Physical Education majors. Credit will not be given for students majoring in Biology or Pre-professional health programs. (Prerequisite: BIO 105)

### BIO/WEL 207 Principles of Nutrition (3 cr.) 3-0

Introductory course designed to familiarize students with biochemical processes of digestion, absorption, and metabolism, as well as the contributions of various nutrients to the health of individuals at various ages; appropriate for pre-health professionals.

### BIO 220 General Zoology (4 cr.) 3-3

A survey of the animal kingdom. Topics include animal structure and function, growth and development, taxonomy and phylogeny, ecology and distribution. Concepts learned in BIO 120 will be applied to this study of animals. (Prerequisite: BIO 120) (Course Fee \$65)

### BIO 222 General Botany (4 cr.) 3-3

A survey of the plant kingdom. Topics include plant structure and function, growth and development, taxonomy and phylogeny, ecology and distribution. Concepts learned in BIO 120 will be applied to this study of plants. (Prerequisite: BIO 120) (Course Fee \$65)

### BIO 330 Biochemistry (4 cr.) 3-3

An introduction to biological macromolecules and their components. Topics will include enzymatic catalysis, thermodynamics and kinetics, and the control and integration of metabolic and catabolic processes. At all points in the course particular emphasis will be placed on the structure and function of proteins, carbohydrates, lipids, and nucleic acids. (Prerequisites: BIO 120 and CHM 242) (Course Fee \$65)

### BIO 332 Genetics (4 cr.) 3-3

A survey of the principles of Mendelian, molecular, population, and human genetics. Laboratories will provide an introduction to some of the major organisms used for studying genetics and will explore both classical and molecular techniques. (Prerequisites: BIO 120 and CHM 132) (Course Fee \$65)

### BIO 340 Microbiology (4 cr.) 3-4

The biology of microorganisms emphasizing morphology, physiology, and ecology of bacteria, fungi, and viruses, and their importance in medicine, the environment, agriculture, and industry. Laboratory emphasis on staining, observing, culturing, and identifying microorganisms. (Prerequisite: BIO 120; CHM 132) (Course Fee \$65)

### BIO 350 Comparative Chordate Anatomy (4 cr.) 3-3

A rigorous study of the origin and evolution of chordates, comparing anatomy, functional morphology, and evolutionary morphology across taxa. Laboratories include comparative dissections of different chordates, ranging from primitive fish to mammals. (Prerequisite: BIO 220 (Course Fee \$65)

### BIO 352 Vertebrate Physiology (4 cr.) 3-3

A rigorous study of the physiological systems and adaptive mechanisms of vertebrates to environmental variables. Topics include cellular, cardiovascular, neural and muscular, respiratory, renal, digestive, hormonal, and reproductive physiology, and pathophysiological conditions. Emphasis on mammalian physiology. (Prerequisites: BIO 350 and CHM 132; CHM 242 recommended) (Course Fee \$65)

### BIO 370 Ecology (4 cr.) 3-3

The study of ecological systems, including energy flow and nutrient cycles; factors that limit the distribution and abundance of organisms; population and physiological ecology; and the impact of humans on the environment. The laboratory will include field trips (Saturdays possible), the application of statistics, and an introduction to Geographic Information Systems (GIS). (Prerequisites: BIO 220, 222, CHM 132, and MTH 201) (Course Fee \$65)

### BIO 372 Evolutionary Biology (3 cr.) 3-0

Evolutionary theory forms the foundation for all modern biological thought. This course will examine the processes of evolution in detail (selection, genetic drift, genetic mutation on the molecular level, gene flow, speciation, and phylogeny), the methods by which biologists reconstruct the history of life on the planet, and directions of current research. (Prerequisite: BIO 220, 222, or 332)

### BIO 440 Cell and Molecular Biology (4 cr.) 3-3

An introduction to the cell as a biological unit and various molecular aspects of DNA, RNA, and protein structure, function, and expression. Topics include ultrastructure of the cell, macromolecular organization and function of cell components, recombinant DNA and genetic engineering, and regulation of gene activity. The laboratories focus on modern methods and instrumentation in cell and molecular biology. (Prerequisites: BIO 330, 332) (Course Fee \$65)

### BIO 442 Developmental Biology (4 cr.) 3-2

A study of the developmental processes that occur within the organelles, cells, tissues, organs, and organ systems of both plants and animals. Topics will include gametogenesis through organogenesis, morphogenesis, and senescence. Laboratories will include observation and experimentation with animal and plant systems. (Prerequisite: BIO 220, 222, and 332; BIO 440 recommended) (Course Fee \$65)

### BIO 470 Conservation Biology (4 cr.) 3-3

The biological basis of biodiversity and factors that affect it. Topics will include the history and development of resource conservation, introduction to population viability, landscape processes, restoration, and other current topics. Terrestrial systems will be emphasized. Students will complete a project in the geospatial analysis lab. Some Saturday trips. (Prerequisite: BIO 370, 372) (Course Fee \$65)

### BIO 491 Biology Research I (1-3 cr.)

A preparatory course using a literature search and proposal preparation for a research project. Students meet periodically with a research

advisor and submit a literature review and project proposal at the end of the semester. (Prerequisite: completion of at least 36 credits in the Biology major) (BIO 491 and BIO 492 must equal 4 credits)

#### **BIO 492 Biology Research II (1-3 cr.)**

The completion phase for the research project proposed in BIO 491. At the end of the semester, students prepare a written report and an oral summary to be presented in BIO 499, Senior Seminar. (Prerequisite: BIO 491) (BIO 491 and BIO 492 must equal 4 credits)

#### **BIO 493 Special Problems for Secondary Education Majors (3 cr.)**

A capstone, investigative experience for Secondary Education majors pursuing a Science Endorsement. Students will apply their knowledge and skills in the biological sciences to design and complete a research-type project. A final paper is required. (Prerequisite: Senior status)

#### **BIO 495 Biology Internship (4 cr.)**

Supervised work experience in a biology lab or area related to career choice. At the end of the internship, students prepare a written report and an oral summary to be presented in BIO 499, Senior Seminar. (Prerequisite: completion of at least 36 credits in the Biology major) (Internship can be split into two separate internships with approval.)

#### **BIO 499 Senior Seminar (1 cr.) 1-0**

A capstone course required for graduation that is designed to provide an integration of concepts in biology with a discussion of the ethics of applied biology. Students submit a written paper and make an oral presentation based on the completed work for either BIO 492 (Research II) or BIO 495 (Internship). (Prerequisite: Senior status as a Biology major)

## **BUSINESS**

#### **BUS 101 Principles of Accounting (4 cr.)**

This comprehensive first course in accounting emphasizes the accounting principles essential for a sole proprietorship and develops the various journals, ledgers, and financial statements necessary for business organizations.

#### **BUS 102 Managerial Accounting (4 cr.)**

Managerial Accounting emphasizes decision making for corporations. The course focuses on reading, analyzing, and interpreting financial statements for a corporation. Included is bond valuation, preparation of Cash Flow Statements, ratio analysis, and cost accounting principles for manufacturing firms. (Prerequisite: BUS 101 or consent of instructor)

#### **BUS 131 Introduction to Business (3 CR)**

Presents the fundamentals of business principles and practices. Business strategies emphasized are decision making and planning, teamwork, technology, and communication. Topics include analysis of the business environment, starting a new business, managing business and employees, marketing, accounting, and finance.

#### **BUS 310 Principles of Management (4 CR)**

A comprehensive study of management in today's organizations including the history of management. The primary functions of planning, organizing, leading and controlling will be covered in the context of today's environment. Additional topics will include team dynamics, interpersonal and organizational communication, motivation, decision making, problem-solving and conflict management.

#### **BUS 312 Financial Management (4 cr.)**

Theory of acquisition, allocation, and management of funds within a firm. Focus on capital budgeting strategy, evaluation of corporate capital policies, cost of capital, dividend policy, valuation framework, and sources of long and short-term financing. (Prerequisites: BUS 101 and 102)

#### **BUS 313 Marketing Management (4 CR)**

A practical course designed to help students learn marketing by engaging in marketing through the creation and development of a marketing plan for a profit or nonprofit organization. The topics covered will include developing and managing of products and services, pricing strategies, distribution channels, integrated marketing communications, marketing research and consumer behavior.

#### **BUS 315 Production and Operations Management (4 cr.)**

This course will survey the operations management functions in manufacturing and service industry firms. An analysis of basic production/operation systems will provide the principles necessary for managing the organization's productive processes.

#### **BUS 321 Organizational Theory and Behavior (4 cr.)**

This course presents an overview of managing human behavior within organizations. Topics that will be covered include individual behavior, social behavior, organizational process, organizational structure and environment, and organizational strategies. (Prerequisite: BUS 310 or consent of instructor)

#### **BUS 330 Business Communications (3 cr.)**

Development of critical communication skills used in business. Informational exchanges include talking, listening, writing, and soliciting feedback. Included are organizational as well as interpersonal forms of oral and written communications.

#### **BUS 340 International Business (3 cr.)**

Concepts and practices of doing business across national boundaries. Students explore opportunities and risks of producing for and buying in international markets. Topics include multinational enterprise, foreign exchange, trade barriers, cultural variety, industrial relations, less developed countries, global and regional cooperation, ethics, and selected contemporary issues.

#### **BUS 344 Consumer Behavior (3 cr.)**

This course will be an overview of the consumer decision process; analyzing the forces of economic demographics, cultural influences, social stratification, reference groups, and family influences of consumer behavior will be covered as well as high and low involvement decision processes.

#### **BUS 395 Business Internship (8 cr.)**

A semester of supervised internship in a domestic or international environment tailored to the student's career interests in either finance and banking, management, or marketing. This course will offer hands-on work experience.

#### **BUS 410 Business Law (3 cr.)**

A first course in law for the business practitioner. Topics include U.S. Constitution and the Uniform Commercial Code, crimes and torts, courts and procedures, contracts, sales, business organizations, agency, government regulation, and property. Major themes include legal research, the international legal environment, ethics, and corporate responsibility.

The course concludes with a moot court, in which students play the roles of plaintiff, defendant, counsel, clerk of court, judge, and jury.

#### **BUS 412 Human Resource Management (4 CR)**

This course will study the policies, methods, and techniques that the professional human resource managers creates and implements to increase the effectiveness of an organization. Topics covered include acquiring, preparing, developing, training and compensating employees to assist companies in meeting the challenges of today's business environment. Awareness of legal issues in the realm of human resource management will also be covered. (Prerequisite: BUS 310 or consent of the instructor)

#### **BUS 413 Entrepreneurship and Small Business Management (3 cr.)**

An advanced management course focusing on independent entrepreneurship, the start-up business, and the management of small businesses. Special emphasis is placed on market, financial, and cash flow analysis as key elements of formal business planning, and the family business. (Prerequisites: BUS 310, 312, 313)

#### **BUS 415 Marketing Cases (3 cr.)**

A continuation of the first semester marketing course (BUS 313), Marketing Cases is designed to address issues of market research, pricing strategies, channels of distribution, promotion, and strategies for changing markets within the context of real-world cases. The course concludes with student groups critiquing the marketing plan for an existing good or service and presenting their research. (Prerequisite: BUS 313)

#### **BUS 420 Money and Banking (3 cr.)**

This course will cover the role of financial intermediation, the marketplace, the creation of money, and the macroeconomic impact of money supply controls and stabilization policies used by the central bank. Keynesian and classical monetarist approaches to monetary theory will be discussed. (Prerequisite: ECO 251)

#### **BUS 422 Analysis of Financial Statements (4 cr.)**

This decision-oriented course will emphasize the interpretation of financial disclosures as provided by the Income Statement, Balance Sheet, Statement of Cash Flows, and other supplementary data. The course will delve into the investing, lending, and performance assessment decisions firms face on a daily basis; and with the information gained, will allow an analyst to determine the intrinsic value of the firm and its ability to create wealth. (Prerequisites: BUS 101, 102)

#### **BUS 426 Insurance/Accounting Systems (4 cr.)**

An introduction to the principles and practices of insurable risks of individuals and business. Analysis of insurance instruments used for minimizing income, property, casualty, health, life, disability, and liability risks. Understanding the principles of risk shifting, self insurance, and other risk management techniques will be included. (Prerequisites: BUS 101, 102)

#### **BUS 433 Senior Seminar in Business (4 cr.)**

An intensive study of selected topics in the strategic management of an enterprise. Students integrate their learning from previous course work to analyze comprehensive, complex, track-specific cases involving changes in technological, international, and demographic factors. Student teams develop strategic plans and receive feedback in a sophisticated simulation involving a real-world industry. (Prerequisite: Senior status)

#### **BUS 2010 Introduction to Business (3 cr.)** *Online Course*

Presents the fundamentals of business principles and practices. Business strategies emphasized are decision making and planning, teamwork, technology, and communication. Topics include analysis of the business environment, starting a new business, managing business and employees, marketing, accounting, and finance.

#### **BUS 2026 Organizational Communication (3 cr.)** *Online Course*

An in-depth study of the communication process as it pertains to modern organizations. Topics include communication responsibilities of managers, strategies involved in the communication process, methods of verbal and nonverbal communication in organizations, intercultural and international factors in the communication process, and conflict management. Software Required: Microsoft PowerPoint, or other presentation software.

#### **BUS 2201 Principles of Accounting (3 cr.)** *Online Course*

An introduction to accounting information for financial reports, including accounting concepts, analysis and interpretation of financial reports, with an emphasis on the operating and financial activities. Measures income and expense, working capital and investments in calculating performances and making business decisions. Emphasis is on corporations and fund-flow.

#### **BUS 2551 Intercultural Management (3 cr.)** *Online Course*

Present an overview of the international business with an emphasis on the role of culture. Review of the practical management functions necessary to develop global vision and management skills. Emphasis is placed on assessing the environment, ethics and social responsibility, communication skills, and formulating business strategies. Present international business structures and effective leadership skills for today's global economy.

#### **BUS 3201 Principles of Marketing (3 cr.)** *Online Course*

Introduction to the functions of marketing, building on the influence of social, economic, ethical, legal, and technological forces on marketing activities, and marketing in a socially responsible way around the globe. Features real-world examples that show concepts in action and how marketers address today's marketing challenges.

#### **BUS 3210 Business Law (3 cr.)** *Online Course*

Provides an analysis of business law and management skills. Learners gain knowledge of how public policy is formed and encourages a greater appreciation for modern organizational decision theory. Includes the study of general legal terms and applications utilized in managerial decision making.

#### **BUS 3211 Consumer Behavior (3 cr.)** *Online Course*

Investigates consumer behavior as the study of people and the products that shape their identities. Presents personal and professional relevance to consumer behavior including psychological, social, economic and political foundations in consumer activities. Analyzing buying behavior, learners explore the products, services, and consumption activities which contribute to the broader social world from a multicultural perspective.

#### **BUS 3301 Financial Management (3 cr.)** *Online Course*

Provides an analytical understanding of financial management, and builds upon the fundamental principles of elementary accounting, economic principles, and the interrelationships underlying the techniques and data through which financial decisions are based. Students are

presented with a cohesive, interrelated set of content, which merges fundamental principles into problem-solution techniques. Topics include financial analysis and planning, time value of money, and basic security valuation. (Prerequisites: BUS 2201 and BUS 3620 or equivalent)

**BUS 3352 Human Resource Management (3 cr.)** *Online Course*  
Study of the policies, methods, and techniques that professional human resource managers create and implement to increase the effectiveness of the organization. Emphasis will be on leadership and human relations skills. Topics covered include acquiring, preparing, developing and compensating employees to assist companies in meeting the challenges of today's business environment. Awareness of legal issues in the realm of human resource management will also be covered. Software Required: Microsoft PowerPoint, or other presentation software.

**BUS 3451 Organizational Theory and Leadership (3 cr.)** *Online Course*  
A basic grounding in the principles of managing organizations and methods for improving management skill through knowledge of organizational behavior. Stresses the development of job-relevant skills and covers a wide range of behaviors. Areas of study can be applied to daily life.

**BUS 3551 Information Systems Management (3 cr.)** *Online Course*  
A comprehensive overview of the management of information systems, and the combination of hardware, software, and people that is vital to the successful operation of a business. The strategic role of information systems is examined, as well as the characteristics of computer systems, software applications, programming languages, and relational databases.

**BUS 3602 Principles of Management (3 cr.)** *Online Course*  
A comprehensive knowledge and understanding of the dynamics involved in managing modern organizations. The history of management and its impact on the modern manager will be explored. The functions and elements of management will be examined.

**BUS 3620 Managerial Accounting (3 cr.)** *Online Course*  
An introduction to the concepts and methods needed to assist management in the evaluation of the business enterprise and to aid in its planning, organizing, and controlling functions. Managerial accounting will focus on providing internal management with the information needed for setting goals for the company, directing their day-to-day operations, evaluating business operations with its stated goals, and providing appropriate feedback. (Prerequisite: BUS 2201 or equivalent)

**BUS 3651 Leadership (3 cr.)** *Online Course*  
Presents the importance of leadership in conjunction with various leadership traits, styles, and qualities. Enhances the importance of having a vision, the motivation to lead, social motives in the workplace, levels of morality and values, and the significance of empowerment for effective leadership. Topics include situational leadership, organizational climate, moral dilemmas, personal integrity, servant leadership, participative management, human relations, high-performance teams, diversity, cultural and interpersonal differences, workplace stress, performance management, and organizational change.

**BUS 3826 Managerial Decision Making (3 cr.)** *Online Course*  
Theory of decision-making including the process of rational decision-making and the various problems associated with making rational decisions. Ethics and fairness in decision-making are highlighted, as well as the various ways to improve decision-making both as an individual and as a member of a group.

**BUS 3900: Employment and Labor Law (3 cr.)** *Online Course*  
An examination of the legal aspects of employee recruitment, selection, dismissal, discrimination, health and safety issues, and other human resource management topics that are a part of the human resource management environment today. The historical and legal basis for labor relations and collective bargaining in the United States will also be covered including changes in union and management relations.

**BUS 4000 Managing Diversity in Organizations (3 cr.)** *Online Course*  
The personal and organizational implications of increasing workforce diversity will be presented in this course. The aim is to explore the complex dynamics of ethnic, racial, and gender diversity in organizations as seen from the vantage point of social science and organizational studies. The course also examines the managerial implications of increasing cultural diversity in organizations, and the orientations to diversity adopted by organizations, the correlates of these approaches, and the possibilities for organization change.

**BUS 4040 Communication Skills for Leaders (3 cr.)** *Online Course*  
Review of the importance of professionalism in all types of communications. This course provides you with the opportunity to improve your abilities to communicate effectively, regardless of the medium or situation. Emphasis is placed on writing and presentation skills. You will also be given information that will enhance your understanding of factors contributing to group effectiveness to develop skills in working as a member of a group or project team.

**BUS 4060 Team Building and Leadership (3 cr.)** *Online Course*  
Review of important issues relating to leadership. Analysis and discussion of leadership styles in both social and work situations and how to use this information when making business decisions within a team based environment. Includes leadership communication styles, the power of leaders, situational leadership, creativity and leadership, teamwork, motivation, coaching skills, emotional intelligence, and the impact of leaders on organizational decision-making.

**BUS 4080 Creative Thinking and Problem Solving (3 cr.)** *Online Course*  
An in-depth study of many creative thinking and problem solving techniques that are essential for organizational leaders. Causal, deductive, and inductive arguments are described as well as the use of persuasion. Moral, legal, and aesthetic reasoning are also covered.

**BUS 4126 Project Planning (3 cr.)** *Online Course*  
Provides the tools to understand, design, and apply systematic project management organization and administration. In addition to learning how to satisfy customer needs, this course will assist students in learning how to apply budgeting concepts, manage production time, invest resources, and create performance specifications designed with defined requirements.

**BUS 4160 Negotiation/Conflict Resolution (3 cr.)** *Online Course*  
Using case studies, this course focuses on the development of the communication and management skills essential for successfully resolving conflict situations involving labor and management practices. The structural dysfunction of organizations is explored.

**BUS 4301 International Financing (3 cr.)** *Online Course*  
Explores the new found importance and excitement of international financial management and highlights the new approaches in this field. Covers the theoretical foundations of international financial decisions,

and the extensive applications of the theory to financial practice. The main objective is to develop critical thinking skills regarding the theory and practice of international financial management.

**BUS 4350 Collective Bargaining (3 cr.)** *Online Course*  
Examines the historical and legal basis for labor relations and collective bargaining in the United States. Changes in the application of labor laws due to court decisions, NLRB rulings, and changes in the environment of union and management relations are covered throughout the course. Includes the latest decisions and rulings, as well as analysis of what these changes mean in the workplace.

**BUS 4351 International Economics (3 cr.)** *Online Course*  
An analysis of contemporary topics in international economics involving international trade, international finance, open market macroeconomics, international trade blocks, labor migration, and capital flows including those resulting from operations of multinational firms.

**BUS 4426 International Management (3 cr.)** *Online Course*  
A study of the challenges that confront the managers of organizations and individuals in global settings. Special focus on benefits from diversity that exists across international cultures, markets, economics, governments and organizations. A general overview of the process and effect of internationalization in contemporary business.

**BUS 4446 International Legal Operations (3 cr.)** *Online Course*  
An examination of the role of international and comparative law, including the laws governing multinational enterprises; foreign investment; money and banking; and sales of goods, services, labor, intellectual property, transportation, financing, taxation, and dispute settlement. Reviews the most important international organizations, from the Bank of International Settlements to the World Trade Organization.

**BUS 4501 International Human Resource Management (3 cr.)** *Online Course*  
Examines three broad areas of international human resource management by examining human behavior within organizations from an international perspective; comparing and analyzing HRM systems in various countries and regions of the world; and focusing on key aspects of HRM systems in multinational firms.

**BUS 4601 Recruitment and Staffing (3 cr.)** *Online Course*  
Analysis of a comprehensive staffing model. Components of the model include staffing models and strategy, staffing support systems (legal compliance, planning, job analysis, and rewards), core staffing systems (recruitment, selection, and employment), and staffing system and retention management.

**BUS 4653 International Trade (3 cr.)** *Online Course*  
Provides a solid background of the key factors that influence international trade and the manner in which Economic policy affects both trade flows and the nature of economic activity. Relationships between trade and growth, effects of labor and capital movements between countries, and the key factors that influence relative costs between countries are also examined.

**BUS 4680 Human Resource Development (3 cr.)** *Online Course*  
Provides an organizational development model in human resource management to prepare professionals to train and develop people throughout the career continuum in the international arena. Presents

an overview of mentoring and coaching, the role of team leaders and managers in performance appraisals, and orientation programs.

**BUS 4700: Compensation and Benefits (3 cr.)** *Online Course*  
This course provides a background in the art of developing and administering compensation and benefit practices for organizations. Topics covered will include the criteria used to create a competitive package, and the theories and practices used to implement, maintain, and revise a compensation and benefits package for today's environment.

**BUS 4750: Human Resource Management Strategy and Emerging Issues (3 cr.)** *Online Course*  
This course explores the importance of aligning human resource goals and issues with the long-term goals and strategies of the organization. Topics may include human resources best practices, the changing role of the human resource function in today's organizations, guiding and leading change, examination of how HR activities can be a key to long-term success, and talent management for today's workforce.

**BUS 4751 Business Ethics (3 cr.)** *Online Course*  
An introduction to business ethics. Part philosophy and part business, the course explores a wide array of ethical issues arising in contemporary business life. Major theoretical perspectives and concepts are presented. Corporate social responsibility is examined. Environmental responsibilities, global ethics, and regulation concerns in an era of increasing globalization are also explored.

**BUS 4851 Production Management (3 cr.)** *Online Course*  
Concerned with the production of goods and services in an efficient and effective business operation. The course also addresses the management of resources, the distribution of goods and services to customers, and the analysis of queue systems.

**BUS 4900 Time Value of Money (1 cr.)** *Online Course*  
*Optional Three-Day, Face-to-Face Residency Elective*  
Time Value of Money—Being Smart with Your Finances is an introductory business course. This TVM course is designed to familiarize the student with numerous financial topics including: attitudes about money, simple and compound interest, time value of money problems, annual and effective interest rates, mortgages, loans, and “rational money ideas.” Additional topics will include excessive spending theory, debt consolidations, business cash flow, using TVM to make business decisions, retirement problems, debt and equity investments, and credit cards and individual credit scores. Hardware Required: TIBA-II Plus financial calculator

**BUS 4901 Business Intelligence (1 cr.)** *Online Course*  
*Optional Three-Day, Face-to-Face Residency Elective*  
A survey of business intelligence topics: The role of information systems in an organization, roles and characteristics of information systems professionals, information systems career paths, information system life cycle, software acquisition and development, hardware and telecommunications, and workflow systems.

**BUS 4902 Budgeting and Finance (1 cr.)** *Online Course*  
*Optional Three-Day, Face-to-Face Residency Elective*  
Examines the accounting process, from journal entry posting to creation of financial statements. Students also have hands-on experience creating spreadsheets and performing financial analysis techniques. Software Required: Microsoft Excel

**BUS 4903 Perspectives on Leadership: Understanding Yourself So You Can Understand Others (1 cr.)** *Online Course Optional Three-Day, Face-to-Face Residency Elective*  
Explores differing styles of leadership and the effectiveness of each. Students examine different aspects of their personality and the potential impact these personality differences can have on their ability to perform in a leadership role.

**BUS 4904 Personal Marketing (1 cr.)** *Online Course Optional Three-Day, Face-to-Face Residency Elective*

This course applies marketing and public relations techniques for the purpose of promoting oneself professionally. Topics include audience research, message development, media placement, and SWOT analysis.

**BUS 4951 Business Policy and Strategy (3 cr.)** *Online Course*

This course provides an overview of strategic management. A practical, integrative model of the strategic-management process is introduced. Basic activities and terms in strategic management are defined. The benefits of strategic management are presented. Important relationships between business ethics and strategic management are discussed. In addition, the readings initiate discussion of three themes that are present throughout the course: global considerations, electronic commerce, and the strategic implications of the natural environment.

## CHEMISTRY

**CHM 121 Chemistry in Society (3 cr.)**

Survey of the impact and importance of chemistry on our lives, including topics such as food, energy, pollution, genetics, and medicine. Note: This course does not meet the general chemistry requirement for pre-professional programs, and it does not meet the core lab science requirement.

**CHM 131 General Chemistry I (4 cr.)**

This is the first course of a two-semester sequence that is the prerequisite to all advanced chemistry courses. Topics include stoichiometry, chemical periodicity, atomic and molecular structure, changes of state, and thermochemistry, with applications in other sciences and the world. Three lectures, one 3-hour laboratory. (Prerequisites: One year of high school chemistry and two years of high school algebra, all with at least a C, or their equivalents) (Course Fee \$65)

**CHM 132 General Chemistry II (4 cr.)**

This course is the continuation of Chemistry 131 and completes a two-semester sequence in general chemistry. Topics include rates of chemical reactions, equilibrium, thermodynamics, acid-base chemistry, descriptive chemistry, and electrochemistry, with applications in other sciences and the world. Three lectures, one 3-hour laboratory. (Prerequisite: CHM 131 with at least a C or its equivalent) (Course Fee \$65)

**CHM 241 Organic Chemistry I (4 cr.)**

This course is the first of a two-semester sequence of the chemistry of carbon compounds. Topics include structure and bonding, nomenclature, reactivity of different functional groups, and reaction mechanisms, with applications in other sciences and the world. Three lectures, one 3-hour laboratory. (Prerequisite: CHM 132 with at least a C or its equivalent) (Course Fee \$65)

**CHM 242 Organic Chemistry II (4 cr.)**

This course is the continuation of Chemistry 241 and completes a two-semester course in organic chemistry. Topics include applications of the

principles from CHM 241 to solving problems in structure elucidation, stereochemistry, and synthesis as applied to other sciences and the world. Three lectures, one 3-hour laboratory. (Prerequisite: CHM 241 with at least a C or its equivalent) (Course Fee \$65)

## COMPUTER INFORMATION SYSTEMS

**CIS 101 Computer Applications I (2 cr.)**

Introduction to computers and applications, especially for personal use. Hands-on experience with a word processor, presentation software, a spreadsheet, a database management system, and Web-based applications. (Fall/Spring)

**CIS 101A Business Intelligence (1 cr.)**

A survey of information systems topics: The role of information systems in an organization, roles and characteristics of information systems professionals, information systems career paths, information system life-cycle, software acquisition and development, types of information systems, and workflow systems. (Fall/Spring)

**CIS 130 Programming Fundamentals (3 cr.)**

An introduction to the concepts, logic, and methods of the computer programming and graphical user interface (GUI) development in a windowing environment. Topics: variables, data types, calculations, decision and looping control features, functions and procedure, and arrays. Includes hands-on experience with application design, coding, and testing using the Visual Basic .NET programming environment. (Prerequisite: high school algebra)

**CIS 233 Programming Fundamentals II (4 cr.)**

Extension of programming concepts using a graphical user interface (GUI) development in a windowing environment. Topics: classes and objects, collections, data validation and exception handling, and database programming. Hands-on experience with problem solving and prototyping a computer user interface with personal computers using Visual Basic, spreadsheet, and database software. (Prerequisites: CIS 101 and CIS 130)

**CIS 311 IS Theory and Practice (4 cr.)**

Introduction to information systems concepts, system acquisition and development, information technology, and application software. Topics: System concepts, system components, organization structures, information as an organizational resource, specification, design, acquisition and evaluation of information systems, information and data base systems, software package solution, networks, and telecommunication systems. Hands-on experience with using the Internet as an information source and the development of Internet-based applications. (Prerequisite: CIS 101)

**CIS 340 Analysis and Logical Design (4 cr.)**

Students with information technology skills will learn to analyze and design information systems. This course emphasizes data and functional modeling from an organizational perspective, cost-benefit analysis, data modeling using the relational data model, flow of information through a system, and analysis of the user interface through prototyping. Communication, interviewing, interpersonal, and project management skills are enhanced through interaction with system users, team projects, preparation of requirements and design documentation, and presentation of system proposals. Topics include: systems development life cycle, requirements

analysis, enterprise modeling, cost benefit analysis, data dictionaries, detailed data modeling, entity-relationship diagrams, relational data model, normalization, logical design, data flow analysis, prototyping, and graphical user interfaces. (Prerequisites: CIS 311 and CIS 233)

**CIS 442 E-business Strategies, Architecture, and Design (4 cr.)**

A comprehensive examination of e-business from a consumer, business, and government perspective. The course involves the study of e-business strategies: business-to-consumer, business-to-business, consumer-to-consumer, e-commerce infrastructure, designing and managing online storefronts, payment acceptance, security issues, and the legal and ethical challenges of e-business. Hands-on experience will be given with the web-based technologies used to support the e-business strategies. (Prerequisite: CIS 340 or permission of instructor)

**CIS 3000 Advanced Word (1 cr.)** *Online Course*

This course will examine features in Word that are not covered by most basic courses. The course emphasis will be projects that mimic real-life business applications. Concepts include creating Macros, performing mail merges, formatting documents for APA style, and using advanced tools to streamline processes. Software Required: Microsoft Word 2010

**CIS 3001 Advanced Excel (1 cr.)** *Online Course*

This course will examine features in Excel that are not covered by most basic courses. The course emphasis will be projects that mimic real-life business applications. Concepts include consolidating data, using what-if scenarios, editing charts, and using data in a database-style format. Software Required: Microsoft Excel 2010

**CIS 3002 Advanced PowerPoint (1 cr.)** *Online Course*

This course will examine features in PowerPoint that are not covered by most basic courses. The course emphasis will be projects that mimic real-life business applications. Concepts include modifying templates and themes, adding interactive elements, formatting masters, and adding multimedia. Software Required: Microsoft PowerPoint 2010

**CIS 3003 Advanced Access (1 cr.)** *Online Course*

This course will examine features in Access that are not covered by most basic courses. The course emphasis will be projects that mimic real-life business applications. Concepts include adding functions and formulas to queries and reports, advanced data manipulation, filtering data, and advanced formatting of tables, forms, reports, and queries. Software Required: Microsoft Access 2010

**CIS 4000 MS Office Integration (1 cr.)** *Online Course*

This course will examine features in that relate to all four programs. The course emphasis will be projects that mimic real-life business applications. Students will learn how to use the programs together to be more productive. Concepts include mail merge, linking of documents, and linking of data sources. Software Required: Microsoft Word, Excel, PowerPoint, and Access 2010

## COMMUNICATIONS

**COM 101 Graphic Core (2 cr.)**

The course Graphic Core provides students with an introduction to the Adobe Creative Suite (the software used in the field of communications). Students will have hands-on experience learning and using Illustrator, Photoshop, and InDesign. This course also familiarizes students with the multimedia lab. (Fall/Spring)

**COM 102 Digital Core (2 cr.)**

Students will learn basic computer skills and explore the equipment associated with the field of visual communications. This introductory course will give students practical experience using digital equipment (such as a video camera, a digital camera with adjustable shutter speeds and apertures, etc.) and then educate them in production processes, techniques, and software related to each tool. (Fall/Spring)

**COM 103 Mass Communications and Society (3 cr.)**

A history and explanation of the relationship between mass communication and our popular culture, including technological, economic, and legal. Magazines, newspapers, movies, radio, television, and music are examined along with types of media control, advertising, public relations, and changing technologies. (Fall/Spring)

**COM 104 News Gathering and Reporting (3 cr.)**

What news is, how it is gathered, and how it is reported forms the basis of this course which offers practice in news writing and editing. Student work is used to positively affect the quality of Waldorf's newspaper, The Lobbyist. (Fall)

**COM 201 Visual Theory (3 cr.)**

This course attempts to provide students with the critical thinking skills necessary for viewing and producing visual media. The objective of the course is to provide students with a grounding in visual communication theory, sharpen their critical eye in viewing visual phenomena and to provide them with the skills to produce effective visuals. (Fall/Spring)

**COM 202 Television Production (3 cr.)**

Acquaints students with the basic equipment, techniques, and procedures of video production and writing. Emphasis is hands-on production in Waldorf's all-digital video facilities. (Students should also enroll in Television Practicum while taking this course.) (Course Fee \$40) (Spring)

**COM 203 Radio (3 cr.)**

Acquaints students with the basic equipment, techniques, and procedures of radio production and control room operation. Emphasis is hands-on production and On-Air performance in Waldorf's all-digital radio station, KZOW-FM 91.9. (Students should also enroll in Radio Practicum while taking this course.) (Course Fee \$40) (Fall)

**COM/POL 204 Introduction to Public Relations (3 cr.)**

A general overview of public relations as a four-step process. Process application as it relates to case studies in media relations, internal communications, community relations, public affairs, and communications. (Fall)

**COM 211 Intermediate Journalism (3 cr.)**

Continuation of News Gathering and Reporting. The course includes writing of feature stories and more in-depth news stories, such as investigative reporting and editorial writing. Students are given more time to write and more feedback from the instructor in developing stories. (Prerequisite: COM 104 or consent of instructor) (Fall)

**COM 227 Fundamentals of Typography (3 cr.)**

Basic graphic design concepts will be used in conjunction with principles of typography to explore 2-D and 3-D design composition. Students will learn how to integrate typography with images and symbols and how to use type for communication. Theory and investigation of grid systems, structures, and the principles of visual organization will also be explored. (Prerequisite: COM 101 or consent of instructor) (Spring)

**COM 280, 281, 282, 283 Communication Practicum (.5 cr.)**

Offers authentic production experience and leadership training in one or more of the campus media—radio, video, newspaper, magazine. Required of all mass communications majors.

**COM 301 Publication Design (3 cr.)**

Publication Design is the process of selecting type and images and arranging these elements into an aesthetically pleasing multi-page document. This course will challenge students to consider page flow and layout, while undertaking the task of learning the page layout software, InDesign. (Fall)

**COM 314 History of Graphic Design (3 cr.)**

This course surveys the major historical eras and the graphic designers influential in each era. It will also explore how these developments and achievements have led to the current state of graphic design. Students will be introduced to the innovations and breakthroughs in technology that have shaped the field of graphic design from the earliest form of communication to the present. (Fall)

**COM 318 Editing (3 cr.)**

Students learn that editing is part science, part art, and part diplomacy. Science means mastering language skills—spelling, grammar, punctuation, usage, and style—and using them to ensure that copy is clear, accurate, and consistent. Art means making the writing tight and effective through word choice and economy. Diplomacy means knowing when to change copy and when to leave well enough alone. Students learn how editors play the roles of gatekeeper and quality-control agent. Those not interested in editing as a career will learn valuable skills to improve their writing. (Fall)

**COM 319 Electronic Field Production (3 cr.)**

A practical experience in the essential techniques of Electronic Field Production EFP/Single Camera Video SCV. An exploration of the client-producer relationship established through the Action Plan process. The class at large will be involved in a client based project. Students will also be required to acquire and produce a client based video project. Students should also enroll for TV Practicum while taking this course. (Fall)

**COM 322 Broadcast Journalism (3 cr.)**

A practical experience in the essential techniques of writing and producing a weekly news broadcast. Each student will be responsible for producing a weekly story and fulfilling a role in the production crew. Emphasis—hands-on production in Waldorf's state of the art WAL-TV, Channel 3 FCTV, and Channel 99 Mediacom. Students should enroll for TV Practicum while taking this course. (Prerequisite: COM 202 or consent of instructor) (Course Fee \$40) (Spring)

**COM 370 Techniques of Literary Journalism (3 cr.)**

This course will be a hybrid of textual study and writing. Students will read, discuss, and write about a broad selection of contemporary creative nonfiction and literary journalism; however, all analysis will be primarily opportunistic, which is to say that students, with the guidance of craft texts, will read and discuss as writers themselves, with the intent of discovering new possibilities and techniques inside the genre of creative nonfiction/literary journalism. Students will also draft a significant number of essays and articles in response to the readings and revise them for a techniques workshop and a final portfolio. (Prerequisites: CWR 201 or COM 211 or consent of instructor)

**COM 389 Communications World Trip (1-4 cr.)**

This course is designed to prepare students for an overseas travel experience. Students will study the history and culture of the destinations prior to the actual trip. The class will continue while on site. Trip sites vary. Previous Communications World Trips have included the country of Italy, along with city stops in Paris, France and London, England. (Prerequisite: The trip is open to Communications majors in good academic standing. Priority is given to upperclassmen) (Offered during the Spring and May term of even-numbered years).

**COM 395 Communication Internship (4-8 cr.)**

Internships are designed to give students practical experience in the field of their choice by placing them in a professional setting. A minimum total of 100 hours of work is required for four credit hours. (The communication internship will be evaluated with a letter grade, rather than being graded on a pass/fail basis.)

**COM 401 Web Design (4 cr.)**

This course explores the basics of designing and developing functioning web pages. Students examine effective interface design, target marketing, along with client development, user experience, and usability. Throughout the duration of the course students will produce both a portfolio website for their personal use and have a practical experience with a client-based web project. (Prerequisite: COM 201 or consent of instructor) (Course Fee \$40)

**COM/POL 422 Public Relations Skills (3 cr.)**

Instruction in the basic skills needed for public relations programming including strategic and organizational planning, special events planning, and persuasive writing. Includes sample analysis, writing projects, and actual events planning. (Spring)

**COM 432 Photojournalism (4 cr.)**

The class objective is to learn to create meaningful pictures that are sound in composition and technique, and that tell a story. The students will learn to match pictures with words, and to use pictures to portray a chronology or a process, or to show relationships. The students will learn how photography departments work at newspapers and magazines. (Spring/Summer/May)

**COM 434 Advanced Media (4 cr.)**

An advanced project-oriented approach to either television, video, radio, or multimedia production. Emphasis is on practical application of production skill learned in previous courses. All projects must be client-based and require distribution. (Prerequisite: junior standing and consent of instructor) (Summer/May)

**COM 441 Mass Media Law (4 cr.)**

Discusses the legal issues affecting the mass media, including First Amendment rights, libel, fair trial rights, privacy, and public access to information. Students study the U.S. Constitution, court cases, and legislative actions which are the foundations for media law. (Fall)

**COM 442 Media Literacy (4 cr.)**

Senior level course that examines issues in communications. Topics will vary from year to year.

**COM 452 Senior Capstone (4 cr.)**

Gives students a chance to prepare a portfolio of work which can be used to gain entrance to graduate school or gainful employment.

Students will be allowed to stress their area of interest—news writing, radio, video, public relations, etc.—but will also be required to show a broad range of talent in the communications area. (Spring)

**COM 461 Web Design II (4 cr.)**

This course will introduce students to user interface design: the process of analyzing, testing, and formulating conclusions in order to facilitate a user's experience online. Students will learn methods for testing, allowing them to find patterns where usability issues stand out, break down these issues, and recommend new solutions for improvement. (Prerequisite: COM 401 or consent of instructor)

**COM 462 Radio II (3 cr.)**

A practical experience in station programming, management, and on-air operations. Emphasis placed on hands-on operation of Waldorf's all-digital radio facilities, KZOW-FM 91.9. Students should also enroll in Radio Practicum while taking this course. (Prerequisite: COM 203 or consent of instructor) (Course Fee \$40)

**COM 470 Advanced Writing Workshop-Literary Journalism (3 cr.)**

This course will allow students to receive informed feedback on their own written work from an engaged and concerned audience. Over the course of the semester, students will write at least three full-length pieces and present them in class for discussion. Utilizing the advice and ideas they receive in workshop, students will then revise each piece for inclusion in a final portfolio of work. Each week, students will also respond to the work of their classmates with letters that address the aims, strengths, and weaknesses of the essays under discussion. (Prerequisite: COM 370 or consent of instructor)

**COM 1010 Graphic Core (3 cr.) *Online Course***

Introduces students to the Adobe Creative Suite, the software used in the field of communications. Students will have hands-on experience learning and using Illustrator, Photoshop, and InDesign. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications.

**COM 1020 Digital Core (3 cr.) *Online Course***

This course provides students with an introduction to digital production and social media. Students will explore Flickr, Facebook, Twitter, Keynote, Final Cut Pro X, YouTube, and Wordpress. Students will build an online portfolio using the above software. This portfolio will be used to showcase projects throughout their career at Waldorf College. Software Required: Keynote, Final Cut Pro X. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications.

**COM 1030 Mass Communications and Society (3 cr.) *Online Course***

A history and explanation of the relationship between mass communication and our popular culture, including technological, economic, and legal. Magazines, newspapers, movies, radio, television, and music are examined along with types of media control, advertising, public relations, and changing technologies.

**COM 1040 News Gathering and Reporting (3 cr.) *Online Course***

What news is, how it is gathered, and how it is reported forms the basis of this course that offers practice in news writing and editing. Student work is used to positively affect the quality of Waldorf's newspaper, The Lobbyist.

**COM 2010 Visual Theory (3 cr.) *Online Course***

This course attempts to provide students with the critical thinking skills necessary for viewing and producing visual media. The objective of the course is to provide students with a grounding in visual communication theory, sharpen their critical eye in viewing visual phenomena, and provide them with the skills to produce effective visuals. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications. (Prerequisite: COM 1010 or equivalent)

**COM 2040 Introduction to Public Relations (3 cr.) *Online Course***

This course serves as a general overview of public relations as a four-step process. Process application as it relates to case studies in media relations, internal communications, community relations, public affairs, and communications. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications. (Prerequisites: COM 1010 or equivalent, COM 2010 or equivalent)

**COM 3020 Radio Production (3 cr.) *Online Course***

Acquaints students with the basic equipment, techniques, and procedures of radio production. Software Required: Avid ProTools, MegaSeg, Podcast. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications. (Prerequisite: COM 1020 Digital Core, or equivalent)

**COM 3030 Television/Film Production (3 cr.) *Online Course***

Acquaints students with the basic equipment, techniques, and procedures of television/film writing and production. The emphasis is on hands-on production. Software Required: Final Cut Pro X. Hardware Required: Video Camera. Hardware Required: Video camera, Mac computer with specs listed at www.waldorf.edu/Online/Communications. (Prerequisites: COM 1020 or equivalent; COM 3020 or equivalent)

**COM 3180 Editing (3 cr.) *Online Course***

Students learn that editing is part science, part art, and part diplomacy. Science means mastering language skills—spelling, grammar, punctuation, usage, and style—and using them to ensure that copy is clear, accurate, and consistent. Art means making the writing tight and effective through word choice and economy.

Diplomacy means knowing when to change copy and when to leave well enough alone. Students learn how editors play the roles of gatekeeper and quality-control agent. Those not interested in editing as a career will learn valuable skills to improve their writing.

**COM 3400 Digital Imaging (3 cr.) *Online Course***

An in-depth study of digital still photography and the capabilities of computers to manage, enhance, and manipulate images. Using Adobe Photoshop, the student will study and perform techniques previously possible only in the darkroom, plus explore capabilities only available using computers. Besides covering the basic and advanced techniques, the course is intended to expand student understanding of digital imaging as a means of visual communication. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at www.waldorf.edu/Online/Communications. (Prerequisites: COM 1010 or equivalent, COM 1020 or equivalent, COM 2010 or equivalent)

**COM 4010 Web Design (3 cr.)** *Online Course*

This course explores the basics of designing and developing functioning web pages. Students examine effective interface design and target marketing, along with client development, user experience, and usability. Throughout the duration of the course, students will produce both a portfolio website for their personal use and have a practical experience with a client-based web project. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at [www.waldorf.edu/Online/Communications](http://www.waldorf.edu/Online/Communications). (Prerequisites: COM 1010 or equivalent, COM 1020 or equivalent, COM 2010, or equivalent)

**COM 4220 Public Relations Skills (3 cr.)** *Online Course*

Instruction in the basic skills needed for public relations programming, including strategic and organizational planning, special events planning, and persuasive writing. Includes sample analysis, writing projects, and actual events planning. Software Required: Adobe CC Design. Hardware Required: Mac computer with specs listed at [www.waldorf.edu/Online/Communications](http://www.waldorf.edu/Online/Communications). (Prerequisite: COM 2040 or equivalent)

**COM 4360 Crisis Management (3 cr.)** *Online Course*

This course will cover practical strategies useful for a Public Information Officer (PIO). (Prerequisite: COM 4220 or equivalent)

**COM 4410 Mass Media Law (3 cr.)** *Online Course*

Discusses the legal issues affecting the mass media, including First Amendment rights, libel, fair trial rights, privacy, and public access to information. Students study the U.S. Constitution, court cases, and legislative actions that are the foundations for media law.

**COM 4420 Media Literacy (3 cr.)** *Online Course*

A senior-level course that examines issues in communications. Topics will vary from year to year.

**COM 4520 Senior Capstone (3 cr.)** *Online Course*

Gives students a chance to prepare a portfolio of work that can be used to gain entrance to graduate school or gainful employment. Students will be allowed to stress their area of interest—news writing, radio, video, public relations, etc.—but will also be required to show a broad range of talent in the communications area. Software Required: Adobe CC Design. Hardware required: Mac computer with specs listed at [www.waldorf.edu/Online/Communications](http://www.waldorf.edu/Online/Communications)

## **CREATIVE WRITING**

**CWR 201 Introduction to Creative Writing (3 cr.)**

This course will introduce the techniques and vocabulary of creative writing in three genres: fiction, creative nonfiction, and poetry. Along with craft texts, students will read a wide variety of contemporary literature and produce a number of creative pieces in response, as well as extensively revise one piece in each genre for inclusion in a final portfolio of work. (Prerequisites: English 102/107/110 or consent of instructor)

**CWR 370 Techniques of Creative Nonfiction (3 cr.)**

This course will be a hybrid of literary study and creative writing. Students will read, discuss, and write about a broad selection of contemporary creative nonfiction; however, all analysis will be primarily opportunistic, which is to say that students, with the guidance of craft texts, will read and discuss as writers themselves, with the intent of discovering new possibilities and techniques inside the genre of creative

nonfiction. Students will also draft a significant number of scenes and essays in response to the readings and revise them for a techniques workshop and a final portfolio. (Prerequisite: Creative Writing 201 or consent of the instructor.)

**CWR 375 Techniques of Poetry (3 cr.)**

This course will be a hybrid of literary study and creative writing. Students will read, discuss, and write about a broad selection of contemporary poetry; however, all analysis will be primarily opportunistic, which is to say that students, with the guidance of craft texts, will read and discuss as poets themselves, with the primary intent of discovering new poetic possibilities and techniques. Students will also draft a significant number of poems in response to the readings and revise them for a techniques workshop and a final portfolio. (Prerequisite: Creative Writing 201 or consent of the instructor.)

**CWR 380 Techniques of Fiction (3 cr.)**

This course will be a hybrid of literary study and creative writing. Students will read, discuss, and write about a broad selection of contemporary short fiction; however, all analysis will be primarily opportunistic, which is to say that students, with the guidance of craft texts, will read and discuss as writers themselves, with the intent of discovering new possibilities and techniques in the creation of fictions. Students will also draft a significant number of scenes and stories in response to the readings and revise them for a techniques workshop and a final portfolio. (Prerequisite: Creative Writing 201 or consent of the instructor.)

**CWR 385 Playwriting (co-listed as THR 385) (3 cr.)**

[See Current Waldorf College Catalog under Theatre for Description]

**CWR 390 Special Topics in Creative Writing (3 cr.)**

This course will be a hybrid of literary study and creative writing, with the genre and/or type of writing determined by the instructor. Students will read, discuss, and write about a broad selection of contemporary literature; however, all analysis will be primarily opportunistic, which is to say that students, with the guidance of craft texts, will read and discuss as writers themselves, with the intent of discovering new possibilities and techniques. Students will also draft a significant number of pieces in response to the readings and revise them for a techniques workshop and a final portfolio. Possible topics here include: novel writing, nature and travel writing, memoir writing, historical fiction, formal verse, spiritual poetry, and landscape and loss in creative nonfiction, among others. (Prerequisite: Creative Writing 201 or consent of the instructor)

**CWR 470 Advanced Writing Workshop-Creative Nonfiction (3 cr.)**

This course will allow students to receive informed feedback on their own written work from an engaged and concerned audience. Over the course of the semester, students will write at least three full-length essays and present them in class for discussion. Utilizing the advice and ideas they receive in workshop, students will then revise each piece for inclusion in a final portfolio of work. Each week, students will also respond to the work of their classmates with letters that address the aims, strengths, and weaknesses of the essays under discussion. (Prerequisite: Creative Writing 370 or consent of the instructor)

**CWR 475 Advanced Writing Workshop Poetry (3 cr.)**

This course will allow students to receive informed feedback on their own written work from an engaged and concerned audience. Over the course of the semester, students will write at least ten poems and present them in class for discussion. Using the advice and ideas they

receive in workshop, students will revise each piece for inclusion in a final portfolio of work. Students will also respond to the work of their classmates with response letters that address the aims, strengths, and weaknesses of the essays under discussion. (Prerequisite: Creative Writing 375 or consent of the instructor)

**CWR 480 Advanced Writing Workshop-Fiction (3 cr.)**

This course will allow students to receive informed feedback on their own written work from an engaged and concerned audience. Over the course of the semester, students will write at least three full-length stories and present them in class for discussion. Utilizing the advice and ideas they receive in workshop, students will then revise each piece for inclusion in a final portfolio of work. Each week, students will also respond to the work of their classmates with letters that address the aims, strengths, and weaknesses of the essays under discussion. (Prerequisite: Creative Writing 380 or consent of the instructor)

**CWR 490: Literary Editing (12 cr.)**

This course will introduce advanced writing students to the history, purposes, and workings of literary magazines; help students more deeply engage the world of contemporary literary magazines; and allow students hands-on experience editing the campus literary magazine. (Prerequisite: Approval of instructor required)

**CWR 495 Creative Writing Internship****CWR 499 Senior Thesis**

## **CRIMINAL JUSTICE**

**CRJ 120 Introduction to Criminal Justice Administration (3 cr.)**

This course provides a description of the components of the American criminal justice system: police, courts and corrections. Students utilize critical thinking skills to discern the balance between individual rights and public order as it pertains to the criminal justice process. Students demonstrate knowledge of criminal justice processes through examinations, discussions and readings. Additionally, students participate in classroom experiences designed to explore the various career opportunities within the criminal justice system. This course is required prior to taking any other criminal justice courses. (Fall)

**CRJ 150 Introduction to Law Enforcement (3 cr.)**

This is an introductory course into the field of law enforcement. It will present the historical development of law enforcement, as well as the organization, administration and systems of local, state and federal policing. Discussions will also include patrol operations, investigations, and issues in policing. (Prerequisite: CRJ 120) (Fall)

**CRJ 220 Theory and Practice of Corrections (3 cr.)**

This is an introductory course into the field of corrections. It examines the correctional system from its beginning through current times. The practices and principles of corrections in the U.S. will be examined, including detailed discussions of jails and prisons in the local, state, and federal levels. Inmate behaviors and current trends in corrections will also be addressed. (Prerequisite: CRJ 120) (Fall)

**CRJ 250 Introduction to Criminology (formerly Inside the Criminal Mind) (3 cr.)**

This course discusses the defining and investigation of criminal behavior, the theories and influences on people's lives, including an

individual's family, peers, environment, personal choices and society as a whole. (Prerequisite: CRJ 120) (Spring)

**CRJ 260 Management and Supervision Skills for Criminal Justice Personnel (3 cr.)**

This course is designed to help the student learner bridge the gap between concept and practice, and provide them with a knowledge and understanding of the myriad of roles and responsibilities affiliated with management in criminal justice. (Prerequisite: CRJ 120) (offered every 2 years, in Spring)

**CRJ/PSY 300 Mental Illness & Crime (3 cr.)**

This course will assist students to learn the dynamics behind the correlation of crime and mental illness. With the growing population of those with mental illness, within the system, this course is relevant to policing, corrections and courts personnel, as well as all other aspects of the criminal justice system. Students will explore myths and realities; as well learn about specific disorders in which they will deal with in the field. Sociological issues of gender, class and race will be included wherever relevant. (Prerequisite: CRJ 120, PSY 111)(Fall rotation)

**CRJ/PSY 305 Victimology**

This course will examine trends and patterns of victimization throughout history. This course will explore rights related to victims, fair treatment, empowerment and compensation. Focus will be given to society's response to victims and their problems, as well as victimization by the justice system. (Prerequisite: CRJ 120, PSY 111) (Fall rotation)

**CRJ 320 Juvenile Justice and Delinquency (3 cr.)**

This course examines the juvenile justice system from its development through current trends. It will address risk factors associated with delinquent behavior, the development of juvenile gangs, the court process and intervention and treatment strategies. (Prerequisite: CRJ 120 or Education major with Department Chair permission) (Spring)

**CRJ 330 Judicial Process (3 cr.)**

This course examines the American judiciary in relationship to state and federal criminal justice systems, including court structure, jurisdiction, selection of judges, and judicial discretion. Emphasis is given to contemporary issues confronting the American courts. (Prerequisite: CRJ 120 or History student with Department Chair permission) (Fall)

**CRJ 360 Criminal Law (3 cr.)**

This course examines the nature and foundations of American criminal law including classification and analysis of principles of criminal law and crimes against persons and property, criminal responsibility and defenses, and constitutional concerns. (Prerequisite: CRJ 120) (Spring)

**CRJ 370 Criminal Law (3 cr.)**

This course examines common and statutory criminal law, with focus being given to the origin and purpose, classification of crimes, elements of criminal liability and the modern Penal Code. The circumstances and factors that constitute a defense or alter criminal responsibility will also be an area of focus. (Prerequisite: CRJ 120) (Spring)

**CRJ 400A Diversity and Ethics in Criminal Justice (3 cr.)**

This course provides insight into the importance of diversity and ethical behavior on background information, current diversity situations, and future trends involving diversity. The roles of practitioners regarding controversial opinions, types of diversity, etc. are explored. Students will focus their classroom experience on scenarios and

situations in the criminal justice field, in order to gain insight into the potential ethical issues they may face in the upon graduation. (Prerequisites: CRJ 120, 150, 220, 250, 330, 300, 305 or Department Chair permission) (Spring)

#### **CRJ 420 Probation and Community Corrections (3 cr.)**

This course examines probation and community corrections from its inception through current times. Students will examine the philosophy behind probation and other forms of community corrections as well as its implementation in the United States. This course will also address the roles and responsibilities of practitioners and the relationship of probation and community corrections to other components in the criminal justice system. (Prerequisite: CRJ 120, 220) (Fall rotation)

#### **CRJ 430 Senior Seminar in Criminal Justice (3 cr.)**

An intensive study into selected topics in the field of Criminal Justice. Students will integrate knowledge and skills derived from previous course-work into a detailed review and discussion of issues in criminal justice and their impact. Focus will also include a review of the tools necessary to succeed in a career in criminal justice. (Prerequisite: Senior standing, completion of CRJ core) (Spring)

#### **CRJ 475 Terrorism Incident Management and Emergency Procedures (3 cr.)**

This course examines the philosophies and tactics of terrorist groups, and includes discussion of emerging terrorism trends. The course utilizes a systems approach to explore the various elements of private and public security and safety. This course prepares students to understand terrorism methodology, respond to terrorist incidents, and manage the consequences of terrorist events through an examination of historical understandings to Twenty-First Century terrorist predictions, threats, and trends. (Prerequisite: CRJ 120 and CRJ 150) (offered in Fall, every 2 years)

#### **CRJ 495 Criminal Justice Internship (8 cr.)**

Supervised work experience in an area of criminal justice, to serve as the culmination of classroom experience. A minimum of 25 clock hours of supervised work is required for each hour of credit. This is to be done in senior year, preferably summer. Students wishing to pursue an internship without completing the core must contact the Department Chair. Students may also choose to take 4 additional CRJ electives classes, in lieu of internship. (Prerequisite: CRJ 120, 150, 220, 250, 330, 300, 305, 400A, 430)

#### **CRJ 2000 Introduction to Criminal Justice (3 cr.)**

*Online Course*  
Examines the past, present, and future of the American criminal justice system with emphasis on the court system and changing philosophies of the American correctional system.

#### **CRJ 2001 Theory and Practice of Law Enforcement (3 cr.)**

*Online Course*

Presents the historical development of law enforcement, organization, administration, and systems of local, state, and federal policing with an emphasis on theories as they relate to practices.

#### **CRJ 2050: Introduction to Terrorism (3 cr.)**

*Online Course*

This course will provide students an opportunity to analyze the historical impact of terrorism on current and future terrorism incidents. It examines past incidents to provide insight into current and future terrorism methodologies, ideologies, and goals. The course also provides post-incident analyses of recent terrorism incidents to determine responder "best practices."

#### **CRJ 2200 Theory and Practice of Corrections (3 cr.)**

*Online Course*  
Provides a historical overview of theory and practices of convicted offenders with an emphasis on U.S. corrections, including institutional procedures, relevant technological innovations in security, and future innovation impact.

#### **CRJ 2501 Criminology (3 cr.)**

*Online Course*

Explores the study of crime and crime causation theories, including traditional and modern approaches and emerging technological innovations, as well as social policy.

#### **CRJ 3000: Homeland Security (3 cr.)**

*Online Course*

Explores the terms and definitions that apply specifically to Homeland Security as well as the recognition and utilization of national resources and political interaction. Evaluates all related elements of Homeland Security as well as terrorist organizations and the motivations behind each. Analyzes the variety of career paths in Homeland Security.

#### **CRJ 3201 Juvenile Justice and Delinquency (3 cr.)**

*Online Course*

Provides a historical overview of the American juvenile justice system from the development of the juvenile court, juvenile jurisdiction, and patterns of delinquency, including gangs, training schools, probation, after-care, family, school, and related factors as well as intervention strategies.

#### **CRJ 3301 Judicial Process (3 cr.)**

*Online Course*

Theory and Practice of Corrections, or equivalent. This course examines the American judiciary in relationship to state and federal criminal justice systems, including court structure, jurisdiction, selection of judges, and judicial discretion. Emphasis is given to contemporary issues confronting the American courts. (Prerequisites: CRJ 2000 Introduction to Criminal Justice, or equivalent; CRJ 2001 Theory and Practice of Law Enforcement, or equivalent; CRJ 2200)

#### **CRJ 3500: Weapons of Mass Destruction (3 cr.)**

*Online Course*

This course will provide students an opportunity to assess the capabilities of weapons of mass destruction to determine counteraction strategies. It defines weapons of mass destruction, using definitions from the United States Code; examines the agents used by terrorists to include chemical, biological, radiological, nuclear, and explosive (CBRNE) agents to determine what counteractions can be taken; and analyses recent terrorist incidents using CBRNE to determine future protective measures.

#### **CRJ 3601 Criminal Law (3 cr.)**

*Online Course*

Provides a study of the nature and foundations of U.S. criminal law. Students focus on evolution of statutory crimes in the United States, analysis of contemporary federal and statutory offenses, criminal conduct, criminal responsibility, criminal defenses, criminal liability, and elements of the crime.

#### **CRJ 3701 Criminal Investigation (3 cr.)**

*Online Course*

Presents a study of the development of the investigative procedures and techniques from early practices to modern-day forensic science capabilities with an emphasis on leadership, investigation, and case preparations. (Prerequisite: CRJ 3601, Business Law, or equivalent)

#### **CRJ 3801 Criminal Evidence and Legal Issues (3 cr.)**

*Online Course*

Examines the laws governing proof of facts involving evidence presentation in trials and common law. Students study practical application of

the rules of criminal procedure in respect to evidence, burden of proof, presumptions, judicial notice, and basic functions of courts as the third facet of the criminal justice system.

#### **CRJ 3950 Constitutional Law for Criminal Justice (3 cr.)**

*Online Course*

This course examines the principles and practice of analysis of significant cases and trends in American constitutional law, with an emphasis in criminal justice, including search and seizure, arrest, and civil rights as well as the judiciary, first amendment, due process, and the judicial system. (Prerequisites: CRJ 2000 Introduction to Criminal Justice, or equivalent; CRJ 3601 Criminal Law, or equivalent)

#### **CRJ 4001 Procedures in the Justice System (3 cr.)**

*Online Course*

Focuses on U.S. Supreme Court interpretations of the U.S. Constitution in respect to rights of the accused. Students discuss Supreme Court decisions and identify the impact on the criminal justice system as well as study a historical overview of the procedures involved in moving a suspect through the criminal justice system.

#### **CRJ 4101 Diversity and Ethics in Criminal Justice (1 cr.)**

*Online Course*

This course provides insight into the importance of diversity and ethical behavior background information, current diversity situations, and future trends involving diversity. The roles of officers, controversial opinions, types of diversity, etc. are explored. Students have the opportunity to evaluate their department and how diversity may assist more in accomplishing its mission.

#### **CRJ 4201 Probation and Community Corrections (3 cr.)**

*Online Course*

This course examines probation and community corrections from its inception through current times. Students will examine the philosophy behind probation and community corrections as well as its implementation in the United States. This course will also address the roles and responsibilities of practitioners and the relationship of probation and community corrections to other components in the criminal justice system.

#### **CRJ 4301 Management and Supervision Skills for Criminal Justice Personnel (3 cr.)**

*Online Course*

Many supervisors in law enforcement positions are eligible for retirement. Promotions are occurring more rapidly, and line staff are being placed in supervisor positions faster than ever. This course is designed to help the student learner bridge the gap between concept and practice, and provide them with a knowledge and understanding of the myriad of roles and responsibilities affiliated with management in law enforcement.

#### **CRJ 4701 Criminal Justice Organization and Administration (3 cr.)**

*Online Course*

This course defines and analyzes criminal justice system organizations including planning and management of human resources, research, environmental factors, centralized authority, and other issues.

#### **CRJ 4753 Terrorism Incident Management and Emergency Procedures (3 cr.)**

*Online Course*

Examines the philosophies and tactics of terrorist groups, and includes discussions pertaining to emerging trends in terrorism. A balanced treatment of technology, history, and research incorporate current information, highlighting private sector and governmental roles in responding to and preventing terrorism. Students study terrorism methodology, the mitigation of federal, state, and local agency coordinated response, and management consequences of terrorist events.

#### **CRJ 4900 Media Skills and Professional Development for Emergency Management Personnel (1 cr.)**

*Online Course Optional Three-Day, Face-to-Face Residency Elective*

This course will discuss various skills and strategies necessary in the field of Criminal Justice or Fire Science Administration to assist in career and promotion opportunities. Topics will include: media relations, public speaking tips, and professional development topics such as interview skills, résumé writing, and job search strategies.

## **DEVELOPMENTAL**

#### **DEV 102 Strategies of Success (1 cr.)**

Designed to enable students to be successful in any college environment, the course explores such diverse topics as time management, textbook reading and comprehension skills, resource utilization, note taking, classroom performance skills, and test-taking strategies. (Co-requisite: HUM 110)

#### **DEV 103 On Course for Success (1 cr.)**

Intended for college students who want to create success both in college and in life. The course explores topics including self-management, self-awareness, creative thinking skills, and lifelong learning skills.

## **ECONOMICS**

#### **ECO 251 Macroeconomics (3 cr.)**

Introduction to macroeconomic principles. Emphasis on application of these principles to current problems. General topics include: policies for controlling inflation and unemployment, economic way of thinking, characteristics of market systems and competitive market behavior, money and banking, national income theory, and the fundamentals of economic growth. (Prerequisite: Sophomore standing or consent of instructor)

#### **ECO 252 Microeconomics (3 cr.)**

Introduction to microeconomics. Emphasis on applications of these principles to current problems. General topics include: demand and consumer behavior, the firm and market structures, international economic relations, comparative economic systems, and current events with microeconomics content. (Prerequisite: ECO 251)

#### **ECO 2401 Principles of Macroeconomics (3 cr.)**

*Online Course*

Introduction to macroeconomic principles. Emphasis on application of these principles to current problems. General topics include: policies for controlling inflation and unemployment, economic way of thinking, characteristics of market systems and competitive market behavior, money and banking, national income theory, and the fundamentals of economic growth.

#### **ECO 2501 Microeconomics (3 cr.)**

*Online Course*

Introduction to microeconomics. Emphasis on applications of these principles to current problems. General topics include: Demand and consumer behavior, the firm and market structures, international economic relations, comparative economic systems, and current events with microeconomics content. (Prerequisite: ECO 2401 or equivalent)

## EDUCATION

### **EDU/PSY 144 Human Growth & Development (3 cr.)**

The study of physical, social, emotional, and intellectual development from conception to end of life. The concepts, theories, and determinants in the various periods of development are studied. Emphasis is given to understanding behavior and thinking during childhood and adolescence. Observations of human developmental behavior are required.

### **EDU 201 Introduction to Teaching (3 cr.)**

A study of objectives of education; historical, philosophical, and socio-logical foundations of education; characteristics and trends of American school systems; legal and ethical responsibilities, qualities, and characteristics of successful teachers, and challenges facing them today. Concurrent enrollment in EDU 202 required.

### **EDU 202 Introduction to Teaching Clinical (0 cr.)**

An introductory clinical placement requiring a minimum of 20 hours of observation and participation in classrooms, including diverse students. Concurrent enrollment in EDU 201 required.

### **EDU 210 Human Relations for Teachers (2 cr.)**

This course is designed to meet the human relations component as required by the Iowa State Department of Education for completion of a teaching endorsement. Topics reviewed in the class include racism, social class, gender, sexism, religion, exceptionality, and age and the implications for human relations and the developing dispositions of pre-service educators.

### **EDU 230 Educational Media and Computers (1 cr.)**

Students will be provided with basic knowledge and skills necessary for teaching and learning in an information age. The main focus is to enhance the teaching/learning that occurs in technology/media-rich environments.

### **EDU/PSY 240 Educational Psychology**

Cognitive, affective, and psychomotor learning processes; including behavior modification, complex reasoning, concept learning, problem solving, creativity, attitude formation, and skill learning. Application of learning principles to education. Students also discover challenges related to lifestyle issues such as homelessness and mobile students. Ten hours of clinical experience required. (Prerequisite: EDU/PSY 144)

### **EDU 253 Literature for Children (3 cr.)**

A survey course that introduces students to several genres of literature for children. Students will read and review selections from each of the genres, focusing on literary analysis and literature-based teaching and learning.

### **EDU 330 Language Development/ Teaching Reading & Language Arts (4 cr.)**

Introduces theories, teaching strategies, materials, and learning experiences for literacy. Focuses on the development of listening, reading, writing, and speaking skills. Various approaches used to teach reading are explained. Instructional methods for diverse learners and special needs students will be incorporated. (Prerequisites: EDU 144, 201, 202, 240, 253, SPED 220)

### **EDU 340 Teaching Math/Science in Grades K-8 (4 cr.)**

Exploration of theories, teaching strategies, resources, assessment, and the use of technology in the context of creating learning experiences for math and science for grades K-8. Will create math and science learning

experiences based on problem solving, discovery-inquiry approach, developmental implications, and current programs. Will demonstrate an integrated approach in teaching math and science. Instruction methods of diverse learners and special needs students will be incorporated. Fifteen hours of participatory clinical experience in an elementary/4-6 grade classroom are required. Must be accepted into the Teacher Education Program. (Prerequisite: EDU 144, 201, 202, 230, 240, 440, SPED 220)

### **EDU 350 Teaching Movement/Music/Art/Drama in Grades K-8 (4 cr.)**

This course will assist students in understanding, planning, and implementing the integration of movement, music, art, and drama into developmentally appropriate curriculums for children in educational settings. Fifteen hours of participatory clinical experience in an elementary/K-3 classroom are required. (Prerequisites: EDU 144, 201, 202, 230, 240, SPED 220) Concurrent enrollment in EDU 440 required.

### **EDU 355 Teaching Reading in Grades 5-12 (2 cr.)**

Students will explore theories, teaching strategies, resources, assessment, and use of technology in the context of creating learning experiences for literacy-rich classrooms. Students will learn to teach reading, writing, and the language arts within literature-based learning experiences, as well as plan for diverse learners and students with special needs. Ten hours of participatory clinical experience required. Must be accepted into the Teacher Education Program.

### **EDU 360 Teaching Reading/Social Studies/Language Arts in Grades K-8 (4 cr.)**

Exploration of theories, teaching strategies, resources, assessment, and the use of technology in the context of creating learning experiences for literacy. Will organize to teach reading, writing, and the language arts within literature-based learning experiences. Will create and demonstrate social studies learning experiences based on reading and writing to learn. Instructional methods for diverse learners and special needs students will be incorporated. Fifteen hours of participatory clinical experience in an elementary/K-8 classroom are required. Must be accepted into the Teacher Education Program. (Prerequisites: EDU 144, 201, 202, 230, 240, 330, 440, SPED 220)

### **EDU 370 Secondary Teaching Methods (2 cr.)**

This course provides students with an introduction to the methods and materials for teaching middle school and high school curricula. Students learn theories of instructional strategies and begin to develop their own teaching styles and philosophies. Students are required to enroll concurrently in EDU 371. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 371 and 465 is required. (Prerequisites: EDU 201, 230, 240, 440)

### **EDU 371 Pre-Student Teaching Clinical Experience for Secondary (1 cr.)**

Students are required to observe 20 hours in a secondary classroom and experiment with teaching materials and methods. Must be accepted into the Teacher Education Program. Students are required to enroll concurrently in EDU 370.

### **EDU 375 Methods of Teaching Speech/Theater in the Secondary School (3 cr.)**

Students learn methods and materials unique to 5-12 Speech/Theater teaching. Planning for teaching and learning experiences based on secondary student learning needs is the focus. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 465 required. (Prerequisites: EDU 370, 371 and 440)

### **EDU 376 Clinical Experience in Teaching Speech/Theater (1 cr.)**

Students gain instructional experience in a secondary classroom setting. Twenty hours of participatory clinical experience in a secondary classroom are required. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 375 required.

### **EDU 380 Methods of Teaching Social Studies in the Secondary School (3 cr.)**

Students learn methods and materials unique to 5-12 Social Studies teaching. Planning for teaching and learning experiences based on secondary student learning needs is the focus. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 381 required. (Prerequisites: EDU 370, 371 and 440)

### **EDU 381 Clinical Experience in Teaching Social Studies (1 cr.)**

Students gain instructional experience in a secondary classroom setting. Twenty hours of participatory clinical experience in a secondary classroom are required. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 380 required.

### **EDU 382 Methods of Teaching Science in the Secondary School (3 cr.)**

Students learn methods and materials unique to teaching science in the secondary school. Planning for teaching and learning experiences based on secondary student learning needs. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 383 required. (Prerequisites: EDU 370, 371, and 440)

### **EDU 383 Clinical Experience in Teaching Science (1 cr.)**

Students gain instructional experience in a secondary science classroom setting. Twenty hours of participatory clinical experience in a secondary science classroom are required. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 382 required.

### **EDU 385 Methods of Teaching English in the Secondary School (3 cr.)**

Students learn methods and materials unique to 5-12 English teaching. Planning for teaching and learning experiences based on secondary student learning needs is the focus. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 386 required. (Prerequisites: EDU 370, 371 and 440)

### **EDU 386 Clinical Experience in Teaching English (1 cr.)**

Students gain instructional experience in a secondary classroom setting. Twenty hours of participatory clinical experience in a secondary classroom are required. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 385 required.

### **EDU 395 Content Area Reading Methods (2 cr.)**

This course is for prospective and current secondary teachers. Students learn how to incorporate strategies for reading to learn in their content area. Vocabulary, writing, comprehension, and study skills are applied to actual content area textbooks. Ten hours of participatory clinical experience required.

### **EDU 398 Methods of Teaching Secondary Mathematics (3 cr.)**

Students will develop skills for lesson planning and crafting math curriculum for effective instruction and assessment of learning. Students learn methods and materials unique to 5-12 Mathematics teaching. Planning for teaching and learning experiences based on secondary student learning needs is the focus. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 399 required. (Prerequisites: EDU 370, 371 and 440)

### **EDU 399 Clinical Experience in Teaching Mathematics (1 cr.)**

Students gain instructional experience in a secondary classroom setting. Twenty hours of participatory clinical experience in a secondary classroom are required. Must be accepted into the Teacher Education Program. Concurrent enrollment in EDU 398 required.

### **EDU 406 Elementary Music Student Teaching (6 cr.)**

Supervised teaching experience in an accredited elementary school and participation in the total program of the school; seven weeks of full days, plus student teaching seminars. Requires the completion of all coursework. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

### **EDU 407 Grades K-3 Student Teaching (6 cr.)**

Supervised teaching experience in an accredited elementary school classroom and participation in the total program of the school; seven weeks of full days, plus student teaching seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

### **EDU 409 Grades 4-8 Student Teaching (6 cr.)**

Supervised teaching experience in an accredited elementary school classroom and participation in the total program of the school; seven weeks of full days, plus a 3-day seminar prior and a 2-day seminar at completion. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

### **EDU 410 Student Teaching in 5-9 Social Studies (6 cr.)**

Supervised teaching in an accredited 5-9 Social Studies classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$50)

### **EDU 411 Multicultural Practicum (2 cr.)**

One week teaching experience will be spent in a diverse setting, full time. There will be on campus classes/field trips prior to and after the practicum. (Prerequisite: Approval by the Education faculty) (Course Fee \$50)

### **EDU 412 Student Teaching in 5-9 Science (6 cr.)**

Supervised student teaching in an accredited 5-9 Science classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$50)

### **EDU 413 Extended Elementary Student Teaching (3 cr.)**

This course is required for students seeking out-of-state licensure that requires 18 weeks of student teaching. This is supervised teaching in an accredited elementary school. Four additional full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: EDU 407 and 409) (Course Fee \$200)

### **EDU 414 Student Teaching in 9-12 Social Studies (6 cr.)**

Supervised teaching in an accredited 9-12 Social Studies classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 415 Student Teaching in 5-9 English (6 cr.)**

Supervised teaching in an accredited 5-9 English classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 416 Student Teaching in 9-12 Science (6 cr.)**

Supervised student teaching in an accredited 9-12 Science classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 417 Student Teaching in 9-12 English (6 cr.)**

Supervised teaching in an accredited 9-12 English classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 420 Student Teaching in 5-9 Speech/Theater (6 cr.)**

Supervised teaching in an accredited 5-9 Speech/Theater classroom and participation in the full day of a secondary school. Seven weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 421 Secondary Music Student Teaching (6 cr.)**

Supervised teaching experience in an accredited secondary music program and participation in the full day of a secondary school; seven weeks of full days, plus Student Teaching Seminars. Requires the completion of all coursework. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 422 Foundations of Education Internship (2-9 cr.)**

Students will complete a practical work experience in an education-related area. (Prerequisites: Senior status and approval of the Education Department)

**EDU 423 Student Teaching in 9-12 Speech/Theater (6 cr.)**

Supervised teaching experience in an accredited 9-12 Speech/Theater classroom and participation in the full day of a secondary school. Seven full weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 430 Capstone (1 cr.)**

Synthesis of learning experiences in education. The student will complete a professional philosophy of education, professional portfolio, and resume. Students will also make a formal presentation of their achievement portfolio to the Education Department Faculty. (Prerequisite: Student Teaching or concurrently with Student Teaching) (Must be taken at Waldorf)

**EDU 440 Assessment and Goal Setting (3 cr.)**

Students gain experience in creating classroom assessments, motivating students and increasing student achievement. Practical experience is gained in interpreting standardized, criterion referenced, and formal/informal diagnostic instruments; as well as their ethical use. Ten hours of participatory clinical experience required. (Prerequisites: EDU 201, 240; SPED 220 and one methods class prior or concurrent) (Must be taken at Waldorf)

**EDU 460 Behavior Management for Elementary (2 cr.)**

Course content includes behavior of children, basic theories, and techniques of guidance applicable to typical and exceptional children.

Students will learn the root causes for behavior; also the management and monitoring of students when misbehavior is occurring. Students will learn to foster student responsibility for behavior and set up classroom environments that are conducive to positive student interaction and learning. Ten hours of clinical experience are required. Concurrent enrollment in EDU 350 or 360 required. (Prerequisite: EDU/PSY 144 and EDU 240)

**EDU 465 Behavior Management for Secondary (2 cr.)**

The future educator gains an understanding of student behavior in the classroom by learning to identify root causes for behavior, manage misbehavior, and foster student responsibility for behavior. Future teachers learn how to set up a classroom that encourages positive behavior and how to facilitate conflict resolution. Ten hours of participatory clinical experience required. Concurrent enrollment in a secondary methods course required. (Prerequisites: EDU 144 and 240)

**EDU 470 Student Teaching in 5-9 Mathematics (6 cr.)**

Supervised teaching in an accredited 5-9 Mathematics classroom and participation in the full day of a secondary school. Seven weeks are required with attendance at Student Teaching Seminars. (Prerequisites: EDU 370, 371, 440, 398 and 399.) (Course Fee \$200)

**EDU 471 Student Teaching in 9-12 Mathematics (6 cr.)**

Supervised teaching in an accredited 9-12 Mathematics classroom and participation in the full day of secondary school. Seven weeks are required with attendance at Student Teaching Seminars. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 480 Student Teaching in K-8 Physical Education (6 cr.)**

A K-8 supervised teaching experience in an accredited elementary school classroom and participation in the total program of the school; seven weeks of full days, plus student teaching seminars and other activities. Approval for student teaching by the Teacher Education Committee; see Waldorf College Education Program Handbook. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 481 Student Teaching in 5-12 Physical Education (6 cr.)**

A secondary school supervised teaching experience in an accredited secondary school classroom and participation in the total program of the school; seven weeks of full days, plus student teaching seminars and other activities. Approval for student teaching by the Teacher Education Committee; see Waldorf College Education Program Handbook. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 482 Student Teaching in 5-12 Health (2-4 cr.)**

Supervised teaching experience in an accredited classroom and participation in the total program of the school; seven weeks of full days, plus student teaching seminars and other activities. (Prerequisites: Senior status and approval of the Education Department) (Course Fee \$200)

**EDU 490 In-service Topics in Education (1-3 cr.)**

This course is for in-service teachers only. The purpose of the course is to provide professional development for the improvement of teaching strategies and increase learning opportunities for K-12 students. Topics will be chosen based on the needs of area in-service teachers.

**ENGLISH****ENG/HON 106 Honors Freshman: Composition I (3 cr.)**

This honors level course in academic literacy focuses on college writing, critical thinking, and active reading. Students develop their abilities to analyze source texts, synthesize ideas, and advance arguments in writing. Reading-to-write is emphasized with a curriculum focused on Ancient Greece. (Open to students accepted into the Honors College Program) (Fall)

**ENG/HON 107 Honors Composition II (3 cr.)**

This course focuses on the critical reading of literary texts through a study of the French Revolution, its flaws, and its ideals. Class discussion and writing projects provide opportunity for analysis, synthesis, and interpretation of the texts as students develop increasing academic literacy. (Open to students in the Honors College Program) (Prerequisites: ENG 106 or ENG 120 and ENG 121) (Spring)

**ENG 120 Composition I: College Reading and Writing (3 cr.)**

The course immerses students in a variety of strategies to improve their writing, reading, and analytical thinking skills in an effort to prepare them for the challenges they will encounter throughout their academic career across disciplines. Students will improve their ability to express themselves with cogent, clear writing and strengthen their facility to access, assess, and respond to written material that is complex and rich with ideas.

**ENG 121 Composition II: Rhetoric and Written Argument (3 cr.)**

The course will develop and build upon students' writing through application and practice of rhetorical concepts, immersing them in a world where analytical thinking and persuasive, clear writing are skills they will require. (Prerequisites: ENG 120 or ENG/HON 106)

**ENG 204 Writing Center Tutor Training (1 cr.)**

The course focuses on current theories of composition, teacher response, instructional techniques for writing conferences, and writing center theories and practices. (Prerequisites: ENG 120/106 and consent of instructor)

**ENG 205 English Grammar (3 cr.)**

This course provides a thorough examination of English syntax and its underlying structures, specifically to gain understanding of the rules of the written form of Standard American English. Special attention will also be given to how the English language is actively evolving and changing. Required for secondary education English majors. (Prerequisite: ENG 120 or ENG 121 or ENG/HON 107) (Alternating years)

**ENG 212 Global Literature (3 cr.)**

This course focuses on writing about and discussing literature from outside the United States or England. The content of the course varies from semester to semester and may survey a particular time period and/or region; explore a genre of literature across times or regions; or thematically investigate world literatures. (Prerequisites: ENG 120 or ENG 121 or ENG/HON 107) (Fall or Spring)

**ENG 213 Postcolonial Global Literature (3 cr.)**

This course will explore the global literature (non-British/non-American) that developed in a variety of geographical areas following de-colonization. Readings, writing, and discussion will focus on how these writers and their works, both fiction and non-fiction, help give voice to those

cultures and nations previously marginalized through colonization. In this context, we will examine issues and ideas that surface as these nations and peoples move from colonized to independent and seek to find ways to blend their old and new cultural experiences by expressing change, conflict, and growth through the literature that records this experience. (Prerequisites: ENG 120 or ENG 121 or ENG/HON 107) (Fall or Spring, when needed)

**ENG 230 Advanced Composition (3 cr.)**

This composition course builds on the writing process skills acquired in English 101, with a particular focus on essay form and the rhetorical aims of written argument, including inquiry, persuasion, mediation, and research-based argument. Students will read, analyze, and write a variety of essays in order to develop a full understanding of the essay form. Required for English, English Secondary Education, and Creative Writing majors. (Prerequisites: ENG 120 or ENG 121 or ENG/HON 107) (Alternating years)

**ENG 235 Technical Communications (3 cr.)**

This course focuses on writing within technical, scientific and professional contexts. Over the courses of the semester, students will gain experience writing technical and/or scientific reports, completing workplace correspondence, writing procedures/instructions, and presenting technical topics to non-technical readers/users. Students will review and practice research documentation, including exposure to the appropriate style(s) for their chosen discipline. Course work will focus both on print and online contexts. (Prerequisites: ENG 120 or ENG 121 or ENG/HON 106) (Spring or Fall)

**ENG 250 Explorations in Literature (3 cr.)**

The course provides students the opportunity to engage, discuss, and write about representative poems, short stories, essays, novels, plays, and films from diverse writers, time periods, and regions of the world; the course immerses students not only in the analytical aspects of looking closely at the responding to complex material but also the humane aspects of culture, history, politics, religion, and every other field of human endeavor. (Prerequisite: ENG 120 or ENG 121 or ENG/HON 106) (Alternating years)

**ENG 310 Young Adult Literature (3 cr.)**

This course will provide an opportunity for English Education majors to survey books in a variety of genres which are of interest to middle school and high school students with special attention to the developmental needs and abilities of students of this age, including gifted learners and reluctant readers. Required for secondary education English majors. (Prerequisites: ENG 120 or ENG 121 or ENG/HON 106) (Alternating years)

**ENG 341 American Literature to 1865 (3 cr.)**

The course will begin by looking at the frontier as a place and idea in early American Literature, exploring the ways the experience, landscape, and myth of the frontier shaped American Literature and culture. The ending point will be located in the literature of the American Renaissance, a period of amazing artistic and intellectual growth, reading stories and poetry from authors who were interested in creating a literature that had moved out from the shadows cast by English literature and was distinctively American. (Prerequisites: ENG 107, ENG 250, or equivalent). (Every other Fall)

**ENG 342 American Literature 1865 to Present (3 cr.)**

This course will begin with the literature immediately post-Civil War and then examine the influence of capitalism, industrialism, and urban growth in the American Empire period. What follows is an investigation of the origins, objectives, and methods of the Modern and Post-modern movements in American Literature as well as the diversity of voices and genres contributing to the contemporary American scene. Special attention will be paid to cultural, political, and social issues as they influence and are influenced by this literature. (Prerequisites: ENG 107, ENG 250, or equivalent). (Every other Spring)

**ENG 351 British Literature I: Beowulf to 18th Century (3 cr.)**

This survey of early British literature ranges from Beowulf, one of the earliest Old English texts, up to the eighteenth century. We will trace the development of the literary hero as well as focus on literary history and genre development as we study such authors as Chaucer, Milton, Donne, and Swift. (Prerequisites: ENG 107, ENG 250, or equivalent) (Every other Fall)

**ENG 352 British Literature II: Romantic Era to Contemporary (3 cr.)**

This survey of later British literature ranges from Romantic writers such as William and Dorothy Wordsworth, Samuel Taylor Coleridge, and Mary Wollstonecraft, through Victorian authors such as Charles Dickens and Thomas Hardy, up to Modern and Contemporary works by T.S. Eliot, Virginia Woolf, Seamus Heaney, and others. We will examine significant literary trends such as the rise of the novel and short story genres, the development of experimental poetic forms, and the ways in which literature of these eras reflected religious exploration, advances in science, industrialism, and modes of publication. (Prerequisites: ENG 107, ENG 250, or equivalent) (Every other Spring)

**ENG 441 Shakespeare (3 cr.)**

Using literary criticism and close textual analysis, this course will examine several of Shakespeare's plays, representing the dramatic genres of comedy, history, tragedy, and romance. (Prerequisites: ENG 120/107/121)

**ENG 415 Special Topics of Literature and Language (3 cr.)**

Topics will vary and are determined by the instructor. The class will examine an individual author or small group of writers (such as Jane Austen, Mark Twain, Five Romantic-Era Poets), a literary genre (such as early 20th-century poetry, satire, or travel literature), or a literary period (such as Victorian Literature or Contemporary Literature by American Women). (Prerequisites: at least two survey courses ENG 341, ENG 342, ENG 351, ENG 352, or consent of instructor) (At least once a year)

**ENG/HIS 470 Vietnam Era (3 cr.)**

This class centers on the American involvement in Southeast Asia from 1965 to 1972 through the disciplines of history and English. It also covers to a lesser degree the French colonial experience in Indo-China and the history of the united Vietnam after reunification in 1975. As an interdisciplinary course, the focus is not only on the historical narrative but on the literature of the period as well from American, South Vietnamese, and North Vietnamese sources. Film, music, and direct recollections of the US Vietnam veterans are used in the course.

**ENG 495 English Internship****ENG 498 Shakespeare Thesis (3 cr.)**

Thesis projects synthesizing literary, historical, biographical, and theatrical elements of plays of Shakespeare and/or early modern dramatists. An advisor from the English or Theatre departments must be assigned as an advisor for this thesis project. Further guidelines for the thesis are available from the Theatre Department. Students will present research/project at Inquirere colloquium.

**ENG 499 Senior English Thesis****ENG 1010 English Composition I (3 cr.)** *Online Course*

Introduction to the basic concepts and requirements of college-level writing. Provides students with the ability to implement effective communication skills via the written word.

**ENG 1020 English Composition II (3 cr.)** *Online Course*

Provides advanced introduction to the basic concepts and requirements of college-level writing, and presents additional skills, methods, and techniques to improve and polish the student's completed written documents. Gain writing experience, an understanding of the writing and revision process, methods and techniques to enhance the delivery of the writer's thoughts and ideas, proper grammar usage, and critical reading skills. (Prerequisite: ENG 1010 or equivalent)

**ENG 2000 American Literature I (3 cr.)** *Online Course*

This course surveys American literature from its beginnings to 1865. Emphasis is placed on the literary, cultural, historical and philosophical forces that shaped these works and that are reflected in them.

**ENG 2010 American Literature II (3 cr.)** *Online Course*

Surveys the emergence of modern American literature from the latter half of the 19th century through the social challenges experienced in the 20th century before and after World Wars I & II, and into the post-modern era that ushered in the 21st century.

**FRENCH****FRE 1010 Elementary French (3 cr.)** *Online Course*

Fundamentals of the French language, with emphasis on oral and written communication, grammar, and vocabulary. Cultural aspects of French-speaking countries are also included.

**GEOGRAPHY****GEO 201 World Geography (3 cr.)**

This course is a general survey of world geography with an exploration of political, physical, and cultural geographic themes. Students will learn the countries of the world, basic geographical forms, climate, and how to use maps effectively (Direct study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**GEO/POL 320 Modern Global Issues (3 cr.)**

This course is a broad study of the current global issues of political, economic, cultural, and environmental significance that face the United States and the world. Special attention will be given to understanding geographical significance of those issues. (Direct study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HISTORY****HIS 110 Ancient World (3 cr.)**

A survey of global societies including Europe, Asia, Africa, and the Americas from prehistory to around AD 500. There will be a focus on the birth of civilization and its struggle for existence. (Spring)

**HIS 120 Medieval World (3 cr.)**

A survey of global societies including Europe, Asia, Africa, and the Americas which existed in the thousand year period between the ancient and modern eras (c. AD 500-500). Attention will be given to the massive and creative developments of this period. (Fall)

**HIS 161 Modern World (3 cr.)**

A survey of global societies including Europe, Asia, Africa, and the Americas from the Renaissance through the first half of the 20th Century and the beginning of the Cold War (1500-1945). Particular focus will be given to issues of Imperialism, Nationalism, and Industrialism. (Spring)

**HIS 171 Contemporary World (3 cr.)**

A survey of global history in the 20th and 21st centuries with emphases on the legacy of the world wars, the Cold War, and the rise of the post-colonial Third World. This course will study the impact of modernization and globalization of nationalist and extremist responses, including the issue of modern terrorism. (Fall)

**HIS 201 U.S. History to 1877 (3 cr.)**

A survey of social, political, economic, religious, and cultural institutions from Pre-Columbian America through the Reconstruction. (Fall)

**HIS 202 U.S. History Since 1877 (3 cr.)**

A survey of the social, political, cultural, and economic developments in the United States with special attention given to the emergence of the United States as a world power. (Spring)

**HIS 210 Methods of History (3 cr.)**

An introduction to the field of history with an overview of historical theory and methods. Students will learn how to analyze primary and secondary sources, to incorporate historiography into their research and writing, and to utilize the Chicago Manual of Style. Assessment will be based on the research, writing, and presentation of a conference-style paper. This course is designed to enhance student effectiveness in subsequent upper-division history courses and thesis writing. Students are expected to take this course during their sophomore year. (Fall)

**HIS 300 History of the Northern Plains (3 cr.)**

A regional study of the Northern Plains with primary coverage of Iowa, Minnesota, Nebraska, and the Dakotas and some coverage of surrounding states and cities such as Chicago. This course begins with the Plains Indians around 1800 and continues to the present. Techniques in regional and local history will be investigated. Offered every second Fall Semester in odd years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 310 Ancient Greece (3 cr.)**

This course covers the political, social, economic, and cultural history of ancient Greece from the Dark Ages through the Classical and Hellenistic eras until Roman conquest. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS/REL 315 Early Church History (3 cr.)**

This course covers the history of the early church from the ministry of Jesus Christ to the Council of Nicaea in 325. It concentrates on the major figures, issues, and heresies of the early Christian movement. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 320 Roman Republic and Empire (3 cr.)**

This course covers Roman political, social, economic, and cultural history from the Roman Republic to the fall of the Roman Empire. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 322 The Vikings (3 cr.)**

A study of Scandinavian culture and society from the Carolingian era migrations through the rise of the Christian monarchies. Emphases will be placed on political, military, economic, social, and cultural themes as well as the impact that Viking Scandinavians had on Europe, North America, and the Near East. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 327 Medieval England (3 cr.)**

Traces the major political, social, and administrative changes from the Norman Conquest in 1066 to the Battle of Bosworth in 1485. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 328 British Empire (3 cr.)**

A study of the British Empire with a focus on the 19th and 20th centuries with regard to the expansion of empire, colonial government, nationalist responses, the impact of world wars, the collapse of empire, and the formation of commonwealth. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 329 Modern Britain (3 cr.)**

A study of modern Britain from 1815 to the present. There will be an examination of Britain's domestic transformation into a social welfare state, its cultural and intellectual achievements, its participation in world events, the climax and collapse of the British Empire, and Britain's post-imperial legacy. Offered every second Spring Semester in even years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 340 Modern Germany (3 cr.)**

A study of Modern Germany from 1871 to the present with an emphasis on the political, economic, social, cultural, intellectual, and military achievements as well as its challenges for itself and the world during the Second Reich, Weimar Republic, Third Reich, and Bundesrepublik. Offered every second Fall Semester in even years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 335 Medieval Europe (3 cr.)**

A study of Medieval Europe from the fall of the Roman Empire to the eve of the Reformation. Emphases will be placed on the development of medieval culture, the rise of the Christian Church and nation-states, and the famines, plagues, and wars that challenged society. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS/REL 336 Introduction to the Muslim World (3 cr.)**

An introduction to the foundations of Islam: Muhammad, the Qur'an, and the sources of Islamic faith. The course includes an overview of the spread of Islam from its early beginnings to the present. The course also examines Muslim beliefs and practices and the diversity of ways of being Muslim in the world today. Student research explores various forms of life and piety in selected locations of Asia, Africa, the Middle East, Europe, and North America. Attention is paid to the area of Christian-Muslim relations with the goal of fostering better understanding between the two communities. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 345 Early Modern Europe (3 cr.)**

A study of European development from the Peace of Westphalia in 1648 to the French Revolution of 1792. Emphasis will be placed on the Geographic, Social, Cultural and Political developments that propelled Europe into the dominant region of the modern world. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 355 Modern Africa (3 cr.)**

A study of African history since the early 19th century with a concentration on the impact of European imperialism and the rise of New Africa after independence. Emphases will include an examination of imperialism, nationalism, socialism, and ethnic rivalry. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 360 Modern Latin America (3 cr.)**

A study of Latin American history since independence, including an examination of the Caudillo era, the rise of Marxism, the challenge of democracy, and American intervention. Offered every third year in the Spring Semester (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 461 American Women's History (3 cr.)**

A survey of American women's history from before European contact to the present, with a special emphasis on women's evolving experiences of work and family. Offered every third year in the Fall Semester. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 467 U.S. Foreign Policy (3 cr.)**

This course traces the evolution of the U.S. foreign policy and its required government institutions from the Revolution to its present role as a world leader. Politics and diplomacy are combined with a focus on the social and economic issues that inevitably become intertwined. Offered every second Fall Semester in odd years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 463 African American History (3 cr.)**

A survey of African American history from the trans-Atlantic slave trade to the present, with a special emphasis on the black struggle for freedom. Offered every third year in the Spring Semester. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 464 American Environmental History (3 cr.)**

A survey of American environmental history from before European contact to the present, with a special emphasis on the relationship between

economic development and environmental vitality. Offered every third year in the Spring Semester. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 405 Colonial and Revolutionary America (3 cr.)**

A study of the origins and expansion of colonial America in the 17th-18th centuries, as well as an examination of the American Revolution, early confederation, and constitutional conventions. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 417 American Civil War (3 cr.)**

Traces the main political, social, and military events in American history from the war with Mexico in 1846-1847 through the crises of the 1850s culminating in the Civil War from 1861-1865. Offered every second Spring Semester in odd years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS/POL 418 Modern American Presidency (3 cr.)**

A study of the chief executive of the United States from McKinley to the present, with a special emphasis on the evolution of the office due to the social factors and individuals who shaped it. Course will examine the impact of presidents on government structures through their domestic and foreign policies. Offered during the Fall Semester of presidential election years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 420 Contemporary America (3 cr.)**

A study of American history since 1945, with emphases on the Cold War, the rise of technology and mass culture, and the crescendo and crises of the late 20th and early 21st centuries. Offered every third year in the Fall Semester. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 460 The Great War (3 cr.)**

This course covers the main political, economic, and military causes and developments of the Great War, 1914-1918. A study of the political and diplomatic tensions as well as the imperial and nationalist rivalries at the turn of the century and continues through the war to the Peace of Versailles. American or European emphases will be dependent on the instructor. Offered every second Spring Semester in odd years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS/POL 462 FDR: Depression and War (3 cr.)**

A survey of the major events in American history during the era of Franklin D. Roosevelt. Emphasis will be on the Great Depression, the New Deal, and WWII. Course will include an examination of the political, social, military, and economic changes that make this era a turning point in American history. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 465 World War II (3 cr.)**

This course covers the main political, economic, and military causes and developments of World War II, 1939-1945. It begins with the failure of Versailles and the rise of Fascism, and continues through the war to the atomic age and beginning of the Cold War. Offered every second Spring Semester in even years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS/ENG 470 The Vietnam War (3 cr.)**

This class centers on the American involvement in Southeast Asia from 1965 to 1972 through the disciplines of history and English. It also covers to a lesser degree the French colonial experience in Indo-China and the history of the united Vietnam after reunification in 1975. As an interdisciplinary course, the focus is not only on the historical narrative but on the literature of the period as well from American, South Vietnamese, and North Vietnamese sources. Film, music, and direct recollections of the US Vietnam veterans are used in the course.

**HIS 471 From the Beats to the Beatles (3 cr.)**

This interdisciplinary course will examine American counterculture, political activism, and post-modern literature after 1945. Offered every third year in the Spring Semester. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 475 Special Topics (3 cr.)**

Topics will vary and are determined by the instructor. This may be offered as a team-taught interdisciplinary course in conjunction with another discipline. Offered occasionally as determined by the department. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

**HIS 499 History Seminar (1 cr.)**

Seminars will cover announced topics and can be taken as a stand-alone course or in conjunction with a lecture course of a similar topic. Seminars may be organized in either a reading or research format with the former requiring a formal annotated bibliography and the latter requiring an advanced research paper. Historiography and theory will be emphasized in either format. History majors are required to complete three seminars for graduation. Topics will vary and are determined by the instructor. This may be offered as a team-taught interdisciplinary course in conjunction with another discipline. May be repeated with different topics. (Prerequisite: HIS 210)

**HIS 495 Internship (6 cr.)**

Internships are designed to give students practical experience by placing them in a professional setting related to their major and professional interests such as, but not exclusive to, a museum, archive, historical site, government office, legal office or business. A written request for an internship including a description of the setting and type of work to be done by the intern must be approved by a majority of the Department's full time faculty prior to registering for HIS 495. Internships will be supervised by an on-site facilitator as well as the student's major advisor. A minimum of 25 clock hours of supervised work is required for each hour of credit. At the end of the internship, the student shall submit a written report on their experience to their advisor for approval and the department for review. (Prerequisites: Completion of HIS 210 Methods of History and at least 21 credits in the History Major)

**HIS 496 Senior Thesis Research (3 cr.)**

History seniors who do not complete an internship or student teaching are required to submit a senior thesis which is supervised through the History Department faculty. The thesis will involve extensive primary and secondary research on an approved topic, which will result in a written work that is appropriate for presentation or publication. The thesis will be researched and written over the span of the senior year, with the student conducting guided research during the fall semester of the senior year. The project's progress must be approved by the full department. (Prerequisites: Senior status and completion of HIS 210)

**HIS 497 Senior Thesis Writing (3 cr.)**

History seniors who do not complete an internship or student teaching are required to submit a senior thesis, which is supervised through the History Department faculty. The thesis will involve extensive primary and secondary research on an approved topic, which will result in a written work that is appropriate for presentation or publication. The thesis will be researched and written over the span of the senior year, with the student producing a finished research paper during the spring semester of the senior year. The final paper must be completed and approved by the full department. (Prerequisite: Satisfactory completion of HIS 496)

**HIS 498 History Seminar (3 cr.)**

Seminars will cover announced topics and can be taken as a stand-alone course or in conjunction with a lecture course of a similar topic. Seminars may be organized in either a reading or research format with the former requiring a formal annotated bibliography and the latter requiring an advanced research paper. Historiography and theory will be emphasized in either format. History majors are required to complete three seminars for graduation. Topics will vary and are determined by the instructor. This may be offered as a team-taught interdisciplinary course in conjunction with another discipline. May be repeated with different topics. (Prerequisite: HIS 210)

**HIS 1100 Ancient World (3 cr.)** *Online Course*

A survey of global societies including Europe, Asia, Africa, and the Americas from prehistory to around AD 500. There will be a focus on the birth of civilization and its struggle for existence.

**HIS 1110 American History I (3 cr.)** *Online Course*

By the end of this course, you will understand the major political, social, economic, and cultural developments in American history, from first contact through Reconstruction. Furthermore, you will be able to trace the evolving relationship between various minority groups and America's dominant white male culture.

**HIS 1120 American History II (3 cr.)** *Online Course*

The United States is a pluralistic place where diverse characters pursue their own distinctive visions of The American Dream side by side. But those Dreams often conflict with one another. In fact, Americans form a nation of so many voices that people rarely understand one another. Our plot this semester will be peopled by a motley crew: Joseph, Muir, Du Bois, Addams, Long, Carson, Carmichael, Chavez, Falwell. These names may not mean anything to you now, but they will form a familiar cast of characters by the time that the final exam rolls around. Each posited a unique vision of The American Dream, each spoke with a distinctive voice. These figures represent the subject of our inquiry: the United States since 1877.

**HIS 1200 Medieval World (3 cr.)** *Online Course*

A survey of global societies including Europe, Asia, Africa, and the Americas which existed in the thousand year period between the ancient and modern eras (c. AD 500-1500). Attention will be given to the massive and creative developments of this period.

**HIS 1610 Modern World (3 cr.)** *Online Course*

A survey of global societies including Europe, Asia, Africa, and the Americas from the Renaissance through the first half of the 20th Century and the beginning of the Cold War (1500-1945). Particular focus will be given to issues of Imperialism, Nationalism, and Industrialism.

**HIS 1710 Contemporary World (3 cr.)** *Online Course*

A survey of global history in the 20th and 21st centuries with emphases on the legacy of the world wars, the Cold War, and the rise of the post-colonial Third World. This course will study the impact of modernization and globalization of nationalist and extremist responses, including the issue of modern terrorism.

**HONORS COLLEGE****HON/ENG 106 Honors Freshman: Composition I (3 cr.)**

This honors level course in academic literacy focuses on college writing, critical thinking, and active reading. Students develop their abilities to analyze source texts, synthesize ideas, and advance arguments in writing. Reading-to-write is emphasized with a curriculum focused on Ancient Greece. (Open to students accepted into the Honors College Program) (Fall)

**HON/ENG 107 Honors Composition II (3 cr.)**

This course focuses on the critical reading of literary texts through a study of the French Revolution, its flaws, and its ideals. Class discussion and writing projects provide opportunity for analysis, synthesis, and interpretation of the texts as students develop increasing academic literacy. (Open to students in the Honors College Program) (Prerequisites: ENG 106 or ENG 120 and ENG 121) (Spring)

**HON 200 Honors Philosophy (3 cr.)**

A team-taught seminar that explores the process of disciplinary thinking. Each unit examines a person or an idea that has impacted how we consider what it means to be human. Emphasis is placed on critical thinking skills as evidenced in both oral and written contributions. (Strongly advised for all Honors College students; required for potential Waldorf Scholars. Non-honors students may take the course with the permission of the Director of the Honors College.) (Prerequisites: ENG/HON 107 or ENG 121) (Fall)

**HON 279 Honors Colloquium I (1 cr.)**

A course designed to foster critical thinking, in-depth analysis, and communication skills through reading, discussion, and writing about a single topic. Course may be repeated. (Prerequisite: Cumulative GPA 3.00 or permission of the Honors College Director)

**HON 289 Honors Colloquium II (1 cr.)**

A course designed to apply the critical thinking skills from the honors curriculum to service learning opportunities. The class will select a campus or community issue and interact with constituent groups to resolve the issue. (Prerequisite: Cumulative GPA 3.00 or permission of the Honors College Director)

**HON 399 Honors World Trip (1 cr.)**

This course is designed to prepare students for an overseas travel experience. Students will study the history and culture of the destination as well as assist in the creation of the itinerary and making travel arrangements. (Prerequisite: Actively making progress towards completing the Honors Curriculum and a Cumulative GPA of 3.5 or permission of the Honors College Director) (Spring and May term of even-numbered years)

**HON 499 Honors Thesis (1 cr.)**

The topic for the Honors thesis must be approved by the honors director

and the thesis advisor. Students may choose to work in any discipline. The thesis will involve extensive research which will result in a written work that is appropriate for presentation at Inquirere, the college's undergraduate academic conference. (Prerequisite: Actively making progress towards completing the Honors Curriculum) (Every Fall and Spring)

**HUMANITIES****HUM 110 Freshman Seminar (1 cr.)**

This team taught (Faculty and Student Services) first year course required of all new first year students explores the transition of the first year student to the new college setting. Material covered is designed to equip new students with the knowledge and skills to help them have a successful academic and social first year at college. Understanding learning styles, reflecting on social decision making, exploring community/campus resources and a first year reading and discussion will all be part of this fun and interactive class.

**HUM 120 Artistic Expression (3 cr.)**

This course examines the functions and form of the fine and performing arts. Included in this course are requirements to attend gallery exhibits, concert events, and theatre productions.

**HUM 300 Investigations in the Humanities (3 cr.)**

In this course students study different answers to (and ways of asking) a basic question: What does it mean to be human? The course focuses on up to six different points in time and places on the map; these may vary from semester to semester. Some of the ways to unpack the course questions are as follows: What is Justice? How is mortality experienced? What is the relationship between humans and their gods or God? What are the rights, privileges or responsibilities of human beings? What are the values that guide human choices? What do humans consider beautiful or ugly, melodious or cacophonous? The course focuses on specific artifacts (e.g. texts, artwork, music) from those six periods, taking the time to analyze the artifact and the people that produced it. Discussion of some artifacts may be guided by guest lecturers who are scholars/artists in relevant fields. (Prerequisites: ENG 102/107/110, PHL 111 and HUM 120)

**HUM 1010 Introduction to Waldorf Online (2 cr.)** *Online Course*

Introduces students to various strategies for learning and other skills that are often overlooked when planning for college.

**HUM 1020 Critical Thinking (3 cr.)** *Online Course*

Introduces the art of devising ways to improve the quality of learning and life by systematically improving the thinking that underlies them.

**MUSIC APPLIED STUDY****MSA 001 Waldorf Choir (.5 cr.)****MSA 002 Sangkor (.5 cr.)****MSA 003 Waldorf Wind Symphony (.5 cr.)****MSA 004 Waldorf College Jazz Band (.5 cr.)****MSA 005 Schola Cantorum (.5 cr.)****MSA Lessons (varies by lesson)**

Applied lessons can be taken at the non-major or the music major level. Lessons are designated with the MSA heading and the area of study by a one letter suffix as follow:

- Piano P
- Organ O
- Harpsichord H
- Voice V
- Woodwinds W
- Brass B
- Strings S
- Percussion D

**MSA 113 Class Voice (1 cr.)**

A class of beginning students in voice production as related to the art of singing. Introduction to vocal literature given with class performance required.

**MSA 115 Piano Skills I (1 cr.)**

Designed for the beginning piano student who wishes to learn the introductory fundamentals of piano. Hand and body position, elementary use of chords, and harmonizations for simple songs, sight reading, and basic piano technique are emphasized.

**MSA 116 Piano Skills II (1 cr.)**

Designed for the beginning piano student who wishes to learn the introductory fundamentals of piano. Hand and body position, elementary use of chords, and harmonizations for simple songs, sight reading, and basic piano technique are emphasized.

**MSA 171-172** designates lessons for non-majors and **MSA 181-184** for majors. Availability of applied study with a Waldorf College faculty member is limited. Music majors and minors are given first priority, then those fulfilling scholarship obligations, followed by those who are members of Waldorf performing ensembles. Registration for lessons requires payment of a fee as outlined in the Music Department Handbook. Once lessons have commenced, the fee is non-refundable.

**MSA 171 (1 cr.) 172 (2 cr.)**

Applied study at the non-major level, 171 will be a half hour lesson for one credit. 172 will be an hour lesson for 2 credits. Further details are found in the Music Department Handbook. Permission of the instructor required. (Can be repeated for credit) (Requires lesson fee)

**MSA 181, 182 (1 cr.)**

Applied study at the music major level, first year, first (181) and second (182) semester. Half hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 183, 184 (2 cr.)**

Applied study at the music major level, first year, first (183) and second (184) semester. Hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 215 Piano Skills III (1 cr.)**

Designed as a continuation of Piano Skills I/II for the student who wishes to continue learning the fundamentals of piano. Harmonizations, transposing, open-score reading, sight reading, and intermediate level technique and repertoire studies are emphasized.

**MSA 216 Piano Skills IV (1 cr.)**

Designed as a continuation of Piano Skills III and as a final step or preparation before taking the Piano Proficiency exam. Harmonizations, transposing, open-score reading, sight reading, and intermediate level technique and repertoire studies are emphasized.

**MSA 225 Collaborative Piano (2 cr.)**

Study of the art of collaborating on the piano with singers, choirs, and instrumentalists. Emphasis on sight-reading, open-score reading, ensemble work, and piano techniques applicable to accompanying.

**MSA 281, 282 (1 cr.)**

Applied study at the music major level, second year, first (281) and second (282) semester. Half hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 283, 284 (2 cr.)**

Applied study at the music major level, second year, first (283) and second (284) semester. Hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 313 Half Recital, Voice (1 cr.)****MSA 314 Half Recital, Piano (1 cr.)****MSA 315 Half Recital, Organ (1 cr.)****MSA 316 Half Recital, Instrumental (1 cr.)****MSA 381, 382 (1 cr.)**

Applied study at the music major level, third year, first (381) and second (382) semester. Half hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 383, 384 (2 cr.)**

Applied study at the music major level, third year, first (383) and second (384) semester. Hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 413 Full Recital, Voice (2 cr.)****MSA 414 Full Recital, Piano (2 cr.)****MSA 415 Full Recital, Organ (2 cr.)****MSA 416 Full Recital, Instrumental (2 cr.)****MSA 481, 482 (1 cr.)**

Applied study at the music major level, fourth year, first (481) and second (482) semester. Half hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lesson fee)

**MSA 483, 484 (2 cr.)**

Applied study at the music major level, fourth year, first (483) and second (484) semester. Hour lessons. Further details are found in the Music Department Handbook. (Permission of the instructor required) (Requires lessons fee)

**MATHEMATICS****MTH 100 Basic College Mathematics (4 cr.)**

Introduction to mathematics, whole numbers, fractions, decimals, percent, ratio and proportion, and applications of arithmetic. Algebra: operations on polynomials, factoring and fractions, equations and inequalities, graphing, exponents and radicals, quadratic equations, and concepts in geometry and applications. (Prerequisite: Admission by placement exam or consent of the instructor/Register)

**MTH 101 General Education Mathematics (4 cr.)**

Designed primarily for the student who does not plan to specialize in mathematics or related science. This course emphasizes fundamental concepts and applications of mathematics along with formal techniques. Topics discussed will be number bases and real numbers, intermediate algebra, geometry and right triangle trigonometry, probability and statistics, and sets. (Prerequisite: One year of elementary algebra)

**MTH 102 Liberal Arts Mathematics (4 cr.)**

Designed primarily for students who have a sufficient background in Algebra. This course is suitable for inclusion in a program of study for elementary education math students. Survey of applications of mathematics to real-world problems. Topics are from graph theory, management science, political science, statistics, and computer science. (Prerequisite: Math ACT score of 20, Math SAT score of 530, passing score on math placement exam or MTH 101)

**MTH 103 College Algebra & Trigonometry (5 cr.)**

For those who have a good background but not a working knowledge of algebra and trigonometry. Topics include: basic algebraic operations, inequalities, functions and their representation, polynomial functions, exponential and logarithmic functions, trigonometric functions and applications, algebra of vectors and analytic geometry of the plane. (Prerequisite: Three years of high school mathematics including Algebra I and Algebra II)

**MTH 110 Quantitative Methods (4 cr.)**

Special attention given to applications in business and the social sciences. Topics include matrix algebra, linear programming, mathematics of finance, basic concepts of probability, and Markov Chains with applications. (Prerequisite: Algebra I and Algebra II or MTH 101)

**MTH 201 Elementary Statistics (4 cr.)**

An introduction to statistical methods, including: organization of data, graphical representation of data, measures of location and dispersion, elementary probability, theoretical frequency distribution, sampling, estimation, hypothesis testing, correlation, regression, and analysis of variance. This course is of particular interest to students majoring in business, education, social, and biological sciences. (Prerequisites: Algebra I and Algebra II or MTH 101)

**MTH 203 Calculus I (4 cr.)**

This course is for those who have a sufficient background in algebra and trigonometry. Topics include: functions, continuity and limits, derivatives of algebraic and trigonometric functions, applications of derivatives, and the definite integral and applications. (Prerequisite: four years of high school mathematics or MTH 103)

**MTH 204 Calculus II (4 cr.)**

Extension of concepts of limit, derivative, and integral to include log and exponential functions with applications. Techniques of integration, improper integrals, "L'Hospital's" rule, infinite series, numerical integration, and polar forms. (Prerequisite: MTH 203)

**MTH 300 Discrete Mathematics (4 cr.)**

An introduction to discrete structures. Material covered will include sets, propositions, proofs, functions and relations, equivalence relations, quantifiers, Boolean algebras, and graphs. (Prerequisite: MTH 204 or taken concurrently)

**MTH 330 Linear Algebra (4 cr.)**

An introduction to the theory and applications of linear algebra. Topics include vector spaces, matrices, linear transformations, determinants, eigenvalue and eigenvectors, and inner product spaces. (Prerequisite: MTH 300)

**MTH 340 Classical and Modern Geometry (4 cr.)**

Selected topics from logical systems and basic laws of reasoning, foundations of Euclidean geometry, finite geometries, geometric loci, transformations, inversion, and non-Euclidean geometry to include hyperbolic plane geometry, projective geometry, affine geometry, and computer geometry. (Prerequisite: MTH 300)

**MUSIC****MUE 341 Methods of General Music in the Public Schools, K-12 (4 cr.)**

A course designed for the music specialist who will be teaching and supervising in elementary, middle, and senior high school. Various school music methods are studied including Orff and Kodaly. Special emphasis is given to the National Standards developed by MENC. Grade level achievement and goals in the development of the child are examined. Teaching skills are developed in a laboratory teaching environment. The course will include assessment and testing. Membership in MENC is required. Includes 20 hours of field experience in a pre-student teaching clinical experience. Must be accepted into Teacher Education Program. (Prerequisites: EDU 201; MUS 201, 204 or consent of instructor)

**MUE 351 Methods of Musical Drama in the Schools (2 cr.)**

This course is designed to introduce students to the materials and techniques necessary for directing the performance of musicals in a secondary school setting. In addition to classroom lectures and discussions, students also observe rehearsals and performances of musicals in local area schools. Practical experience in musical drama production is provided through a separate two-hour credit course involving musicals sponsored by the Music Department. Offered only as needed. Must be accepted into Teacher Education Program.

**MUE 360-362**

The following three courses cover the study of teaching and performance techniques and methods in each of the three categories of band instruments. Includes selection and care of instruments, basic literature, and rudimentary performance on instruments in each of the categories.

**MUE 360 Percussion Skills (1 cr.)**

Covers basic skills of snare drum, tympani, mallets, and auxiliary percussion.

**MUE 361 Woodwind Skills (1 cr.)**

Covers the basic skills of the single reed, double reed, and flute instruments. A unique component of the class is a unit on the recorder as an introduction to woodwind playing.

**MUE 362 Brass Skills (1 cr.)**

Covers basic skills of trumpet, horn, euphonium, trombone, and tuba playing.

**MUE 363 Vocal Skills (1 cr.)**

Students will learn the fundamentals of singing technique, basic elements of vocal pedagogy, and strategies of vocal repertoire selection for young singers. Students will study three vocal pieces and teach volunteer students private vocal lessons.

**MUE 441 Methods of Performance Ensembles in the Schools (3 cr.)**

A comprehensive course in leading public school choral and instrumental music programs, from late elementary (beginning band and chorus) through high school ensembles. Includes recruitment methods, book selection, scheduling, budgeting, rehearsal procedures and techniques, motivation and classroom management, with special emphasis on advocacy. MENC membership required. Includes 20 hours of field experience and a pre-student teaching clinical experience. Must be accepted into Teacher Education Program. (Prerequisites: EDU 201; MUS 202, 204, 215; piano proficiency; or consent of instructor)

**MUS 101 Theory I (3 cr.)**

Emphasis is placed on work in rhythms, major and minor scales, church modes, other scales, intervals and triads; and the construction of four-part chords. Original work involves the writing of melodies and rhythmic studies. (Concurrent registration with MUS 103 required)

**MUS 102 Theory II (3 cr.)**

A continuation of MUS 101. Further work in chord construction and part-writing. Work includes the writing of original compositions, harmonization of figured bass lines, and the analysis of compositions. Non-harmonic tones, cadences, modulation, dominant seventh chords, and some musical forms are studied. (Concurrent registration with MUS 104 required) (Prerequisite: MUS 101)

**MUS 103 Aural Skills I (1 cr.)**

This course involves exercises in dictation, rhythms, scales, modes, intervals, trials, and sight-singing. (Concurrent registration with MUS 101 required)

**MUS 104 Aural Skills II (1 cr.)**

A continuation of MUS 103. Further work is done in rhythmic, melodic, and harmonic dictation and sight-singing. (Concurrent registration with MUS 102 required) (Prerequisite: MUS 103)

**MUS 111 Diction for Singers I (1 cr.)**

Study of English and Italian diction through song literature. Students will develop a working facility of the International Phonetic Alphabet as applied to proper pronunciation of English and Italian.

**MUS 201 Theory III (3 cr.)**

A continuation of MUS 102. The various seventh chords, other chromatically altered chords, and some musical forms are studied by means of written exercises, analysis, and the writing of compositions. (Concurrent registration with MUS 203 required) (Prerequisite: MUS 102)

**MUS 202 Theory IV (3 cr.)**

A continuation of MUS 201, this course includes the introductory study of counterpoint, musical forms, and twentieth century devices and styles. (Concurrent registration with MUS 204 required) (Prerequisite: MUS 201)

**MUS 203 Aural Skills III (1 cr.)**

Continuation of MUS 104. Melodic and harmonic dictation, sight-singing, and study of the various seventh chords and chromatically altered chords make up the subject matter for this course. (Concurrent registration with MUS 201 required) (Prerequisite: MUS 104)

**MUS 204 Aural Skills IV (1 cr.)**

Continuation of MUS 203. (Concurrent registration with MUS 202 required) (Prerequisite: MUS 203)

**MUS 211 Diction for Singers II (1 cr.)**

Study of German diction through song literature. Students will develop a working facility of German pronunciation through continued study of the International Phonetic alphabet. (Prerequisite: MUS 111)

**MUS 215 Conductor's Workshop I (2 cr.)**

The introductory course in the conductor's workshop in which all of the conducting students form ensembles for the class members to conduct. The class introduces the study and practice of techniques of conducting, including conducting patterns, methods of interpretation, rehearsal techniques, and basic choral and instrumental tone building. (Prerequisite: MUS 101 or consent of instructor)

**MUE 216 Arranging Technology (1 cr.)****MUS 300 World Music (3 cr.)**

Survey of music in non-western cultures, focusing on Asia, Africa, and Latin America, as well as consideration of the implication for missions and intercultural work posed by cultural-aesthetic sensitivity.

**MUS 301 Music History I (3 cr.)**

A musical survey of western music from antiquity to 1600. Non-music-majors require permission of instructor. (Prerequisites: MUS 101, 102)

**MUS 302 Music History II (3 cr.)**

A musical survey of western music from 1600-1827. Non-music-majors require permission of instructor. (Prerequisites: MUS 101, 102)

**MUS 311 Diction for Singers III (1 cr.)**

Study of French diction through song literature. Students will develop a working facility of French pronunciation through continued study of the International Phonetic alphabet. (Prerequisite: MUS 111)

**MUS 315 Conductor's Workshop II (Choral Conducting and Arranging) (2 cr.)**

A continuation of MUS 215 Conductor's Workshop I, this course serves to develop advanced choral conducting techniques. A choral arrangement is prepared by each student for performance by the class. (Prerequisites: MUS 101, 102, 215)

**MUS 316 Conductor's Workshop III (Instrumental Conducting and Arranging) (2 cr.)**

A continuation of MUS 215 Conductor's Workshop I, this course serves to develop advanced instrumental conducting techniques. An instrumental arrangement is prepared by each student for performance by the Waldorf Wind Symphony. (Prerequisites: MUS 101, 102, 215)

**MUS 318 Music History III (3 cr.)**

A musicological survey of western music from 1827 to present. Non-music-majors require permission of instructor. (Prerequisites: MUS 101, 102)

**MUS/THR 325 American Musical Theatre (3 cr.)**

A study of American Musical Theatre from its beginnings to the present with a concentration on several significant works.

**MUS/REL 330 Music and Worship and the Lutheran Tradition (3 cr.)**

This course will examine the historic use of liturgy and music in Christian worship. Included will be a study of the evolving nature of worship, the Lutheran tradition, and the emergence of "contemporary worship."

**MUS 331 Vocal Pedagogy (3 cr.)**

This course is designed to prepare the future studio voice teacher and choral director for the teaching of healthy vocal techniques. Course content will include anatomy and physiology of the vocal mechanisms, beginning and intermediate instruction techniques, professional practice and organizations, and individual/group vocal instruction.

**MUS 332 Piano Pedagogy (3 cr.)**

This course is a survey of the art of teaching the piano. Course content will include a survey of beginning and intermediate piano methods, literature for the beginning/intermediate piano student, studio business practice, professional organizations, and group piano instruction pedagogy.

**MUS 382 Seminar: Choral Literature (1 cr.)**

Covers choral literature from the Western tradition, with an emphasis on literature appropriate for the middle and high school levels. Sequenced to coincide with Conductor's Workshop II.

**MUS 384 Seminar: Instrumental Ensemble Literature (1 cr.)**

Covers all band and orchestra literature appropriate for the middle and high school levels. Sequenced to coincide with Conductor's Workshop III.

**MUS 420 Vocal Literature (2 cr.)**

This course is a survey of art songs, oratorio, and operatic literature for the voice. Standard repertoire for all major vocal fachs will be examined through performance and listening.

**MUS 421 Piano Literature (2 cr.)**

This course will examine literature written for keyboard (piano) from the 16th century to the present. Emphasis will be placed on solo literature of the Baroque, Classic, Romantic, and Contemporary periods.

**MUS 422 Instrumental Repertoire (2 cr.)**

A survey of instructional, solo, and chamber repertoire for instrumentalists preparing for a senior recital.

**MUS 430 Church Music Practicum & Internship (6-9 cr.)**

A practical working experience will be provided within a church setting.

**MUS 434 Arts Management Practicum & Internship (6-9 cr.)**

A practical working experience in managing and/or working in an Arts related business.

**MUS 1010 Introduction to Music Appreciation (3 cr.) *Online Course***

Concise survey of music history from the Middle Ages to the present. Through guided listening, students identify style periods and genres that are particular to each period.

## PHYSICAL EDUCATION

**Physical Education Activities (.5 cr.):**

All activities are taught in a coeducational format unless otherwise indicated on registration schedules.

- PED 101 Archery
- PED 102 Badminton
- PED 103 Bowling (\$30 course fee)
- PED 104 Kenpo Karate I
- PED 105 Dance
- PED 106 Aerobics
- PED 107 Golf
- PED 108 Racquetball
- PED 109 Running
- PED 110 Tennis
- PED 111 Weight Lifting
- PED 112 Skiing
- PED 113 Swimming
- PED 114 Kenpo Karate II
- PED 115 Basketball
- PED 116 Flag Football
- PED 117 Soccer
- PED 118 Volleyball
- PED 119 Recreational Activities
- PED 120 Exploring Fitness (Special Needs Students Only)

**Varsity Athletics (Men) (.5 cr.)**

- PED 001 Baseball
- PED 002 Basketball
- PED 003 Football
- PED 004 Golf
- PED 005 Wrestling
- PED 010 Soccer
- PED 013 Cross Country
- PED 015 Bowling
- PED 018 Hockey
- PED 020 Track & Field

**Varsity Athletics (Women) (.5 cr.)**

- PED 006 Cheerleading
- PED 007 Basketball
- PED 008 Softball
- PED 009 Volleyball

- PED 011 Soccer
- PED 012 Golf
- PED 014 Cross Country
- PED 016 Bowling
- PED 017 Wrestling
- PED 021 Track & Field

**PED 170 First Aid/CPR/AED for Workplace, Schools and Community (1 cr.)**

American Red Cross course providing training in CPR, AED use, and first aid procedures qualifying the student for American Red Cross certification. Certification effective for one year only. Recertification, if needed, is responsibility of the student. (Course Fee \$30)

**PED 210 Physical Education for the Elementary School (3 cr.)**

This course will emphasize the development of quality programs in the elementary school which include the psycho-motor, cognitive, and affective domains. Students will visit quality physical education programs. Movement education will be a major theme of the class. (Prerequisite: PED 230)

**PED/WEL 221 Personal and Community Health (3 cr.)**

A course which presents principles and practices of personal health and seeks to develop attitudes and habits necessary for healthful living.

**PED/WEL 230 History and Principles of PE, Fitness, and Sport (3 cr.)**

An overview of the history, philosophy, and principles of physical activity, exercise, and sports

**PED 243 Team Game Skills (3 cr.)**

Basic course in developing motor skills, knowledge of rules, playing strategy, terminology, and participation in volleyball, basketball, soccer, speedball, field hockey, and touch football. (Open to physical education or wellness majors and minors only)

**PED 244 Individual and Dual Sport Skills (3 cr.)**

Basic course in developing motor skills, knowledge of rules, playing strategy, terminology, and participation in badminton, tennis, archery, golf, conditioning, tumbling, and balance beam. (Open to physical education or wellness majors and minors only)

**PED 251 Theory, Psychology, and Ethics of Coaching (2 cr.)**

An introduction to the psychological, ethical, and strategical aspects of coaching interscholastic sports. Special emphasis on the coaching theories and strategies of football, volleyball, and basketball. Two hours of lecture per week plus five additional hours of lab work (assisting, observing, practice, game settings) during the semester. (Applies toward coaching authorization)

**PED 271 Coaching Anatomy (1 cr.)**

The structure and function of the human body with special emphasis given to the muscular, skeletal, and nervous systems. Sophomore status preferred. (BIO 105 or 120 helpful but not required) (Applies toward coaching authorization)

**PED 272 Treatment of Athletic Injuries (2 cr.)**

Practical training in the care and prevention of athletic injuries. Laboratory component includes various taping techniques (ankle, Achilles, longitudinal arch, shin splits, knee, hamstring, quadriceps, shoulder,

wrist, thumbs), elastic bandaging, ice, and ice massage. (Course Fee \$65) (Applies toward coaching authorization)

**PED 301 Curriculum and Administration of P.E. in K-12 Schools (3 cr.)**

Students will learn techniques and procedures for K-12 Physical Education program management to include standards-referenced K-12 curriculum development and implementation, policies, programs, budgeting, supervision, and problems unique to physical education and athletics. (Prerequisites: PED 210, 230)

**PED/SPED 310 Adaptive Physical Education (2 cr.)**

This course is a study of theories, principles, and methods for working with children with special needs in the physical education curriculum. The focus will be on background information on types of disabilities and activities that will address the individual needs of each student. A 10-hour clinical experience is required. (Prerequisites: EDU 144; PED 271 or BIO 155; SPED 220)

**PED 343 Methods of Teaching Physical Education in Elementary Schools (3 cr.)**

Students learn methods and materials unique to K-8 Physical Education teaching. Planning for teaching and learning experiences based on elementary student learning needs is the focus with individual and team performance in various activities required. Students will develop organizational skills and time management skills. Must be accepted into Teacher Education Program. Concurrent enrollment in PED 344 required. (Prerequisite: EDU 440)

**PED 344 Clinical Experience in Teaching Physical Education in Elementary Schools (1 cr.)**

Students gain instructional experience in an elementary classroom setting. Twenty hours of clinical experience in an elementary classroom is required. Must be accepted into Teacher Education Program. Concurrent enrollment in PED 343 required.

**PED 345 Methods of Teaching Physical Education and Health in Secondary Schools (3 cr.)**

Students learn methods and materials unique to 5-12 Physical Education and health teaching. Planning for teaching and learning experiences based on secondary student learning needs is the focus with individual and team performance in various activities required. Students will develop organizational skills and time management skills. Must be accepted into Teacher Education Program. Concurrent enrollment in PED 346 required. (Prerequisite: EDU 440)

**PED 346 Clinical Experience in Teaching Physical Education and Health in Secondary Schools (1 cr.)**

Students gain instructional experience in a secondary classroom setting. Twenty hours of clinical experience in a secondary classroom is required. Must be accepted into Teacher Education Program. Concurrent enrollment in PED 345 required.

## PHILOSOPHY

**PHL 111 Critical Inquiry (3 cr.)**

An interdisciplinary course, required for all freshmen, that begins instruction in critical inquiry in all disciplines. Through reading and writing assignments and class discussion, students are introduced to

college-level critical thinking. Topics in the course are diverse and are approached from the perspectives of several disciplines. Students encounter open-ended questions that require them to use and to develop their critical faculties.

#### **PHL 271 Philosophical Ethics (3 cr.)**

A study of the main philosophical or classical theories of morality. The course focuses on selected thinkers in the Western tradition and seeks to gain understanding of their ideas by means of primary and secondary sources.

#### **PHL 272 Introduction to Philosophy (3 cr.)**

A study of the issues and thinkers shaping philosophy, with the main attention devoted to the Western tradition. The course includes a survey of the main schools or types of philosophy.

#### **PHL 300 The Study of Human Nature (3 cr.)**

A critical study of the principal issues, topics, conditions, and representative thinkers that have informed the philosophical discussion concerning the nature of the human person.

## **PHYSICS**

#### **PHY 151 Physical Science (4 cr.)**

Introductory course in physical science for non-science majors. Course content includes: discussion of basic concepts in physics, chemistry, astronomy, and meteorology. Recommended for those students wishing to fulfill a four-hour laboratory science requirement for BA degree. Three lectures and two hours of laboratory work each week. (Prerequisite: High school algebra or MTH 100) (Course Fee \$65) (Fall and Spring)

#### **PHY 221 General Physics I (4 cr.)**

Course content includes: vectors, motion, forces, momentum, heat, and energy. Three lectures and two hours of laboratory each week. (Prerequisite: Concurrently enrolled in mathematics course or two years of high school math) (Course Fee \$65) (Fall)

#### **PHY 222 General Physics II (4 cr.)**

Course content includes: sound, light, optics, electricity, magnetism, and topics in modern physics. Three lectures and two hours of laboratory each week. (Prerequisite: PHY 221) (Course Fee \$65) (Spring)

#### **PHY 231 Classical Physics (5 cr.)**

Course content includes: vectors, motion, forces, momentum, heat, and energy. Calculus techniques will be used. Five lectures and two hours of laboratory each week. Some of the lectures may be used for recitations. (Prerequisites: MTH 203 and 204) (Course Fee \$65) (Fall)

#### **PHY 232 Classical Physics (5 cr.)**

Course content includes: sound, light, optics, electricity, magnetism, and topics in modern physics. Calculus techniques will be used. Five lectures and two hours of laboratory each week. Some of the lectures may be used for recitations. (Prerequisites: PHY 231, MTH 203 and 204) (Course Fee \$65) (Spring)

## **POLITICAL SCIENCE**

#### **POL 112 American Government (3 cr.)**

Covers the nature of the American federal system as it is structured

under the American Constitution including the national, state, and local governments. It also studies the political processes through which our governmental system functions. Spring of even numbered years.

#### **POL/COM 204 Introduction to Public Relations (3 cr.)**

A general overview of public relations as a four-step process. Process application as it relates to case studies in media relations, internal communications, community relations, public affairs, and crisis communications. (Fall)

#### **POL 210 Political Parties and Elections (3 cr.)**

A foundational study of the major political parties of the United States and the electoral process at the local, state, and national levels. Coverage includes caucuses, primaries, conventions, platform building, lobbying, and campaigning, along with an investigation of the positions of current parties. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

#### **POL/SPE 300 Argumentation and Debate (3 cr.)**

This course is designed to improve critical thinking and argumentation skills. The student will learn to construct, apply, and rebut arguments through the discipline of academic debate. The student will develop the ability to apply these skills in a variety of communication situations (business, legal, personal.) The course also prepares the student to direct and manage or judge a high school debate team.

#### **POL/GEO 320 Modern Global Issues (3 cr.)**

A broad study of the current global issues of political, economic, cultural, and environmental significance that face the United States and the world. Special attention will be given to understanding the geographic significance of those issues. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

#### **POL 330 Comparative Government (3 cr.)**

A comparative study of foreign governmental systems in parallel or contrast to the American form of government with regard to their political and legal institutions and philosophies. (Directed study will be offered through the department) (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

#### **POL/HIS 467 U.S. Foreign Policy (3 cr.)**

This course traces the evolution of the U.S. foreign policy and its required government institutions from the Revolution to its present role as a world leader. Politics and diplomacy are combined with a focus on the social and economic issues that inevitably become intertwined. Offered every other Fall Semester in odd years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

#### **POL 410 American Law (3 cr.)**

An advanced introduction to the American legal system with an in-depth exploration of the U.S. Constitution and the institutions and processes of the local, state, and federal courts. Emphases will be placed on major historical cases as well as major issues and cases facing the courts today. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission) (Spring)

#### **POL/HIS 418 Modern American Presidency (3 cr.)**

A study of the chief executive of the United States from McKinley to the present, with special emphasis on the evolution of the office due to the social factors and individuals who shaped it. Course will examine the

impact of presidents on government structures through their domestic and foreign policies. Offered during the Fall Semester of presidential election years. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission)

#### **POL/COM 422 Public Relation Skills (3 cr.)**

Instruction in the basic skills needed for public relations programming including strategic and organizational planning, special events planning, and persuasive writing. Includes sample analysis, writing project, and actual events planning. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission) (Spring)

#### **POL/HIS 462 FDR: Depression and War (3 cr.)**

A survey of the major events in American history during the era of Franklin D. Roosevelt. Emphasis will be on the Great Depression, the New Deal, and WWII. Course will include an examination of the political, social, military, and economic changes that make this era a turning point in American history. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission) (Directed study will be offered through the department)

#### **POL 475 Special Topics (3 cr.)**

Topics will vary and are determined by the instructor. All political science special topic will include a component that examines American political structures, theory, or policies. (Prerequisite: ENG 101/102 or 106/107 or 120/121 or permission) (Offered occasionally as determined by the department)

#### **POL 495 Internship (6 cr.)**

Internships are designed to give students practical experience by placing them in a professional setting related to their major and professional interests such as, but not exclusive to, a museum, archive, historical site, government office, legal office or business. A written request for an internship including a description of the setting and type of work to be done by the intern must be approved by a majority of the Department's full-time faculty prior to registering for POL 495. Internships will be supervised by an on-site facilitator as well as the student's major advisor. A minimum of 25 clock hours of supervised work is required for each hour of credit. At the end of the internship, the student shall submit a written report on their experience to their advisor for approval and the department for review. Offered every Semester. (Prerequisites: completion of HIS 210 Methods of History and at least 21 credits in the History/Political Science Major)

#### **POL 495 Senior Thesis Research (3 cr.)**

Political Science seniors who do not complete an internship or student teaching are required to submit a senior thesis which is supervised through the Political Science Department faculty. The thesis will involve extensive primary and secondary research on an approved topic, which will result in a written work that is appropriate for presentation or publication. The thesis will be researched and written over a span of the senior year, with the student conducting guided research during the fall semester of the senior year. The project's progress must be approved by the full department. (Prerequisites: Senior status and completion of HIS 210)

#### **POL 495 Senior Thesis Writing (3 cr.)**

Political Science seniors who do not complete an internship or student teaching are required to submit a senior thesis which is supervised through the Political Science Department faculty. The thesis will involve extensive primary and secondary research on an approved topic, which will result in a written work that is appropriate for presentation or publication. The thesis will be researched and written over a span of the senior year, with the student

producing a finished research paper during the spring semester of the senior year. The final paper must be completed and approved by the full department. (Prerequisites: Senior status and completion of HIS 210)

#### **POL 1010 American Government (3 cr.)** *Online Course*

In-depth study of American government and politics focusing on a balanced, unbiased, and up-to-date introduction to constitutional, governmental, political, social, and economic structures and processes.

#### **POL 2000 Introduction to Political Science (3 cr.)** *Online Course*

Introduces the major concepts and themes of political science by examining the fundamental principles, concepts, and methods of the discipline, and the basic political processes and institutions of organized political systems. Software Required: Microsoft PowerPoint, or other presentation software.

#### **POL 2010 American State and Local Politics (3 cr.)** *Online Course*

Introduction to state and local governments in the United States. Acquaints students with the structures and functions of state and local level governments and how political decisions are made at these levels.

## **PSYCHOLOGY**

#### **PSY 100 Orientation to Psychology (.5 cr.)**

This course is an introduction to the psychology major. During this course, students will become familiar with the major requirements as well as degree/career options available to psychology majors.

#### **PSY 111 General Psychology (3 cr.)**

This course is an introductory survey of the principles, theories, and methods of psychology as a basis for the understanding of human behavior and mental processes. Through lecture, video, and various in-class and writing assignments, students will be exposed to a variety of topics in the broad field of psychology, including history, research methods, biological foundations of behavior, sensation and perception, states of consciousness, learning, memory, cognition, development, personality, abnormal behavior, and social psychology.

#### **PSY/EDU 144 Human Growth and Development (3 cr.)**

The study of physical, social, emotional, and intellectual development from conception to the end of life. The concepts, theories, and determinants in the various periods of development are studied. Emphasis is given to understanding behavior and thinking during childhood and adolescence. Emphasis is given to guiding during childhood and adolescence. Observations of human developmental behavior are required.

#### **PSY 222 Social Psychology (3 cr.)**

This course examines how an individual's mental life and behavior are shaped by interactions with other people. Specific topics include aggression, attitudes, social influence, stereotypes, and group processes. (Prerequisite: PSY 111)

#### **PSY 224 Sports Psychology (3 cr.)**

As an introduction to the topic of Sports Psychology, this course will explore a number of topics related to the roles and goals of sports psychologists, athletes, coaches & trainers. A number of psychological perspectives, such as social psychology, cognitive psychology, and biological psychology, will be applied to the area of sports performance

and exercise science. Topics will include the influence of arousal on performance, motivation and goal setting, stress, anxiety, and coping, aggression in sports, and team cohesion. (Prerequisite: PSY 111)

#### **PSY 232 Close Relationships (3 cr.)**

This course will explore a wide array of relationship topics, including attraction, mate selection, theories of love, communication, conflict, jealousy, and infidelity. Throughout the course, research methods, gender roles, and the place of relationships as a science will be emphasized. Classes will be comprised of lecture, small and large group discussion, activities and demonstrations, videos, and guest lectures.

#### **PSY 230 Biological Psychology (3 cr.)**

Explores the biological foundation of behavior, including divisions of the nervous system, structures and functions of the brain, the endocrine system, and genetic influences. (Prerequisites: PSY 111)

#### **PSY 232 Close Relationships (3 cr.)**

This course will explore a wide array of relationship topics, including attraction, mate selection, theories of love, communication, conflict, jealousy, and infidelity. Throughout the course, research methods, gender roles, and the place of relationships as a science will be emphasized.

#### **PSY 265 Health Psychology (3 cr.)**

This course will provide students with an overview of the fields of health psychology, which involves how attitudes and behaviors interact with physical health. Topics involve exploring research and theory about how human beliefs and behaviors influence and are influenced by physical health, including understanding stress, pain, and coping with illness.

#### **PSY/CRJ 300 Mental Illness and Crime (3 cr.)**

This course will assist students to learn the dynamics behind the correlation of crime and mental illness. With the growing population of those with mental illness, within the system, this course is relevant to policing, corrections and courts personnel, as well as all other aspects of the criminal justice system. Students will explore myths and realities; as well learn about specific disorders in which they will deal with in the field. Sociological issues of gender, class and race will be included wherever relevant. (Prerequisites: CRJ 120, PSY 111)

#### **PSY/CRJ 305 Victimology (3 cr.)**

This course will examine trends and patterns of victimization throughout history. This course will explore rights related to victims, fair treatment, empowerment and compensation. Focus will be given to society's response to victims and their problems, as well as victimization by the justice system. (Prerequisites: CRJ 120, PSY 111)

#### **PSY 310 Principles of Learning (3 cr.)**

This course provides an overview of different perspectives of learning and memory. Specifically, the neuronal basis of learning, classical and operant conditioning, social-cognitive, cognitive, and developmental view of learning as well as long-term memory will be emphasized. (Prerequisite: PSY 111)

#### **PSY 311 Cognitive Psychology (3 cr.)**

An upper-level survey course on models and theories of human cognitive processes. This includes learning, memory, perception, representation of knowledge, problem-solving, language, and decision-making. (Prerequisite: PSY 111)

#### **PSY 320 Theories of Personality (3 cr.)**

An exploration of the psyche, including personality, motivation, and concept of self. Traces the history of the major theories of personality from psychoanalysis, to social learning and humanism. Also looks at how psychologists use assessment to help understand human behavior. (Prerequisite: PSY 111)

#### **PSY 322 Abnormal Psychology (3 cr.)**

Course content includes history and causes of abnormal behavior; characteristics and classification of major abnormalities; and intervention strategies. (Prerequisite: PSY 111)

#### **PSY 331 Sensation/Perception (3 cr.)**

#### **PSY 350 Psychology of Women (3 cr.)**

This course explores the biological, psychological, and social understandings of the lives of women from infancy to old age. The course will include an exploration into the similarities and differences between men and women from these three perspectives, discuss the variety of roles women play (i.e. mother, worker, and partner), as well as address issues related challenges to women's well-being, such as oppression, mental and physical health, and violence. (Prerequisite: PSY 111)

#### **PSY 360 Introductory Statistics and Research Methods (3 cr.)**

An examination of statistical and research methodology used by social scientists. Topics covered include research design, hypothesis formulations and testing, and correlational and experimental research designs. Students will also learn to apply statistical techniques such as correlations, regressions, t-tests, and analysis of variance. (Prerequisites: MTH 201)

#### **PSY 361 Advanced Research Methods (4 cr.)**

PSY 361 builds on much of what students learned in PSY 360. In this class the research process will be considered from start to finish. Students will get research experience by completing a research project over the course of the semester. Students will collaborate to design a study, collect and analyze the data, and write a research paper about their project. (Prerequisites: PSY 360)

#### **PSY 400 Special Topics in Psychology (3 cr.)**

This course will examine a specific topic in psychology. Historical and contemporary theories and research about the topic will be discussed in depth. The topics will vary and are determined by the instructor.

#### **PSY 401 Senior Capstone Seminar (2 cr.)**

This capstone course will allow students the opportunity to examine current psychology issues by building on the content they have learned as psychology majors. The course will assist students in culminating their educational experience by completing an independent research proposal while also exploring original sources of the content they have learned in previous classes. (Prerequisite: Senior psychology major or permission of instructor)

#### **PSY 422 Counseling Theories and Techniques (3 cr.)**

This class is intended to prepare students who seek to enter a counseling-related career. The main theoretical perspectives of counseling will be addressed. In addition, an emphasis will be placed on maintaining confidentiality, avoiding dual relationships, and navigating power issues. A variety of instructional approaches, including student role plays, will be used to achieve the course goals. (Prerequisite: PSY 322)

#### **PSY 495 Psychology Internship**

On-the-job learning in an applied setting such as a mental health center, psychiatric unit, residential treatment center, human resources office, or laboratory setting. Supervised by on-site facilitator as well as faculty member. A minimum of 25 clock hours of supervised work is required for each hour of credit.

#### **PSY 496 Research Practicum**

Students will work with a psychology faculty member to gain experience conducting research in a laboratory environment. Responsibilities will vary depending on the project, but may include designing and conducting experiments, creating stimuli, coding and analyzing data, literature searches, and written reports of experimental findings. A minimum of 25 clock hours of supervised work is required for each hour of credit.

#### **PSY 1010 General Psychology (3 cr.)**

*Online Course*  
This course is an introductory survey of the principles, theories, and methods of psychology as a basis for the understanding of human behavior and mental processes. Students will be exposed to a variety of topics in the broad field of psychology, including history, research methods, biological foundations of behavior, sensation and perception, states of consciousness, learning, memory, cognition, development, personality, abnormal behavior, and social psychology.

#### **PSY 3019 History and Systems of Psychology (3 cr.)**

*Online Course*  
The purpose of the courses is to provide the historical context that has shaped the modern theoretical perspectives in psychology. Specifically the course will discuss the philosophical and physiological context that proceeded psychology, the founding of psychology in Germany, the origins of evolutionary psychology, the spread of psychology to America, the development of psychology through different theoretical perspectives including structuralism, functionalism, Gestalt psychology, behaviorism, and the cognitive revolution, and the applications of psychology to clinical and business contexts. The historical context should help students to identify the origins of the current sub-disciplines within psychology and draw connections between research and theoretical perspectives that they discuss in other psychology courses. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3140 Social Psychology (3 cr.)**

*Online Course*  
Social psychology is the study of how our thoughts, feelings and behaviors are influenced by our social environment. The goal of this course is to familiarize students with theory and research in social psychology and to apply this knowledge toward understanding yourself and other people as social beings. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3150 Developmental Psychology (3 cr.)**

*Online Course*  
This course discusses major psychological theories of physical, cognitive, social, and emotional development that occur throughout the life span. Human development at the pre-natal, infancy, adolescence, adulthood, and old age stages of life will be covered. Classic and current psychological studies in the area will be discussed. (Prerequisites: PSY 1010 or equivalent and BIO 1030 or equivalent)

#### **PSY 3205 Psychology of Gender (3 cr.)**

*Online Course*  
This course will examine psychological theories and research related to gender. The focus of this class will be on empirical investigations that examine gender differences and similarities in behaviors, experiences, and expectations. Topics will include gender development, gender roles,

and the role of gender in cognitive abilities, physical and mental health, social behavior, power, work, and relationships. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3210 Close Relationships (3 cr.)**

*Online Course*  
This course will explore a wide array of relationship topics including attraction, mate selection, theories of love, communication, conflict, jealousy, and infidelity. Throughout the course, research methods, gender roles, and the place of relationships as a science will be emphasized.

#### **PSY 3220 Health Psychology (3 cr.)**

*Online Course*  
This course will examine psychological theories and research related to health and wellness. The focus of this class will be on psychological factors associated with health-related and health-compromising behaviors. Furthermore, this course will cover the psychological aspects of health issues such as pain, chronic illness, terminal illness, cardiovascular disease, and immune system diseases. (Prerequisites: PSY 1010 or equivalent and BIO 1030 or equivalent)

#### **PSY 3350 Theories of Personality (3 cr.)**

*Online Course*  
Personality psychology is the study of stable individual differences between people and how these differences account for patterns of thought, emotion and behavior. The goal of this course is to familiarize students with theories and research in personality psychology. Several major approaches to the study of personality will be covered. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3380 Psychology of Adjustment (3 cr.)**

*Online Course*  
This course examines human adjustments to life changes to the changing requirements of the environment. Some of the topics covered in this class include self-understanding, self-help, stress coping techniques, impression formation, and interpersonal communication. Classic and contemporary theories and research will be discussed. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3450 Abnormal Psychology (3 cr.)**

*Online Course*  
This course is an overview of the theories, concepts, and research related to abnormal behaviors. The specific topics covered in this class include: history of abnormal psychology, symptoms of abnormal behaviors, causes of abnormal behaviors; characteristics and classification of major abnormalities; and intervention strategies. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3460 Cognitive Psychology (3 cr.)**

*Online Course*  
Study of human intellectual functioning and development from infancy to adulthood. Provides a comprehensive study of our cognitive processes. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3480 Principles of Learning (3 cr.)**

*Online Course*  
Introduction to the branch of psychology that addresses how people and animals learn, and how their behaviors are changed as a result of this learning. (Prerequisite: PSY 1010 or equivalent)

#### **PSY 3490 Industrial Organizational Psychology (3 cr.)**

*Online Course*  
Provides an analytical understanding of industrial/organization (I/O) psychology, one of the major applied areas of psychology. It is a diverse field that addresses the human side of organizations. (Prerequisite: PSY 1010 or equivalent)

**PSY 3500 Judgment and Decision Making (3 cr.)** *Online Course*  
 This class covers the psychological theories of judgment and decision making. Basic models and strategies of effective decision making and how they can be applied to a variety of fields will be discussed. (Prerequisite: PSY 1010 or equivalent)

**PSY 4021 Physiological Psychology (3 cr.)** *Online Course*  
 Examines the physiological correlates of behavior. Explores current problems, theories, and techniques in physiological psychology with emphasis on central nervous system mechanisms. (Prerequisites: PSY 1010 or equivalent and BIO 1030 or equivalent)

**PSY 4030 Sensation and Perception (3 cr.)** *Online Course*  
 The study of sensation and perception is the study of how we know that there are other objects around us (sensation) and how we identify these objects and react to them (perception). In other words, it is the study of how our brain knows what is going on in our immediate environment. (Prerequisites: PSY 1010 or equivalent and BIO 1030 or equivalent)

**PSY 4501 Research Methods (3 cr.)** *Online Course*  
 The primary emphasis is on behavioral research, but the approach can be applied in other fields as the broad basis of scientific thinking. (Prerequisites: PSY 1010 or equivalent and MTH 2023 or equivalent Introduction to research methods in psychology.)

**PSY 4510 Attitudes and Persuasion (3 cr.)** *Online Course*  
 Examines the social psychological theories of attitudes and attitude change. The class is divided into two parts. The first part covers attitudes-their measurement, origins, content, structure and function. The second part covers theories of persuasion and persuasion techniques. (Prerequisite: PSY 1010 or equivalent)

**PSY 4515 Psychology of Prejudice and Discrimination (3 cr.)** *Online Course*  
 This course covers selected theories and concepts in the area of prejudice and discrimination. The topics covered will include: history of prejudice and discrimination, categorization and stereotyping, old-fashioned and modern forms of prejudice, predictors and correlates of prejudice, development of prejudice, and techniques to reduce prejudice. Classic studies on these topics will be discussed. (Prerequisite: PSY 1010 or equivalent)

**PSY 4560 Psychological Assessment (3 cr.)** *Online Course*  
 Overview of the field of psychological testing and the fundamental principles and procedures applicable to all types of psychological tests. Explores various types of psychological testing. (Prerequisite: PSY 1010 or equivalent)

## RELIGION

**REL 103 Introduction to Biblical Literature, (OT & NT) (3 cr.)**  
 An introductory study of the origins, history, and faith of the people of God as reflected in the experience of Israel (OT), and the Church (NT). A very scholarly/academic approach is taken in examining what is in the Christian scriptures and how they came to be. Students are introduced to the tools presently employed in the worldwide ecumenical conversation about the scriptures (Fall and Spring).

**REL 205 Contemporary Ethical Issues (3 cr.)**  
 A study of the contemporary ethical issues beginning with the human predicament and an examination of classic methods of moral reasoning.

Christian contributions to the moral conversation are examined and applied to real life moral issues as well. The purpose of the class is for students to examine and become more intentional in their own moral reasoning. (Prerequisites: REL 103 and PHL 111)

### REL 206 World Religions (3 cr.)

A study of the principal world religions, including but not only limited to Christianity, Judaism, Buddhism, Hinduism, and Islam, the cultural contexts out of which these religious traditions flow, as well as contemporary expressions of these religious traditions (Fall and Spring). (Prerequisites: REL 103 and PHL 111)

### REL/MUS 330 Music and Worship and the Lutheran Tradition (3 cr.)

This course will examine the historic use of liturgy and music in Christian worship. Included will be a study of the evolving nature of worship, the Lutheran tradition and the emergence of "contemporary worship."

### REL/HIS 336 Introduction to the Muslim World (3 cr.)

An introduction to the foundations of Islam: Muhammad, the Qur'an, and the sources of Islamic faith. The course includes an overview of the spread of Islam from its early beginnings to the present. The course also examines Muslim beliefs and practices and the diversity of ways of being Muslim in the world today. Student research explores various forms of life and piety in selected locations of Asia, Africa, the Middle East, Europe, and North America. Attention is paid to the area of Christian-Muslim relations with the goal of fostering better understanding between the two communities. (Prerequisites: REL 103 and PHL 111)

### REL/EDU 400 Ethics and Religious Diversity in Public and Private Education (3 cr.)

This course provides students with insight into the web of factors that influence development and learning. Students learn how to build a richer classroom environment that celebrates diversity of family, culture, economic status, and religious heritage. Students also develop and articulate a personal credo.

### REL 435 Religion and Career Values (3-4 cr.)

An applied liberal arts course designed as a capstone experience which stimulates students to integrate the practical and applied knowledge within their respective fields and specialties into a meaningful and useful liberal arts context. (Prerequisite: REL 103 and PHL 111)

### REL 450 Religion and the Arts (3 cr.)

An interdisciplinary seminar in Religion and the Arts, particularly as they function prophetically to their contexts. Students will use interdisciplinary research methodologies to gain new perspectives on theology and one artistic medium. Among the 20th century artistic works to be studied are Karel Husa's Music for Prague 1968, George Rouault's portrayals of the crucifixion, wood-cuts by South African artist, John Muafangeho, and the Church of Notre Dame de Tout Grace, at Plateau d'Assy in France. (Prerequisites: REL 103 and PHL 111)

**REL 2350 Philosophies of World Religions (3 cr.)** *Online Course*  
 Philosophies of World Religions provides an introduction to the histories, basic philosophies and characteristic practices of the world's major religions. Students will learn the importance of viewing religion from various scholarly perspectives. This course is taught from the philosophical perspective which requires that faith correspond to one's ability to use the human gift of reason. (Prerequisites: REL 103 and PHL 111)

### REL 4035 Life, Meaning, and Vocation (3 cr.)

An applied liberal arts course designed as a capstone which stimulates students to integrate the knowledge and skills of their respective disciplines with their deepest convictions and the living of their whole lives. (Prerequisite: HUM 1020 or equivalent) (Prerequisites: REL 103 and PHL 111)

## SPORT MANAGEMENT

### SMT 270 Sociology of Sport (3 cr.)

This course examines how sociology can be used to study sport in society, and is organized to facilitate the use of published literature. The course pays special attention to sports and sport-related behaviors as they occur in social and cultural contexts, and uses concepts, theories, and research as tools that enable students to examine sports as a part of culture. Students will gain an appreciation of sport as both a cultural and economic tool, and explain how sport has been used to bridge countries separated by political strife. The course also investigates the historical relationship of sport to society. (Fall)

### SMT 280 Sport Public Relations and Promotions (3 cr.)

The goal for this course is to examine and discuss the theoretical and practical implications of marketing in the sports industry. A framework will be presented to help explain and organize the strategic marketing process. The course will offer a growing appreciation on the globalization of sports and an understanding of the ethical issues emerging in sports and their impact on sport marketing decisions. A comprehensive coverage of the functions of sports marketing is presented (Spring).

### SMT 390 Sport Fund Raising (3 cr.)

The goal for this course is to examine and discuss the theory and practice of fund-raising in sports related fields. The focus of this course is to provide specific, helpful ideas and plans for conducting fund-raising activities in sports business. A combination of fund-raising theory and practical information are offered to help the student organize and develop fund-raising plans. This course will examine many ways to conduct any specific fund-raising project. Becoming knowledgeable about specific and practical fund-raising plans is crucial for the successful development of students interested in sports related business (Spring).

### SMT 400 Sport Facilities (3 cr.)

This course provides a basic understanding of the planning and design process, as well as the features of many different areas and types of recreation and sport facilities. Topics include facilities design and development, common facility components, and playing fields and courts. Specific course topics include: history of the CFE and facility design standards; site selection and development phases; facilities planning for safety and risk management; and development of ancillary areas (Fall).

### SMT 410 Sport Administration (3 cr.)

This course will examine the concepts relating to efficient management and leadership of the sport industry. Emphasis will be placed on principles and techniques of management relating to programs, facilities, special events, and personnel. Special course topics include: key personnel issues in sport management situations; ethics, law, and governance as they apply to sport management; and the role of the marketing process in sport administration (Spring).

### SMT 420 Sport Financing (3 cr.)

This course will examine the concepts relating to efficient financial management in the sport industry. Emphasis will be placed on principles and techniques of management relating to economics, inventory, accounting and budgeting, and the importance of each for managers of sport (Fall).

### SMT 430 Sport Legal Liability and Risk Management (3 cr.)

This course examines the legal implications of tort, liability law, and risk management in sport fields. The focus of this course is to provide specific law terminology, issues, cases, and decisions that have been addressed by the American legal system. It provides an overview of the legal system, an introduction to conducting legal research, and an explanation of the role of arbitration as an alternative to litigation. In addition, it examines the role and important standards of practical risk management programs in sport fields. Becoming knowledgeable about specific and practical law and risk management is crucial for the successful development of students who want to be a manager in the fields of recreation and sport (Fall).

### SMT 433 Senior Seminar in Sport Management (3 cr.)

An intensive study of selected topics in the field of Sport Management. Students will integrate knowledge and skills derived from previous coursework into a detailed analysis of professional trends and issues in sport management. The seminar will also include a case studies approach to strategic planning, risk management, safety issues, facilities, player eligibility, sport agent representation, and contract issues in the sport industry that are important to succeed in a career in sport management. (Senior Status) (Spring)

### SMT 495 Internship (8 cr.)

Practical sport-related, administrative experience under the supervision of a sport management professional. This course may be performed in a domestic or international environment. The internship may be performed at the student's choice of a intercollegiate, professional, community recreation, or interscholastic sport setting.

### SMT 2701 Sociology of Sport (3 cr.)

*Online Course*  
 This course examines how sociology can be used to study sport in society, and is organized to facilitate the use of published literature. The course pays special attention to sports and sport-related behaviors as they occur in social and cultural contexts, and uses concepts, theories, and research as tools that enable students to examine sports as a part of culture. Students will gain an appreciation of sport as both a cultural and economic tool, and explain how sport has been used to bridge countries separated by political strife. The course also investigates the historical relationship of sport to society.

### SMT 2801 Sport Public Relations and Promotions (3 cr.)

*Online Course*  
 The goal for this course is to examine and discuss the theoretical and practical implications of marketing in the sports industry. A framework will be presented to help explain and organize the strategic marketing process. The course will offer a growing appreciation on the globalization of sports and an understanding of the ethical issues emerging in sports and their impact on sport marketing decisions. A comprehensive coverage of the functions of sports marketing is presented.

### SMT 3901 Sport Fund Raising (3 cr.)

*Online Course*  
 Discusses the theory and practice of fund-raising in sports related fields and provides specific, helpful ideas and plans for conducting

fund-raising activities in sports business. Combines fund-raising theory and practical advice for learners to organize and develop fund-raising plans.

#### **SMT 4001 Sport Facilities (3 cr.)** *Online Course*

This course provides a basic understanding of the planning and design process, as well as the features of many different areas and types of recreation and sport facilities. Topics include facilities design and development, common facility components, and playing fields and courts. Specific course topics include: history of the CFE and facility design standards; site selection and development phases; facilities planning for safety and risk management; and development of ancillary areas.

#### **SMT 4101 Sport Administration (3 cr.)** *Online Course*

This course will examine the concepts relating to efficient management and leadership of the sport industry. Emphasis will be placed on principles and techniques of management relating to programs, facilities, special events, and personnel. Special topics include: key personnel issues in sport management situations; ethics, law, and governance as they apply to sport management; the role of the marketing process in sport administration; and the economics, accounting and budgeting, and the importance of each for managers of sport.

#### **SMT 4201 Sport Financing (3 cr.)** *Online Course*

This course will examine the concepts relating to efficient financial management in the sport industry. Emphasis is placed on principles and techniques of management relating to economics, inventory, accounting and budgeting, and the importance of each for managers of sport.

**SMT 4301 Sport Legal Liability & Risk Management (3 cr.)** *Online Course*  
Study of the legal implications of tort, liability law, and risk management in sports related fields. Provides specific law terminology, issues, cases, and decisions that have been addressed by the American legal system. Presents an overview of the legal system, an introduction to conducting legal research, an explanation of the role of arbitration as an alternative to litigation, and an examination of the role of practical risk management programs in sport fields.

## **SOCIOLOGY**

#### **SOC 221 Introduction to Sociology (3 cr.)**

A study of the basic concepts and methods of sociology, of social laws and forces, and of the fundamental social institutions.

#### **SOC 222 Social Problems (3 cr.)**

An analytical study of selected social issues with emphasis on deviation from normative standards resulting in social disorganization. Issues to be covered include crime and delinquency, poverty, racism, sexism, prejudice, mental illness, and other social maladjustments. (Prerequisite: SOC 221)

#### **SOC 1010 Introduction to Sociology (3 cr.)** *Online Course*

In-depth study of the basic concepts of sociology. Specific attention is given to culture characteristics, societal changes, inequalities in social classes, and how they relate to different groups in society.

#### **SOC 2010 Survey of Global Societies and Cultural Geography (3 cr.)** *Online Course*

Surveys current issues and developing trends in social and cultural

structures and regions across the globe. Explores social phenomena in geographical settings and fostering understanding of the interdependence of places, regions, and cultures in a globalizing world.

## **SPEECH**

#### **SPE 111 Essentials of Public Speaking (3 cr.)**

Fundamentals of effective speaking, emphasizing techniques, and theories of organization and delivery and the practical application of these in various formal and informal speaking situations.

#### **SPE/POL 300 Argumentation and Debate (3 cr.)**

This course is designed to improve critical thinking and argumentation skills. The student will learn to construct, apply, and rebut arguments through the discipline of academic debate. The student will develop the ability to apply these skills in a variety of communication situations (business, legal, personal). The course also prepares the student to direct and manage or judge a high school debate team.

#### **SPC 1010 Speech Communications (3 cr.)** *Online Course*

Presents the basic principles of speech making and opportunities for students to develop their own skills. With the assistance of the course text, this course demonstrates the principles of public speaking in action. Course requires student have equipment needed to record and submit a speech.

## **SPECIAL EDUCATION**

#### **SPED 220 Exceptional Learners (3 cr.)**

An introduction to the education of disabled and gifted persons. The course seeks to develop proper understanding and attitudes toward exceptional persons while emphasizing the needs, curriculum, and special programs available for this population. Ten hours of introductory clinical experience is required. (Prerequisites: EDU 144 and ENG 121/106)

#### **SPED 300 Sign Language I (3 cr.)**

Students will learn sign language and its use in schools, business, and the community. This course is appropriate for any student or individual interested in learning sign language.

#### **SPED/PED 310 Adaptive Physical Education (2 cr.)**

This course is a study of theories, principles and methods for working with children with special needs in the physical education curriculum. The focus will be on background information on types of handicaps and activities that will address the individual needs of each student. A Ten hour participatory clinical experience is required. (Prerequisites: EDU 144; PED 271 or BIO/WEL 155; SPED 220)

#### **SPED 321 Special Education Clinical Experience (1 cr.)**

This course provides student involvement in direct observation and participation in placements for children with mild and moderate disabilities. Twenty hours of participatory clinical experience is required plus seminar meetings. (Prerequisite: SPED 220; suggested to take concurrently with SPED 461 or SPED 365)

#### **SPED 335 Inclusive Reading Pre-Student Teaching (2 cr.)**

Students will spend 50 hours in an elementary classroom. The participatory clinical experience will focus on diagnosis of reading problems

and preparation of remedial lessons, which address these problems. Students will be under the supervision of the elementary classroom teacher and the course instructor. (Prerequisites: EDU 144; 201; 202; 230; 240; 253; or 310; 330; SPED 220)

#### **SPED 365 Methods and Materials in Special Education (3 cr.)**

A study of and application of K-12 curriculum, methods, classroom organization, and management for children with mild to moderate disabilities. (Prerequisite: SPED 220; SPED 461 suggested)

#### **SPED 390 Diagnostic and Remedial Reading (4 cr.)**

This course discusses the qualities of a good reader, why some students have difficulty achieving this, and the purposes of reading assessment. The course focuses on formal and informal types of assessment and discusses methods of remediation. Students will practice assessing reading and constructing remedial lessons for K-12 students. Supplementary reading programs will also be covered. Take concurrently with SPED 335. (Prerequisites: EDU 330 and 440)

#### **SPED 392 Math Strategies (2 cr.)**

This class discusses the teaching and learning of mathematics by underachieving students. It explores various factors that contribute to students who struggle with mathematics, and apply relevant and meaningful strategies for systematic intervention and remediation for struggling learners. A required ten hour participatory clinical experience focuses on diagnosis and remediation of struggling learners in mathematics with an emphasis on strategies and skills in math instruction. (Prerequisites: EDU 240; MTH 101; SPED 220)

#### **SPED 408 K-8 Student Teaching—Students with Mild and Moderate Disabilities (4-8 cr.)**

Students will teach seven weeks in the public schools under the supervision of an experienced, qualified special education teacher serving students having mild and moderate disabilities. Students will demonstrate competencies required of a special education teacher for students with mild and moderate disabilities. Eighty hours of clinical experience are a prerequisite. (Prerequisite: Approval by Education Faculty) (Course Fee \$200)

#### **SPED 410 Special Education Clinical Experience II (3 cr.)**

This clinical experience is for students who have a teaching license and are only seeking a Special Education Endorsement. Students will spend 60 hours serving in the role of special education teacher. (Course Fee \$200)

#### **SPED 422 Grades 5-12 Student Teaching—Students With Mild and Moderate Disabilities (2-6 cr.)**

Students will teach seven weeks in the public schools under the supervision of an experienced, qualified special education teacher serving students having mild and moderate disabilities. Students will demonstrate competencies required of a special education teacher for students with mild and moderate disabilities. Must accompany a secondary endorsement or with an elementary special education endorsement, four credits is required. Eighty hours of clinical experience are a prerequisite. (Prerequisite: Approval by Education Faculty) (Course Fee \$200)

#### **SPED 441 Assessment in Special Education (2 cr.)**

This course focuses on the collection of academic and behavioral data for functional and meaningful assessment and subsequent prescriptive

teaching of K-12 special needs pupils. Students study achievement tests, standardized tests, informal assessments, and behavioral assessments. (Prerequisite: SPED 220)

#### **SPED 450 Child, Family, and Community Relations (3 cr.)**

Prepares the future educator to effectively meet the needs of students by collaborating with their families and community. Brings together theory, research, and best practices related to family-professional partnerships for both general and special education. (Prerequisite: SPED 220)

#### **SPED 455 Transitional Collaboration (2 cr.)**

This course explores sources of services, organizations, and networks for individuals with mild and moderate disabilities, including career, vocational, and transitional support to post school settings with maximum opportunities for decision making and full participation in the community. (Prerequisite: SPED 220)

#### **SPED 461 Behavior and Social Interaction in the Special Education Student (2 cr.)**

This course will study behavior management theories, methods, and techniques for K-12 students with mild and moderate disabilities. It will also focus on maintaining attention in the student with a disability and improving social interaction in a variety of settings. (Prerequisite: SPED 220)

## **SPANISH**

#### **SPN 101-102 Elementary Spanish (4 cr.)**

Fundamentals of the Spanish language, with emphasis on oral and written communication. Cultural aspects of Spanish-speaking countries included. (Prerequisite for SPN 102 is successful completion of SPN 101 or permission of the course instructor)

#### **SPN 201-202 Intermediate Spanish (3 cr.)**

Continuation of SPN 101-102 with practice in reading and writing. (Prerequisite for 201: SPN 101-102 or permission of the course instructor. Prerequisite for SPN 202 is successful completion of SPN 201 or permission of the course instructor.)

#### **SPN 203-204 Intermediate Spanish Conversation (3 cr.)**

A concentration in free oral expression on cultural and selected topics, vocabulary acquisition, selected literary works, and general Hispanic geography and history. Continued review work on grammar and syntax. (Prerequisite: SPN 201-202 or consent of the instructor)

#### **SPN 1010 Introduction to Spanish (3 cr.)** *Online Course*

Introduces the Spanish language with an emphasis on vocabulary and structure. Topics include the development of basic communication skills and the acquisition of basic knowledge of the cultures of Spanish speaking countries. Students use headsets to take advantage of the audio component of this course.

#### **SPN 1020 Elementary Spanish II (3 cr.)** *Online Course*

Introduces the Spanish language with an emphasis on vocabulary and structure. Topics include the development of basic communication skills and the acquisition of basic knowledge of the cultures of Spanish speaking countries. Students use headsets to take advantage of the audio component of this course. (Prerequisite: SPN 1010 or equivalent)

**THEATRE****THR 001/002/003 Practicum: Acting/ Design Technical/Administrative (.25 cr.)**

Participation in the cast, crew, and/or staff for a Department of Theatre production.

**THR 131 Introduction to the Theatre (3 cr.)**

Provides a perspective of theatrical form and function through history to the present. Aims to develop a critical ability based on background knowledge which will increase the understanding and appreciation of the theatre and related arts. Specific emphasis will be placed upon theatrical literary survey, dramatic analysis techniques, and developing oral interpretation skills.

**THR 132 Acting I (3 cr.)**

A study of acting theories and practices with emphasis given to the development of monologues, workshop experiences, exercises, and scenes.

**THR 140 Introduction to Stagecraft (3 cr.)**

Survey of theatre performance spaces, basic tools and set construction, basic scenic, lighting, sound and properties design and construction. Survey of the costume process from concept to realization; basic hand and sewing machine techniques; basic patterning and fitting methods and craft techniques.

**THR 146 Introduction to Theatrical Design (3 cr.)**

An analytical approach to the visualization of characters focusing on research and design application techniques and media. Basic design skills including drafting, sketching, rendering, and model building will be focused on—concentration will be on all aspects of theatrical design.

**THR 200 Creative Dramatics (3 cr.)**

A participatory study of creative dramatics—an improvisational, process-oriented form of theatre. Experiences include individual and group work, movement, and creative play-making. Theoretical and exploratory study includes the development of strategies for utilizing creative dramatics in various settings including language arts education. (3-year rotation; Required for Education Major-Theatre Concentration)

**THR 232 Acting II (3 cr.)**

Intermediate and disciplined work in the theories and techniques of stage acting. Emphasis is on script and character analysis; performance preparation; makeup techniques; and introductory approaches to various periods and styles. (Prerequisite: THR 132)

**THR 242 Stage Management (3 cr.)**

Planning and managing artistic events and performances; basic concepts of management theories; creating budgets; stage and production management. (Previously THR 241)

**THR 300 Directing I (3 cr.)**

An exploration of the directing process with a dual emphasis on theory and practice. Topics include text analysis of dramatic action, elements of staging, rehearsal strategies, collaborative relationships in production, and the theories and production histories of established directors. Activities will include preparation of scenes and projects for presentation. (Prerequisites: THR 132, or consent of instructor)

**THR 301 Directing II (3 cr.)**

An advanced and disciplined work on exploration of the directing process with a dual emphasis on theory and practice. Topics include text analysis of dramatic action, elements of staging, rehearsal strategies, collaborative relationships in production, and the theories and production histories of established directors. Activities will include preparation of scenes and projects for presentation. (Prerequisites: THR 132, 300 or consent of instructor)

**THR 315 Classical Theatre (3 cr.)**

An exploration of dramatic forms and styles, production practices, and theatre performance in its respective society. Periods include Ancient Greek and Roman, traditional Asian, and may extend into Medieval-Renaissance European. Work in the course will include script analysis, historical reading and research, and performance/audience experience through live and/or video productions. (Prerequisite: THR 131 or ENG 102/107)

**THR 320 Elizabethan & Restoration Theatre (3 cr.)**

An exploration of dramatic forms and styles, production practices, and theatre performance in Elizabethan, Jacobean, and Restoration England. Work in the course will include script analysis, historical reading and research, and performance/audience experience through live and/or video productions. (Prerequisite: THR 131 or ENG 102/107)

**THR/MUS 325 American Musical Theatre (3 cr.)**

A study of American Musical Theatre from its beginnings to the present with a concentration on several significant works.

**THR 330 Twentieth Century Theatre (3 cr.)**

An exploration of dramatic forms and styles, production practices, and theatre performance in this respective society. Emphasis will be on the rise of realism and post-modernism in Europe and America. Work in the course will include script analysis, historical reading and research, and performance/audience experience through live and/or video productions. (Prerequisite: THR 131 or ENG 102/107)

**THR 332 Acting III: Styles (3 cr.)**

Advanced and disciplined work in acting styles including Shakespeare. Emphasis on verse, text, and performance; audition technique; advanced character development and scene work; resume and portfolio. (Instructor approval required)

**THR 333 Musical Theatre Performance (3 cr.)**

An advanced and disciplined work in modern musical acting styles. Emphasis is placed on text, delivery, movement and performance; audition techniques and scene development.

**THR 340 Theatre Special Topics (3 cr.)**

This seminar course will cover an announced special topic. This course's offerings will be used to supplement and cover materials and subjects not specifically addressed within the theatre curriculum. In particular, this course's offerings will address emerging trends and developments in the ever changing world of theatre with attention paid to ethnic, gender-oriented, and political subject matter. Theatre majors are required to take two different offerings of this course. Students must be of sophomore standing or above.

**THR 341 Special Topics in Theatre Design (3 cr.)**

This seminar course will cover an announced special topic. This course's

offerings will be used to supplement and cover materials and subjects not specifically addressed within the theatre curriculum. In particular, this course's offerings will address specific techniques and areas of study within design such as stage makeup, scenic painting, costume patterning, mask making, etc. Theatre majors on the design track are required to take at least one offering of this course. (Prerequisite: Sophomore status or above)

**THR 360 Scenic & Properties Design I (3 cr.)**

Study of scenic design process with beginning problems in textual analysis, style, historical research, and preliminary and finished methods of design presentation. Concentration on developing fundamental design skills and awareness.

**THR 361 Lighting Design I (3 cr.)**

Study of the lighting design process with beginning problems in textual analysis, style, historical research, with preliminary and finished methods of design presentation. Concentration on developing fundamental design skills and awareness.

**THR 362 Costume Design 1 (3 cr.)**

Study of the costume design process with beginning problems in textual analysis, style, historical research, and preliminary and finished methods of design presentation. Concentration on developing fundamental design skills and awareness.

**THR/ENG 385 Playwriting (3 cr.)**

An introductory and exploratory study concerning the elements and process of playwriting. This course will place emphasis upon developing and understanding play structure, dramatic analysis, and the creative process. Activities in this course will focus upon creating and revising original play scripts.

**THR 400 Theatre Company (3 cr.)**

Students experience total immersion in the formation of a production company and the day-to-day workings of a functioning theatre company leading to, and including public performance. All aspects of production and management are explored and students fulfill a primary position in the company, as well as secondary positions and necessary functions. Students are required to keep a daily activity log, a response journal, participate in peer review, and public faculty evaluation. (Prerequisite: Junior status in theatre or by approval; can be repeated)

**THR 415 Theatre Travels (3 cr.)**

Immersion in a significant theatre center of the world; course involves in-depth study in culture, architecture, history, art, society, and performance; survey of museums, cultural sites; theatre performances and journaling. Course may be repeated once by theatre majors as an elective outside of the designated theatre requirements.

**THR 450 Theatre Capstone (3 cr.)**

Senior capstone/thesis taken in the 7th or 8th semester. Advanced approach and documentation of a project undertaken in an area of acting, directing, design, dramaturgy, or management relative to a production of the department. Expectations include extensive preliminary study, journal-writing, review and assessment. This course will also serve as the cumulation of the previous annual major evaluations and will include a final comprehensive examination over material covered in the major. Work on the capstone should result in a significant component of a student's portfolio and/or audition repertoire. Thesis project may

replace capstone requirements as determined by advisor. (Prerequisite: Senior status as determined by advisor)

**THR 460 Scenic Design II (3 cr.)**

Advanced techniques and further study in problems of scenic design. More in-depth projects, textual analysis, style, and historical research. Examination of unique problems presented by various theatre spaces and style of plays. Additional focus on the history of design and influential designers, as well as architectural designs and designers. Use of the computer in drafting and rendering.

**THR 461 Lighting Design II (3 cr.)**

Advanced techniques and further study in problems of lighting design. More in-depth projects, textual analysis, style, and historical research. Examination of unique problems presented by various theatre spaces and style of plays. Additional focus on the history of design and influential designers. Use of the computer in drafting and rendering.

**THR 462 Costume Design II (3 cr.)**

Advanced techniques and further study in problems of costume design. More in-depth projects, textual analysis, style, and historical research. Additional focus on the history of design and influential designers. Examination of unique problems presented by various theatre spaces and style of plays. Use of computer in rendering.

**THR 495 Theatre Internship (6-9 cr.)**

Theatre internships are designed to give students practical experience in their focus area by placing them in a professional setting. The internship credit may be divided into two 3-credit hour blocks, or can be completed as a single 6-9 credit block depending upon the scale, experience and complexity of the opportunity (to be determined by the Director of Theatre).

**THR/ENG 498 Shakespeare Thesis (3 cr.)**

Thesis projects synthesizing literary, historical, biographical, and theatrical elements of plays of Shakespeare and/or early modern dramatists. An advisor from the English or Theatre departments must be assigned as an advisor for this thesis project. Further guidelines for the thesis are available from the Theatre Department. Students will present research/project at Inquirere colloquium.

**THR 1010 Introduction to Theatre (3 cr.)** *Online Course*

Provides a perspective of theatrical form and function throughout history to present. Aims to develop a critical ability based on background knowledge which will increase the understanding and appreciation of the theatre and related arts. Specific emphasis will be placed upon theatrical literary survey, dramatic analysis techniques, and developing oral interpretation skills.

**WELLNESS****WEL 101 Concepts of Wellness (1 cr.)**

Introductory wellness course based on a seven-component model of wellness: physical, emotional, social, intellectual, environmental, occupational, and spiritual well-being. There is an emphasis on self-evaluation, self-improvement, and integration.

**WEL 155 Basic Human Anatomy and Physiology (4 cr.)** 3-3

The structure and function of the human body, including discussions

of dysfunction, current issues, and practical applications. Designed for Wellness and Physical Education majors. Credit will not be given for students majoring in Biology or Pre-professional health programs. (Prerequisite: BIO 105)

#### **WEL 202 Theory of Strength and Conditioning (2 cr.)**

This course will examine the advanced study of resistance training and anaerobic conditioning. Specifically, programs studied will have an emphasis on hypertrophy, strength and power. Topics may include bioenergetics, biomechanics, and adaptations to anaerobic training.

#### **WEL 205 Practicum I: Strength and Conditioning (1 cr.)**

This course is designed for students to observe strength and conditioning principles put into practice by a strength and conditioning specialist. Students will also participate in a discussion group related to applications and concepts in strength and conditioning. (20 practicum hours required) (Prerequisite: WEL 202)

#### **WEL 206 Practicum II: Strength and Conditioning (1 cr.)**

This course is designed for students to put principles of strength and conditioning into practice. The student will be expected to practice, demonstrate, refine and apply competencies gained in Practicum I. Discussions related to applications and concepts in strength and conditioning will be emphasized. (20 practicum hours required) (Prerequisite: WEL 205)

#### **WEL 207 Principles of Nutrition (3 cr.)**

Introductory course designed to familiarize students with biochemical processes of digestion, absorption, and metabolism, as well as the contributions of various nutrients to the health of individuals at various ages; appropriate for pre-health professionals.

#### **WEL 212 Stress Management (2 cr.)**

This course is designed to introduce students to the causes, effects, and potential solutions to stress and stress-related problems. In addition to class discussion, stress management activities will be incorporated into each class period including: deep breathing, progressive muscular relaxation, massage, visualization, guided imagery, meditation, yoga, NIA, Tai Chi, self-hypnosis, autogenics, and pet therapy.

#### **WEL/PED 221 Personal and Community Health (3 cr.)**

A course which presents principles and practices of personal health and seeks to develop attitudes and habits necessary for healthful living.

#### **WEL/PED 230 History and Principles of PE, Fitness, and Sport (3 cr.)**

An overview of the history, philosophy, and principles of physical activity, exercise, and sports

#### **WEL 250 Substance Abuse: A Holistic Approach to Prevention and Intervention (3 cr.)**

This course provides an introduction to the topic of substance abuse prevention and intervention. The focus is on looking at substance abuse from a holistic perspective (social, psychological, and physical). Special emphasis will be placed on the role that the student can play in the prevention of substance abuse through community education and treatment of substance abuse through teaching healthy living skills.

#### **WEL 310 Health Promotion and Education (3 cr.)**

Students will learn how to research, access, and create health education materials; various aspects of marketing and motivational techniques

will be studied in the context of a variety of wellness settings. (Prerequisite: WEL 101) (Course fee \$50)

#### **WEL 320 Nutrition for Sport and Fitness (3 cr.)**

An advanced look at nutrition as it relates to the special needs of athletes and fitness participants. Includes exploration of current issues including weight loss, weight gain, current diet trends, performance enhancement, ergogenic aids, sport-specific eating plans, and botanical medicine. (Prerequisite: WEL 207)

#### **WEL 350 Concepts of Exercise Physiology (4 cr.)**

A look at advanced physiological concepts as they relate to exercise; topics will include, but are not limited to, energy, metabolism, oxygen consumption, adaptation to exercise, response to exercise, and exercise prescription. (Prerequisites: WEL 155 and WEL 390)

#### **WEL 360 Fitness Measurement and Exercise Prescription (4 cr.)**

Students will learn how to administer basic fitness tests including body composition, sub-maximal exercise tests, anaerobic power tests, flexibility, and manual muscle testing. (Concurrent enrollment in WEL 350 or BIO 350/352; Prerequisites: WEL 390 and WEL 155)

#### **WEL 380 Wellness Program Development and Administration (4 cr.)**

Team-based approach to developing actual wellness programs in a variety of settings, including college campuses, local businesses, hospitals, and community health centers. (Prerequisite: WEL 310 (Course fee \$20))

#### **WEL 390 Kinesiology (3 cr.)**

The study of human movement in the context of exercise; will include basic anatomy, biomechanics, and spatial analysis. (Prerequisite: WEL 155 or BIO 350/352)

#### **WEL 401 Strength and Conditioning I (4 cr.)**

Exercise Technique and Testing for Resistance Training and Conditioning: This course examines the concepts and applications of the scientific principles of strength and conditioning as it applies to exercise technique, testing and evaluation for resistance training and anaerobic conditioning. Various anaerobic exercises such as Olympic lifts, plyometrics, speed, agility, and quickness drills will be incorporated. Concepts and applications will be based upon the highly physically active and athletic team(s).

#### **WEL 402 Strength and Conditioning II (3 cr.)**

Program Design in Strength and Conditioning: Advanced knowledge in resistance training program design and implementation emphasizing the physiological and biomechanical aspects of resistance training. This course will focus primarily on the application of scientific methods involved in prescribing exercise/conditioning programs for various athletic populations. This course will incorporate the concepts of periodization, energy production, nutrition, and body composition to assist students in the design of a scientifically based exercise prescription and program design. (Prerequisite: WEL 401)

#### **WEL 405 Fitness Program Administration (4 cr.)**

Development of specific fitness programs for real-life clients with a variety of goals including general health improvement, disease prevention, weight loss, weight gain, and sports participation. Includes aerobic and resistance training, as well as stress management. (Prerequisites: WEL 350, 360, 390 and WEL 155 or BIO 350/352)

#### **WEL 410 Experiential Wellness (3 cr.)**

Students will experience the seven components of wellness on multiple levels with two major goals: 1) explore their own personal wellness, and 2) create a community wellness program to be presented in several community settings. (Must be taken senior year)

#### **WEL 420 Wellness Programming with Special Populations (3 cr.)**

A variety of wellness programming topics will be presented in the context of special populations including: children, older adults, persons with disabilities, minority groups, sexual minorities, and those diagnosed with diseases such as heart disease, asthma, diabetes. (Must be taken in senior year)

#### **WEL 430 Senior Seminar (2 cr.)**

Application of practical wellness information to a variety of populations. Students will utilize many different types of resources to present and discuss current and controversial wellness topics and wellness career options and opportunities. (Must be taken in final semester)

#### **WEL 495 Internship (4 cr.)**

Students will participate in at least one internship experience in which they will perform voluntary or paid wellness services in the setting of their choice (college campus, corporate wellness, community service agency, hospital, fitness center, etc.) (Prerequisites: WEL 310, WEL 350, WEL 360 and WEL 380)

# Student Life and Campus Resources

"Friendliness" and "welcoming" are the words most often used to describe the Waldorf College community, whether the speaker is a prospective student, a current student, a staff member, or an alumnus/alumna who has returned for a 50-year class reunion.

The uncommon sense of community at Waldorf and its friendliness are products of its human scale. The lack of pretense among its people can be attributed in part to the agrarian and small community backgrounds of many students, shared values and faith commitments, the lack of exclusive social groupings (there are no social fraternities or sororities), and a distinctive residence life program.

Waldorf is also an active campus, providing abundant opportunities for students to be involved, serve others, and develop their life skills as well as contribute to the sense of camaraderie we enjoy as a living and learning community.

## CAMPUS COMMUNITY

Waldorf College aspires to be a community in which individuals live in support and respect of one another. Persons who choose to enroll at Waldorf are expected to actively support the physical, emotional, intellectual, and spiritual well-being of others.

Each member of the campus community also has the opportunity and responsibility to help shape and contribute to the common good and the vitality of campus and spiritual life, and promote the welfare of the College and the College community.

At Waldorf we reject the trend in society to accept any kind of behavior as long as it does not affect one personally. However, we also seek to minimize the use of rules and regulations, apart from the democratically legislated laws governing the larger community of which we are a part and the Christian standards to which the institution is dedicated.

## ACADEMIC AND SOCIAL EXPECTATIONS

As members of a diverse community, students are expected to respect the need for honor and integrity. Christian values—such as compassion, justice, and respect for each individual as a child of God—are emphasized. This responsibility extends to honesty in academic settings.

In both academic and social areas, the College's expectations reflect the community's aspirations for life at Waldorf. As an outgrowth of the values professed by the College, these expectations are reflected in guidelines for community living.

In addition to guidelines prohibiting vandalism, theft, plagiarism, harassment, and any form of violence, and physical or emotional abuse, the Student Handbook, the Student Code of Conduct, and Housing Contract outline other expectations such as visitation hours and the campus alcohol and drug policy. Students are expected to be familiar with these documents and their contents.

When a violation of these guidelines occurs, judicial action may be taken by the Campus Hearing Board or a student life staff member. A committee of students, faculty, and staff serve as the Campus Hearing Board.

Students and their guests are always expected to adhere to city, state, and federal laws.

## RESIDENCE LIFE

Each residence hall at Waldorf is a living community designed to enhance the residential experience. The residence life program aims to contribute to the sense of identity among its members as students organize themselves within the halls, undertake activities and projects, and go about their daily living in relationship with one another.

Specifically, the residence life program provides a format through which members develop a sense of community life within the floor unit and the hall as a whole, undertake service projects on campus or in the community, sponsor social activities for the campus, and develop relationships with faculty and staff members.

### Housing Residency Requirement

Campus housing is available for all full-time students. Students are required to live in college housing and have a meal plan unless they meet at least one of the following criteria:

- Student has lived on campus for at least six full semesters (full summer terms included).
- Student will be 21 years old prior to the first day of classes for the semester he/she wishes to live off-campus.
- Student who has earned enough credits for senior (86 semester credits) status before the start of the semester.
- Student is married or living with and supporting (a) dependent child(ren).
- Student is living with parents or legal guardian and commuting from their permanent home within a 35-mile radius of the College.
- Student transferred to Waldorf College with at least 30 approved credits prior to the first day of classes for the semester he/she wishes to live off campus.
- Any student found to be dishonest about the above criteria will be assessed the room charges (100%) for each semester.

Students wishing to live off-campus or be excused from the board plan must submit a written request to the Office of Student Life at least 30 days prior to the first day of classes for the semester they wish to be excused. Students may apply to be excused from College housing and board plan simultaneously or may apply to be excused from only College housing or board plans independently. Applications may be completed online.

Limited housing is available to students taking classes during the summer, but students are not required to live in College housing when enrolled for summer classes.

College housing is offered to full and part-time students. Part-time students are not required to live on campus.

Residence halls are closed and meal plans are unavailable during post-ed college breaks so students may be asked to find other accommodations or may be reassigned to other halls during the break periods. (i.e. winter break, spring break, summer break)

Housing assignments are made by Residence Life. Any questions regarding housing should be directed to Residence Life staff. Students may be reassigned at any time as enrollment changes.

Student rooms are furnished with beds, mattresses, dressers or chests, desks, chairs, and closets. Students provide their own pillows, beddings, blankets, personal needs, and room decorations. Basic cable/internet services, bathrooms/showers, security, debit card-operated laundry machines, and hall staff are also provided. Students are welcome to bring small refrigerators and microwaves for personal use.

Residence hall policies may be found in the Student Handbook online on the Student Life web page.

## STUDENT RESOURCES

### Freshman Seminar and Orientation

Freshman Seminar, summer orientation, and Waldorf Orientation Weekend (WOW) are scheduled for the purpose of aiding the entering student in adjusting and transitioning to college and is required of all first-time, full-time freshmen. The First Year Seminar introduces students to all of the academic and social aspects of college. The program also focuses on the college's mission, resources and policies, the purpose of higher education, and components of living in a college community, all in an atmosphere of learning, fun, and meeting others.

### First-Year Experience

Waldorf is proud of its' efforts to assist first year students to transition and adjust to life in college communities. Waldorf has a First-Year Experience (FYE) hall—Johnson Hall for the men and London Hall for the women. The First-Year Experience Coordinator is also the FYE Area Coordinator. There are many exciting social and educational activities and events specially designed for our first year students in the First-Year Residence Hall.

## ADVISING AND COUNSELING

### Academic Advising

Academic advising at Waldorf begins in the admission process, through the services of a skilled, experienced admission staff. Entering students are then registered by the Registrar in order to assure high quality advising services in the initial semester of study.

Upon enrollment, each student is assigned to a faculty advisor and is encouraged to make use of this relationship in seeking counsel on academic matters. However, students are ultimately responsible for monitoring their academic progress and making certain their program will meet requirements for graduation.

### Career Planning

The Career Planning Center at Waldorf College, located in the lower level of Salveson Hall, provides current students and alumni with comprehensive career services, including career exploration and guidance, internship/job search assistance, and assistance with the graduate school application process. Career exploration is essential for all freshmen and sophomores. The Career Planning Center assists students in analyzing their interests and skills, in addition to researching job descriptions and job outlook projections, to enable students to confidently

choose their academic majors and to identify their individual career paths. After choosing their career paths, juniors and seniors utilize the services of the Career Planning Center to obtain internships and jobs. The Career Planning Center connects Waldorf students with employers by assisting students with resume and cover letter writing, conducting job searches, networking at career fairs, and performing mock interviews. For students who are considering graduate school, the Career Planning Center assists them in identifying and applying to graduate programs and provides preparation tips for graduate school entrance exams. For more information, stop by the Career Planning Center or visit us at [www.waldorf.edu](http://www.waldorf.edu).

### Personal Counseling

The counseling services offered at Waldorf are available to give students assistance with a wide range of concerns which may interfere with a student's emotional well-being, academic success, or relationships with others. Free, confidential counseling is provided by a licensed counselor to assist in resolving the concerns of any student. Individual and group counseling are available by appointment. In addition, counselors are available for consultation to student groups, as well as to faculty, staff, parents, or friends who have a concern about a student. Counseling Services is located on the main floor of the Campus Center.

### Luise V. Hanson Library

The library's academic role has been redefined to reflect student-centered learning, striving to provide a partnership between students, faculty, and library staff in supplying students with the skills necessary for a rapidly changing world and a journey of lifelong learning. Librarian's roles have changed as well. Librarians function as guides, pointing out possibilities, suggesting directions, and piquing interest as students determine for themselves where their research and study will lead them. Librarians now participate as part of a learning team in offering students not only content, but methods of learning, connecting students to information, and showing them how learning can be facilitated by new technologies as well as traditional resources.

### Academic Achievement Center

The Academic Achievement Center for Excellence (AACE) provides academic services to all Waldorf College students. These services include tutorial services, educational training and seminars, learning style assessments, academic advising, study rooms, computer network access, printer access, and a professional, responsive staff to assist with student academic achievement at Waldorf College while helping create lifelong learners to benefit the world.

### Academic Computer Services

Students may bring their personal laptop to use at Waldorf College to receive a reduction in your comprehensive fees. However, please know that the Waldorf IT Department will not provide technical support or repair service for issues directly related to your personally owned laptop.

Please refer to the information below for the minimum specifications for a computer that a student brings to campus.

#### Minimum Specifications:

- Laptop No Older Than 3 Years • Windows or Mac OS X Operating System • 2 GB RAM • 80 GB Free Disk Space; LAN Connection • WiFi Connection for Wireless Network • DVD-Rom/CD-RW Drive for Multimedia

If you do not plan to bring your personal computer, Waldorf will provide one for your academic studies through our Laptop Loan Program. You will be issued a laptop after completing the registration process, at which time you'll also receive information concerning specifications and the college's usage policy. Laptops must be returned at the end of each semester. You are encouraged to provide insurance coverage at your own expense if you will be bringing your own personal laptop.

Also, recent improvements to Waldorf network capabilities (including extensive network and bandwidth upgrades) also make it possible for you to bring your favorite gaming systems—Wii, Xbox, PlayStation.

If you have any questions, please call the Waldorf IT Department at 1.800.292.1903, ext. 8150.

### Health Service

A registered nurse, employed by the College, directs the Health Service. The College Nurse supervises health conditions (minor injuries, illness, and referrals) and administers first aid. The services of the nurse are available to all full-time students, free of charge.

A physical examination, done within one year of admission to college, proof of immunizations, insurance form, and medical history are required. All required health forms can be found on the Waldorf website under Student Services – Health Services. For students participating in athletics at Waldorf College, you will need to have a physical examination done every year prior to your particular athletic sport and complete the required athletic forms. All health forms should be submitted prior to attendance at class and prior to the first day of practice for athletes.

The American College Health Association recommends that students consider a meningitis vaccine to reduce the risk for potentially fatal bacterial meningitis.

The college reserves the right to have students take special examinations or tests if it is deemed necessary by health authorities or the administration.

Competent health care professionals and clinics are located in Forest City and surrounding areas. Their services are readily available to students. If a student's health condition requires hospitalization or if the services of medical specialists are recommended, the campus nurse will refer students to out of town service providers who are approximately 30 miles away. Transportation is provided for a fee.

As part of student fees, accident insurance coverage is provided for students while they are participating in college-sponsored and campus life activities. This coverage pays secondary to any family or individual coverage the student may already have.

All required health forms can be found on the Waldorf website under current students, student services, health services.

### Mandatory Primary Health Insurance Coverage Policy

- Coverage Dates: 08/01/2015-07/31/2016
- Annual Premium: \$1,721
- Affordable Care Act Compliant
- Medical Preventative & Wellness Services: 100% covered In Network with no Deductible; No coverage Out-of-Network

- (Immunizations recommended by Centers for Disease Control covered at 100% In Network)
- First Health Network for Medical (same as last year)
  - Catamaran Network for Prescription—Co-payments \$15/35/50 with no Deductible; No coverage Out-of-Network
  - Unlimited Aggregate Maximum
  - \$150 Deductible In Network; \$300 Deductible Out-of-Network (no waiving of deductible this year)
  - Out of Pocket Maximum \$5,000; includes Deductibles, Co-payments (including Rx), on Co-insurance. Athletic injuries not included
  - Office Visits—In Network \$15 Co-payment, then 70% after Deductible is met
  - ER Visits—In Network \$250 Co-payment, then 70% after Deductible is met
  - Physical, Occupational & Speech Therapy—In Network 70% after Deductible is met
  - X-rays, Labs, PET, CAT, & MRI—In Network 70% after Deductible is met
  - Dental and Vision only covered in the event of an injury
  - Global Emergency Services (Travel Assistance)

The plan is purchased for the entire twelve months and cannot be canceled after the deadline to waived date, September 7, 2015. All of the benefits can be viewed at [www.sas-mn.com](http://www.sas-mn.com). The above points are highlights from the plan document. We encourage you to read the website for the complete benefits. In the event there are differences between this hand-out and the official plan document, the plan document controls.

Prepared By  
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College Division  
PO Box 196  
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800.328.2739

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NATIONWIDE LIFE  
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Columbus, OH 43215  
877.669.6877

#### **Questions to Ask Your Current Health Insurance Carrier:**

- Is my student's health insurance adequate while attending Waldorf College in Forest City, IA?
- Does my student's health insurance work at Mercy Clinic and/or Mayo Clinics?
- Will my student's health insurance cover more than a medical emergency or Urgent Care?
- If my student's health insurance is a HMO, does it have a "Guest Membership" option that would allow my student to see providers besides ER/Urgent Care in the Forest City area?
- Does my student need to get a referral from a Primary Care Provider before visiting any other provider in order for the insurance to cover the visit?

#### **2015-16 Supplemental Accident Insurance**

Waldorf College's full-time residential program students are automatically enrolled in as supplemental secondary excess accident insurance plan from August 1 through July 31 each year with no additional cost to the student. Please note that this plan is for accidents and injuries only. It is also an excess plan and NEVER pays as primary; it does not cover illnesses, and only pays after the student's private health insurance has been processed.

For a variety of reasons, not the least of which is the further implementation of the Affordable Care Act, the health insurance landscape is changing. As a result, we find ourselves in a position where certain changes to our Supplemental Secondary Excess Accident Plan need to be made. Please make note of this year's plan benefits. It is always the student's personal responsibility to pay their medical bills. All students need to rely on their own personal health insurance at all times. Waldorf College NEVER pays for any provider visits and all unpaid bills are always the student's sole responsibility. Please note the following important considerations with respect to this insurance:

- The accidental supplemental insurance is filed only after primary insurance has been processed and only under certain conditions.
- The injured student MUST see a licensed provider within 30 days of the incident or this policy will reject the claim.
- Claims arising from self-inflicted injuries and while the student is under the influence of drugs or alcohol will not be covered.
- The plan benefit period is for 52 weeks from the date of injury. Any treatments extending past the 52 week period will be the student's sole responsibility. All arrangements for treatment are to be made before the student graduates or withdraws from Waldorf College.
- There will now be a \$750 reducing deductible on Waldorf secondary excess accident plan requiring the student to pay out of their pocket before the plan starts to pay towards a claim.
- All injuries must be reported during the contest/practice or immediately thereafter to the supervising Athletic Trainer, Student Health Services, or the Head Coach. If the situation is an emergency, the student must notify the Athletic Trainer or Student Health Services within 48 hours of the emergency room visit. Otherwise, expenses incurred will be the sole responsibility of the student.
- All appointments with physicians, specialists, physical therapies, etc. must be made through Waldorf's athletic trainers or Waldorf's Student Health Services (this includes second opinions). Except for emergency cases, authorization for these appointment must be obtained prior to seeing a doctor or hospital. A student is a liberty to depart from this policy and seek unauthorized treatment, but in doing so he/she assumes all incidental risks and the expense of the medical services.
- Non-athletic conditions such as asthma, cardiac, etc. are not covered under this plan.
- Previous injuries are NOT covered under this plan. Waldorf College is not responsible for any pre-existing injury, condition or operations nor is our secondary excess accident plan. All costs related to the evaluation, care and treatment of pre-existing conditions is the sole responsibility of the student.
- Dental Care and Vision Care is limited to injury to sound natural teeth and/or to student's eye(s) caused during an authorized practice or intercollegiate contest. Damage or breakages of glasses/contacts are NOT covered under this plan.

Waldorf never pays for any provider visits. Bills are always the student's responsibility.

Any medical bills not covered by the student's personal health insurance or the supplemental plan are the responsibility of the student and not the responsibility of Waldorf College.

When a provider visit has been set up, the student must present their personal health insurance card and Waldorf's secondary insurance card at each check in. The trainers or school nurse will give the student a

secondary card to carry with them to ALL appointments. Failure to present both cards at every medical visit may result in a claim being denied. If the student's primary health insurance coverage changes or is dropped during the school year, it will be the student's responsibility to notify Waldorf's Student Insurance Coordinator and the Athletic Trainer immediately. Information on the student's new coverage must be made immediately and copy of the new insurance card needs to be provided to the Student Insurance Coordinator when available. If the student needs primary insurance coverage, they can be enrolled in the plan offered by Waldorf College with proof of cancellation within 30 days of the prior insurance plan's cancellation. All practices, conditioning, and work out must stop while the student is uninsured.

#### **Student Health Insurance**

Waldorf College requires all residential students with 12 or more credit hours to carry adequate health insurance that is accepted by providers in the Forest City, Iowa area (i.e. Mercy or Mayo systems). This requirement can be met either through a family employee health plan, private insurer, or the plan offered by the College through Student Assurance Services Insurance. Waldorf College offers a health insurance plan with coverage from August 1, 2015 through July 31, 2016. The annual premium cost is determined by age: 25 year-olds and younger annual cost: \$1,721. This will be automatically billed to all students who qualify if they have not waived off with proof of insurance by September 7, 2015.

Students with coverage, through a family employee health plan or a private insurer who do not wish to purchase the health plan offered by Waldorf College, are required to waive off the plan offered before September 7, 2015. The online waiver can be located at [www.sas-mn.com](http://www.sas-mn.com). A brochure of the plan offered by Waldorf College may be viewed at [www.waldorf.edu/insurance](http://www.waldorf.edu/insurance). Waiving online does not guarantee opting out of the Bollinger plan. The insurance must be comparable and adequate to Bollinger.

Before waiving coverage, please consider that students, who currently have primary health insurance under an HMO or PPO, may not have adequate providers in the Forest City area. Waldorf College's secondary accident insurance piggy backs onto the student's primary health insurance and if coverage is denied, the secondary accident insurance may not be able to cover expenses. Please check with the student's primary insurance company for coverage information before waiving off Waldorf College's plan.

#### **Food Service**

The College's Food Service is operated by Waldorf Campus Dining and Conferences. All students who live on campus are required to purchase a board plan. Commuter students may also purchase board plans. Board plans include the 12 and 19 meals per week, 125 meals per semester or commuter block plans. Students or parents can purchase additional meals or add declining balance dollars to the plans at any time by contacting the Business Office.

The Food Service operates in three locations: the Campus Center Dining Hall, Warrior Crossing off the Atrium, and Gatsby's Grill in the lower level of the Campus Center.

Students may make arrangements with the Director of the Food Service for special dietary needs, sack lunches, picnics, or dinners. A student Food Service committee through Student Senate assists management

in assuring that student preferences are known and acted upon insofar as possible in the operation of the Food Service. The Campus Center Dining Hall (Top Floor, Campus Center) offers a full line of meal choices. More made-to-order items are available with a focus on healthier food options. During certain times of the year, and during breaks, the college dining services are limited or closed

#### **Bookstore**

Waldorf operates a Bookstore which is located on the south side of the Atrium. The store handles textbooks, study aids, and supplies for all courses offered by the College, as well as a wide selection of Waldorf-imprinted clothing and gift items.

Buying your textbooks from the Bookstore has great advantages. If you decide to drop a class within the first two weeks, you will get a full refund on that textbook. The Bookstore also makes sure the book you are getting is the exact book the professor requires you to have for that class. Make things a little less hectic in the Fall, by reserving your textbooks at [www.waldorfbookstore.com](http://www.waldorfbookstore.com), but don't forget to check out the clothing and gift item selection on-line also. For your convenience and personal needs, the Bookstore also offers stamps, cards, school supplies, and UPS picks up and ships out daily.

## **STUDENT ACTIVITIES**

#### **Participation in Co-Curricular Activities**

Students are encouraged to participate in co-curricular activities. Major extra-class, or co-curricular activities are defined in the Student Handbook. The rules of the National Association of Intercollegiate Athletics, of which the College is a member, governs eligibility in intercollegiate athletics.

## **STUDENT GOVERNMENT**

Opportunities for leadership development and meaningful involvement in shaping campus life are available through Waldorf's Student Senate, of which all students are automatically members. The Student Senate, the chief student governing body, is comprised of the executive officers and senators who are elected by the student body.

The purposes of the Student Senate include providing the means for effective student participation in community governance, developing and interpreting student opinion on issues of interest to students, providing effective student participation in planning and administering student affairs, promoting the welfare of the student body, campus improvements, campus programming, and acting in advisory capacities to the college administration, committees, and other instruments of college governance.

In addition to the Student Senate, students participate in college governance through service on college committees. Other leadership opportunities are available through our student organizations and academic programs.

## **RELIGIOUS LIFE AND CAMPUS MINISTRY**

The Religious Life and Campus Ministry programs at Waldorf College are designed to walk with students, faculty, and staff on the spiritual journey—providing opportunities to both grow in faith and actively wrestle with the deep questions of faith and life.

The Core Values of Campus Ministry are:

- **Mission and Friendship**—We believe that every person has a God-given purpose in and through this life. Through friendship, we seek to help one another discover that mission and purpose.
- **Community and Hospitality**—We believe that God has designed humanity to live in relationship with one another. Through the welcome of Jesus Christ, we seek to build caring, trusting relationships with one another.
- **Service and Mercy**—We believe that our human identity and purpose is realized in and through a commitment to spend ourselves in service to the whole creation. To grow in what this means, we are committed to a growth in living lives of mercy.
- **Tradition and Innovation**—“The wisdom of past ages without a vision of the future is irrelevant, but a vision of the future ignorant of the lessons of the past is irresponsible.” The practices of those who have come before us in the faith are deep roots that support us as we grow together towards God’s future. We value the traditions handed on to us that are of the gospel. We hold them as treasure entrusted to us for future generations. We will use them creatively to illuminate the path we are walking and towards the reign of God.
- **Beauty and Wisdom**—Campus ministry encourages a dialogue of faith and reason, and supports ecumenical and interfaith activities, conversations, and projects. We believe that we are called to a rigorous pursuit of truth and wisdom, through intentionally utilizing the gifts of God.
- **Truth and Becoming**—Because God’s truth became flesh in Jesus, we seek to be an authentic community in the presence of truth. We do not possess truth, nor do we seek to correct the truths of others; rather, we seek to live faithfully in light of the truth of God in Christ Jesus. We also seek to be attentive to the emergence of God’s reign in our world and in our personal and communal becoming.

*“This life is therefore, not righteousness, but growth in righteousness, not health, but healing, not being, but becoming, not rest, but exercise. We are not yet what we shall be, but we are growing toward it, the process is not yet finished but it is going on, this is not the end, but it is the road. All does not yet gleam in glory, but all is being purified.” (Martin Luther, defense of his articles 1521)*

- **Campus Worship and Chapel Service**—Worship is offered in a variety of ways at a variety of times. Campus worship and chapel service is ecumenical, utilizing a variety of styles that reflect the diversity of faith expressions within the campus community. All students are encouraged to assist with chapel leadership. Senior students are invited to provide a homily for chapel.
- **Student Campus Ministry Teams**—Students are encouraged to participate in the Religious Life and Campus Ministry of the College wherever they are comfortable. Because the posture of Campus Ministry is “permission giving,” students are invited to develop programs and ministries based upon their own gifts, passions, and ideas.

Student and staff led ministries include:

- **ACTS (Active Catholics to Serve)**—Advised by faculty members of the Roman Catholic tradition and the local priest, ACTS meets weekly for mass, fellowship, and service. Catholic Mass and Rosary is celebrated on Thursday at 9:00 p.m. in the recital hall.
- **Like Fire/LCM (Lutheran Campus Ministry)**—Lutheran (ELCA) student ministry group.

- **Drama Outreach**—Students develop drama ministries for on-campus events and for campus chapel sessions.
- **Mission and Service**—Students involved in service coordinate and promote local, regional, national, and international faith-based mission and service projects. Each March there is an organized spring break mission trip.
- **The Bridge**—The Bridge college ministry of the First Baptist Church exists to connect Waldorf students to Christ and the church.
- **Spiritual Growth**—Students lead Bible studies and other spiritual growth activities in peer groups.
- **Sunday Morning Worship**—Students are encouraged to worship in the congregation of their choice on weekends.

## MUSIC ACTIVITIES

Waldorf has a long and distinguished tradition in music, which is an outgrowth of the musical emphasis in the College’s heritage. While many student participants intend to pursue careers in music through continued study, a large majority of music participants use this co-curricular activity as a source of personal growth and as an expression of their vocational interests.

### Waldorf Choir

The Waldorf Choir is a select, mixed choir which studies and performs music of many styles and traditions. Founded in 1916, the choir has upheld the Waldorf heritage of great choral singing. The Waldorf Choir has a touring tradition which has led to performances throughout the United States, Canada, Scandinavia, and other parts of Europe. Mini-tours and an extended spring tour are conducted each year. Admission is by audition, and all freshman members are required to take private voice lessons or voice class one of their freshman semesters. All sophomores are strongly encouraged to continue with voice class or private lessons.

### Schola Cantorum

The Schola Cantorum choir, which means “singing school” in Latin, represents the entire student body of Waldorf. Made up of both music majors and non-majors, Schola Cantorum presents a wide variety of music ranging from Renaissance polyphony to world music, to jazz. Schola Cantorum presents its own concerts, performs in the annual Christmas at Waldorf concert, and sings at community events throughout the year.

### Sangkor

Sangkor is the women’s chorale at Waldorf College. Sangkor studies and performs music from a variety of choral idioms from “Bach to Broadway” with a little of everything before, in between, and after. Concert appearances and outings are a part of its activities.

### Waldorf Wind Symphony

The Wind Symphony, in an effort to broaden the musical horizons of the student musician and to achieve the highest possible standard of musicianship, strives to perform the finest music out of the modern band repertoire. Each spring the Wind Symphony makes a concert tour. Members who make the tour pay a small fee which covers part of the transportation cost.

### Waldorf Jazz Band

The 18-piece Jazz Band explores a variety of contemporary and traditional jazz styles. Open to members of the Wind Symphony, the Jazz Band performs at Coffee House events on campus.

## Ambassador Ensemble

Members of the Waldorf Wind Symphony form brass and woodwind quintets and quartets which provide music on and off campus for chapel services and various celebrations. Membership is by audition.

## Speaker Series

Our Speaker Series events are held each semester and are designed to foster a sense of community through development of enlightened concern about national and global issues. A variety of scholars and public figures are brought to campus.

## Community Artist Series

The Waldorf Community Artist Series offers several cultural activities each semester. These events feature the work of performing and visual artists and are intended to expose students to the wide variety of human expression. Students are strongly urged to attend these cultural opportunities.

## THEATRE ACTIVITIES

Waldorf’s theatre activities are considered an integral part of the liberal arts program, and all students are welcome to audition for roles or participate in technical aspects of campus productions. The productions enrich and compliment the theatre courses which are offered for those who desire formal study in theatre and its related fields.

Typically, four main stage productions are presented each academic year. Productions have included classical and modern comedies and tragedies, musicals, and experimental plays.

The Harold and Charlotte Smith Theatre seats 180 in a uniquely intimate setting. The scenery, light, and costume shops, as well as the ticket office and design lab provide excellent areas for production and support activities.

The theatre department frequently provides lighting and/or technical support for Waldorf College campus events.

## ATHLETIC ACTIVITIES

Through intramural and intercollegiate programs, as well as recreational resources available to students, Waldorf provides abundant opportunities for students to pursue sporting interests.

### Intercollegiate Athletics

Waldorf College has membership in the Midlands Collegiate Athletic Conference of the National Association of Intercollegiate Athletics.

Waldorf College sponsors the sports of baseball, basketball, bowling, cheerleading, cross country, football, golf, soccer, softball, volleyball, and wrestling. The aim of this activity area is to provide a complete and balanced sports program meeting the needs and interests of the students. The College makes every effort to maintain a program that enables students to hone their skills, develop lifelong recreational interests and leadership skills, and contribute to the quality of student life.

The NAIA “Champions of Character” initiative creates an environment in which every NAIA student-athlete and coach is committed to the true spirit of competition through respect, integrity, responsibility, servant leadership, and sportsmanship.

Waldorf students have distinguished themselves on both the playing field and in the classroom over the years. They demonstrate that competitive athletics and academic pursuits can blend harmoniously.

## Intramural/Recreational Athletics

The purpose of the intramural program is to provide any student with an interest in sports or recreation an opportunity to further develop interest and skill through friendly competition and participation. The intramural program also gives students an opportunity to participate in a wide variety of sports, recreational activities, and games. A year-round program of intramural sports gives all students an opportunity to take part in athletic games, tournaments, trips, and one-time events.

### Cheerleading

Cheerleading is considered a sport at Waldorf, even though no intercollegiate competition exists. The purpose of this program is to provide the opportunity to enable cheerleaders to reach individual and team skill goals as athletes, and to learn lessons useful for life. In addition, the program is intended to promote college spirit.

## EDUCATIONAL AND SOCIAL STUDENT ORGANIZATIONS

### Alpha Chi

Alpha Chi is a coeducational society whose purpose is to promote excellence and exemplary character among college and university students and to honor those who achieve such distinction. Its name derives from the initial letters of the Greek words A H EIA, meaning truth and XAPAKTHP, meaning character.

As a general honor society, Alpha Chi admits membership to students from all academic disciplines. Only students in the top 10 percent of the junior and senior classes may be invited to membership in Alpha Chi.

Membership in Alpha Chi recognizes previous accomplishments and provides opportunity for continued growth and service. As a phrase from the society’s constitution suggests, Alpha Chi seeks to find ways to assist students in “making scholarship effective for good.”

Among the major general honor societies, Alpha Chi is distinctive in its commitment to involve undergraduate members in the full range of cooperation of the society. Although faculty sponsors are important for the continuity of the organization, student members are the focus of Alpha Chi’s programs and play major roles in Alpha Chi’s leadership from the local to the national level.

At the local chapter level, all offices are filled by students, supported by a faculty sponsor who is appointed by the president of the institution or other chief executive officer. Chapters not only induct new members but also promote scholarship through sponsoring at least one scholarly or academic activity each year for their college.

### Alpha Psi Omega

Waldorf College Theatre is home to the Alpha Epsilon Omega cast of Alpha Psi Omega National Theatre Honor Society (APO). APO is a society for highly involved students of theatre (both majors and non-majors) that serves the theatre program by sponsoring events and fund-raisers, assisting in workshops and career development programs for the de-

partment, and in working to develop future theatre trips to Minneapolis, Chicago, New York, and London.

#### **Lambda Alpha Epsilon**

Lambda Alpha Epsilon, Iota Beta Phi chapter is a co-ed criminal justice fraternity that seeks to improve criminal justice through educational activities, while fostering professionalism in all areas of criminal justice. It seeks to promote professional, academic, and public awareness of criminal justice issues. LAE gives students high standards of ethical conduct, professional training and higher education within the criminal justice field.

#### **Mu Phi Epsilon**

Mu Phi Epsilon Professional Music Fraternity is a co-educational international fraternity in the professional field. Mu Phi Epsilon was founded in Cincinnati, Ohio on November 13, 1903, by Winthrop Sterling and Elizabeth Mathias Fuqua. The purpose of Mu Phi Epsilon is the advancement of music throughout the world, the promotion of musicianship and scholarship, loyalty to Alma Mater, and the development of the true bond of friendship. Our Mission is to foster the ideas of service to school and community, develop an awareness that artistic gifts are to be shared, promote high scholarship, musicianship, and friendship through service, and provide opportunities for strong artistic and personal abilities. There are currently 144 collegiate chapters with charters with 82 active chapters and 74 active alumni chapters. The fraternity awards a number of scholarships and grants and promotes music among professional musicians, students and the community. The Zeta Lambda Chapter of Mu Phi Epsilon was started at Waldorf College on April 13, 2011.

#### **Historia**

Historia is the Waldorf College History Club. The goal of Historia is to further the understanding of History, Political Science, and Geography while having fun. The club also fosters a relationship with local historical societies and museums as well as planning trips of historical or political nature. All students are eligible and encouraged to join. Membership is not required to participate in our events.

#### **Biology Club**

The purpose of the Biology Club is to provide social and educational programming for those interested in flora, fauna, and all things biology.

#### **Criminal Justice Club**

The Criminal Justice Club is an organization designed and conducted by students to assist other students in discovering various perspectives and career opportunities within the criminal justice system through the use of field trips, conferences and guest speakers. Not only does being involved build resumes, it also creates networking relationships for the students. It is an opportunity for young and old adults to work together in creating a beneficial, symbiotic society that will improve and strengthen their futures.

#### **Wellness Club**

The purpose of the Wellness Club is to provide students with opportunities to expand their knowledge of the discipline of health promotion and wellness.

#### **Chess Club**

The purpose of the Chess Club is to provide students and faculty with opportunities to develop chess skills and prepare for the U.S. Chess Federation tournament competition.

#### **Film Club**

The purpose of the Film Club is to provide frequent opportunities for students to see important films and to discuss them openly and intelligently with peers and professors.

#### **Global Culture Club**

The purpose of the Global Culture Club is to foster greater awareness and understanding within the College community of the cultures and societies of various countries throughout the world, as well as providing fellowship and encouragement among students of diverse cultures. The club sponsors a variety of activities such as a Global Fest, Culture Show, and educational trips. The international students also offer programs to the public of an international nature. Membership of American students is encouraged.

#### **Education Club**

The purpose of the Waldorf College Education Club is to promote interest in the teaching profession, and foster greater awareness and understanding of the teaching profession. The club hosts many social and academic activities on campus and sponsors trips to educational conferences. The club is advised by the Education Department faculty.

#### **Political Organizations**

Political organizations are formed by students wishing to promote student participation in politics.

#### **Presidents' Roundtables**

Presidents' Roundtables provide an opportunity for presidents/leaders and members of each club or organization to meet and discuss leadership topics, get feedback about club issues, and announce upcoming events. Meetings are held twice a semester.

#### **ACTS**

The purpose of Active Catholics to Serve (ACTS) is to get Catholic students, and any other students who so desire, involved in Catholic traditions that will guide them on their journey of becoming educated as a "whole person in the spirit of Jesus Christ, enabling the individual to experience fulfillment through a life of service."

#### **MAPS**

Mostly Alive Poets Society (MAPS) provides a platform for poets and those who like poetry to share and discuss their work.

#### **Amnesty International Club**

Amnesty International, winner of the 1977 Nobel Peace Prize, works for human rights throughout the world. Members support the Universal Declaration of Human Rights and communicate with government authorities to release prisoners of conscience detained because of their beliefs, race, sex, ethnic origin, language, or religion.

#### **GSA**

The Gay/Straight Alliance (GSA) brings together gay and straight students to raise awareness about issues concerning homosexuality on campus and in the community. Iowa Pride Network Award for Best GSA in the State (2 years).

#### **Social Warrior Activities Team (S.W.A.T.)**

The Student Activities Office works to provide social, educational, cultural, and recreational events for the campus and Forest City community. Social Warrior Activities Team (S.W.A.T.) is composed of the following

student committees responsible for programming entertainment: comic relief, concerts, dances, late night athletics, late night programming, novelty, and special events. Student Activities also organizes homecoming and Family/Little Sibs Weekend. The following programs are also sponsored by the Student Activities Office:

- "Taste of Forest City" Involvement Fair is hosted each fall with the purpose of showcasing campus organizations, clubs, and athletic teams. Area businesses are also represented, giving highlights of what Forest City has to offer.
- Educational and Wellness Programs: Topics include healthy relationships; nutrition, health, and fitness; AIDS Awareness; domestic violence; basic car maintenance; self-defense course; and conflict management. Student Activities works with the Career Services Office to provide additional programs that target our upperclassmen including interviewing skills, resume writing, a finance series, etiquette, and leadership workshops.
- **Warrior Cup:** A week-long event held during homecoming sponsored by Senate and Student Activities. Organizations compete against other organizations to win the Warrior Cup and a monetary award. Competitions include Oreo stacking, tug-of-war, banner contests, etc.
- **Winterfest:** A Student Senate-sponsored winter competition held amongst campus organizations in February.

Other active student organizations include: SAAC (Student Athletic Advisory Committee).

## **CAMPUS MEDIA**

#### **Social Media**

Like us on Facebook at [www.facebook.com/WaldorfCollege](http://www.facebook.com/WaldorfCollege) and follow us on Twitter at [www.twitter.com/WaldorfCollege](http://www.twitter.com/WaldorfCollege).

#### **Lobbyist**

The Lobbyist is the student newspaper, which is published online several times each semester. The program is intended to provide both a voice for the student body within the campus community and to serve as a professional opportunity for journalism students.

#### **The Torch**

The Torch is the student magazine. Students manage, write, and design the magazine. It is published twice a semester and covers the various events and activities occurring on campus.

#### **KZOW-Radio**

KZOW, 91.9 FM, airs a variety of music and student-produced shows 24 hours a day. "Active Radio" provides all students an opportunity to produce audio programming and promotions in an "on-air" professional setting.

#### **WAL-TV**

As a practicum experience, students participate in satellite downlinks and live-to-tape broadcast recordings of theatrical plays, professional presentations, and scripted productions for special college projects.

#### **Student Handbook**

The Student Handbook, with information for students, is published by the Office of Student Life and posted on the college web site prior to the beginning of classes each fall.

#### **Waldorf College Magazine**

The Waldorf College Magazine is published by the College and available to alumni, parents, pastors, and other friends of the College. A monthly e-newsletter is also sent out to alumni.

#### **Faculty/Staff Newsletter**

A monthly newsletter sent out to all Waldorf College employees.

#### **The Waldorf Literary Review**

The Waldorf Literary Review (WLR) is a magazine for the arts supported once a year by the staff of the Literary Editing class. The Review contains art, fiction, poetry, and essays from students, staff, community members, and faculty.

#### **Summer/Winter Newsletter**

A summer/winter newsletter is sent out each July and January to all students and parents with updates, important dates, and important information regarding the start of school.

## **CAMPUS AND COMMUNITY**

Waldorf College was founded in 1903 as a result of "The Great Hotel War of Forest City." This fierce, competitive battle between two first-class hotels, built simultaneously, left the beautiful Waldorf Hotel vacant after only four months of operation. This provided the opportunity for The Rev. C. S. Salveson to muster the necessary resources to found a Christian college.

Thus, Waldorf College came to be located on a prominent corner in the center of the city of Forest City, and the 50-plus acre campus has grown up around this original, and still beautiful, building now called Salveson Hall.

#### **Campus**

The Waldorf campus has nearly tripled in size in the past three decades, with the addition of six major buildings in that period. Waldorf's buildings include:

**Salveson Hall (1903)** is a four-floor building which serves as Waldorf's "old main." Salveson houses the main administrative offices and the extensive computer facilities of the College.

**Thorson Hall (1911)** was the second building on campus. It has served a variety of purposes since its dedication. Its complete remodeling into a state-of-the-art "high technology classroom building" was completed in January, 1990. This building houses the Business Center; Humanities Center; Harold and Charlotte Smith Theatre; video control center; telecommunications laboratory; and the student publications offices. Thorson is named after Thorwald Thorson, a member of Waldorf's first faculty and later a distinguished architect.

**Tillie Rasmussen Hall (1955)** is a three-story co-educational traditional residence hall for 60 students. It is named after the food service director of the College from 1915 to 1968.

**Nilssen-Boe Science Hall (1962)** is a science classroom and laboratory facility serving the departments of biology, chemistry, physics, and mathematics. The building is named after two former presidents of the College, Morton O. Nilssen (1943-1950) and Lars W. Boe (1904-1915).

**Jacob Tanner Hall (1964)** is a three-story co-educational traditional residence hall for 144 students. It is named after The Rev. Dr. Jacob Tanner, who served as a highly-popular theology professor from 1944 to 1963, during the years when he was age 79 to 97.

**Gladys Ormseth Hall (1966)** is a four-story co-educational traditional residence hall for 96 students. It is named after the Waldorf teacher and bookstore manager from 1922-1965.

**Campus Center (1967)** is a three-story building housing food services, including the Velma Severson Dining Room, the Gjellefeld Dining Room (named for Olaf and Alta Gjellefeld, long-time benefactors of the College), and a private dining area on the upper level. The main level includes the art gallery and game/TV room and campus lounge in addition to student life, residence life, student activities, intramurals, parking, health service offices, the College information desk, and the Anna Marie Mitchell meeting room. The lower level features Gatsby's Grill, a short order cafe, recreation area featuring a dance floor and large screen television viewing area, and the student mail center.

**Johnson-London Hall (1968)** is a four-story, two-wing co-educational traditional residence hall for freshman students. It is named for O. J. Johnson, a professor in mathematics, physics and science, dean of men, and dean of the college; and Hans London, a cabinetmaker, electrician, and grounds person for the Waldorf maintenance staff from 1933-1967.

**Odin Hagen Music Center (1976)** is named after the long-time beloved choral director. It houses the Department of Music and includes the 129-seat Recital Hall, the Edyth Quist Piano Classroom; the Oscar Lyders Theory Room (Lyders was the founder of the Waldorf Choir); a band rehearsal room; several classrooms and teaching studios; nine practice rooms; a student lounge; and other facilities for the department. The building is connected to the Campus Center by an underground pedestrian tunnel.

**John K. and Luise V. Hanson Fieldhouse (1987)** is a complete physical education facility, including a large gymnasium (seating 1,200), wrestling room, weight room, several locker rooms, and offices for the department. The Fieldhouse adjoins the Forest City YMCA, which allows Waldorf students, who all receive a membership, easy access to the additional recreational facilities of the Y, including a pool, racquetball courts, cardio-strength training room, and indoor jogging/walking track. An addition containing a new weight room/wellness center, wrestling practice/multi-purpose room, and lobby expansion was completed in 1997.

Hanson Fieldhouse is named after one of the most prominent alumni of Waldorf, John K. Hanson '32 and his wife, Luise V., a long-time member of the Board of Regents.

Adjacent to the Hanson Fieldhouse are the football stadium, baseball and softball fields, soccer field, and practice areas.

**The Atrium (1991)** provides a link between three major facilities: Salveson Hall, Thorson Hall, and Nilssen-Boe Hall of Science. It also contains an elevator offering handicapped accessibility to all floors and includes the Academic Achievement Center (AACE), access to the theatre scene and costume shops, and the Atrium Conference Room. Also located in the Atrium is Warrior Crossing, Waldorf's Grab and Go full

service convenience food stop in the heart of campus daily life, offering Java City Coffee beverages, sandwiches, soups, salads, and comfort snack foods, while working in conjunction with student meal plans. The skylighted two-story central plaza offers attractive and functional space for numerous social and cultural events as well as popular between-class student lounging areas.

**Breen Hall (1998)** is a three-story co-educational suite style residence hall for 102 students. It is named after Clarence Breen, an alumnus, and his brother, Elroy Breen, generous supporters of the College.

**Luise V. Hanson Library (2005)** is the center of scholarly research, study, and learning, bringing together technological and traditional access to information. Open and dedicated in the fall of 2005, this \$4.5 million building honors Luise V. Hanson, an 18 year member of the Board of Regents and strong supporter of the College. The library provides a variety of comfortable seating and study space options on two floors, a book capacity of over 90,000, and five group study rooms. The library is wireless, has two classrooms and a seminar room, and also has the College writing center, the College archives, and the faculty research center.

**Timberland Apartment Complex (2006)** is a co-educational apartment complex managed by Waldorf College located near the athletic fields. Each apartment includes four single bedrooms, two full bathrooms, a fully furnished kitchen, laundry, living and dining area, air conditioning, and parking. This off-campus independent facility is reserved for upper class students.

**Denny Jerome Athletic Center (2010)** is named after the long-time athletic director and women's basketball coach at Waldorf, Denny Jerome. Jerome '70 has been employed at the college since 1972 and has served as athletic director, women's basketball coach, admissions counselor, residential dorm director, and assistant football coach.

The DJAC houses the offices for football, men's and women's soccer, baseball, softball, men's and women's golf, men's and women's cross country, and men's and women's bowling. Second floor includes classrooms and offices while the first floor is currently undergoing renovations to include locker rooms, weight room, training room, indoor hitting facility, laundry room, and storage.

**The Theme Houses (6)** are college owned houses (Columbia, Immanuel, Lux, Olson, Veritas, and Warriors houses) that are used to provide a unique opportunity that is designed to bring students together who share a common area of interest and to provide a richer living and learning environment; thereby creating their own residential experience in a non-traditional residential setting.

## THE COMMUNITY

Forest City is a vibrant, small community of 4,150 residents, located midway between Des Moines and Minneapolis, 30 miles west of Mason City (population 30,000), and 20 miles west of Clear Lake. In one of the world's richest agricultural regions, the area features beautiful rolling hills, towering oaks, and Pilot Knob State Park. Forest City is home to Winnebago Industries, a Fortune 500 company and a leading manufacturer of recreational vehicles. Forest City features a 3M distribution center, a movie theatre, bowling alley, YMCA, aquatic center, and various state and local recreational parks.

# Governance

## BOARD OF TRUSTEES

Rev. Buford Lipscomb, Chairman.....	Pensacola, FL
Dr. David Weber, Vice Chairman.....	Wenatchee, WA
Mr. Robert Mayes, Jr., Secretary.....	Orange Beach, AL
Mrs. Chantell Cooley.....	Orange Beach, AL
Mr. Richard Corcoran.....	Sioux Falls, SD
Dr. Randy Juhl.....	Glenshaw, PA
Mrs. Minnie Mayes.....	Orange Beach, AL
Mr. Casey Miller.....	Des Moines, IA
Dr. James Pate.....	Tupelo, MS
Dr. Fredrick Snow.....	Ottawa, KS
Mr. John Thompson.....	Alexandria, VA

## REGENTS EMERITI (LIFETIME)

Mrs. Eldoris Bunnell.....	Belmond, IA
Rev. Allen Hermeier.....	Decorah, IA
Mr. Daniel Kunau.....	Preston, IA
Dr. Kenneth Larson.....	Ames, IA
Mr. Conrad Sorensen.....	Peoria, AZ
Dr. A.L. Sponberg.....	Tucson, AZ
Mr. Eugene Sukup.....	Sheffield, IA

## ALUMNI ASSOCIATION

Andy Buffington '90, President .....	Forest City, IA
Annie Furland Olson '90, Vice President.....	Albert Lea, MN
Judy Brown '84, Secretary .....	Rosemont, MN

# Administration

## OFFICE OF THE PRESIDENT

<b>Robert Alsop</b> , President
<b>Cindy Carter</b> , Assistant to the President

## OFFICE OF ACADEMIC AFFAIRS

<b>David Rask Behling</b> , Interim Vice President for Academic Affairs and Dean of the College
<b>Jennifer Edwards</b> , Administrative Assistant to the VPAA
<b>Tiffany Olson</b> , Associate Dean of Assessment
<b>Wesley Riddle</b> , Associate Dean of Online Learning
<b>Darrell Barbour</b> , Registrar of the College
<b>Larry Hill</b> , Interim Director of Graduate Program
<b>Suzanne Falck-Yi</b> , Director of the Honors College
<b>Eric Franco</b> , International Discovery Studies Abroad Coordinator
<b>Tony Wical</b> , Online Faculty and Support Coordinator
<b>Vanessa Doden</b> , Online Course Support Coordinator
<b>Becky Stumme</b> , Education Office Coordinator
<b>Tora Buffington</b> , Music Office Coordinator

## OFFICE OF THE REGISTRAR

<b>Darrell Barbour</b> , Registrar of the College
<b>Becky Stumme</b> , Administrative Assistant to the Registrar
<b>Karen Hehman</b> , Associate Registrar for Online Learning
<b>Leslie Grothe</b> , Assistant Registrar for Residential Learning
<b>Joseph Squires</b> , Assistant Registrar for Student Records
<b>Britney Tankersley</b> , Assistant Registrar for Online Learning
<b>Karl Hoffman</b> , Director of Articulations
<b>Debra Waldrop</b> , Online Academic Advisor/Transcript Evaluator
<b>LaTasha Moreland</b> , Online Academic Advisor/Transcript Evaluator
<b>Cassandra Hardy</b> , Online Academic Advisor/Transcript Evaluator
<b>Tamara McComb</b> , Online Records Coordinator

## ACADEMIC SUPPORT SERVICES

### ACADEMIC ACHIEVEMENT CENTER

<b>Kristin Wempen</b> , Director of Academic Achievement Center/ Disabilities Specialist
<b>Sabrina Parcher</b> , Assistant Director of Academic Achievement
<b>Stephanie Storby</b> , Assistant Director of Academic Support Programs/ Disabilities Specialist
<b>Lydia Gray</b> , Academic Achievement Center Coordinator

### LIBRARY

<b>Derrick Burton</b> , Library Director
<b>Tricia Baker</b> , Library Services and Operations Assistant
<b>Jodi Barkema</b> , Library Assistant
<b>Amanda Geelan</b> , Evening and Weekend Library Assistant

### THE WRITING CENTER

<b>Kristi White</b> , Program Director
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### FINE ARTS

<b>Robert AuFrance</b> , Director of Fine Arts Administration, Director of Theatre
<b>Brett Robison</b> , Director of Waldorf Choir
<b>David Rutt</b> , Interim Director of Waldorf Wind Symphony

### CAREER PLANNING CENTER

<b>Mary Reisetter</b> , Director of Career Planning
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**EDUCATION DEPARTMENT**

**Becky Stumme**, Administrative Assistant

**OFFICE OF ADMISSIONS**

**Scott Pitcher**, Director of Admissions  
**Jill Minkel**, Assistant Director of Admission  
**Ryan Flickinger**, Associate Director of Admissions and Director of Athletic Recruiting  
**Andrew Jermeland**, Admissions Counselor  
**Kevin Mason**, Admissions Counselor  
**Karla Olson**, Admissions Counselor  
**Alyssa Braun**, International Student Coordinator and Recruiter  
**Melanne Bang**, Office Manager

**OFFICE OF ADVANCEMENT**

**Nancy Olson**, Director of Institutional Relations  
**TBD**, Director of Alumni Relations  
**Janet Berhow**, Database and Gift Processing Manager

**INTERCOLLEGiate ATHLETICS**

**Bart Gray**, Director of Athletics  
**Denny Jerome**, Associate Director of Athletics  
**Kristi Osheim**, Manager of Athletic Operations/SWA  
**Matt Oliver**, Sports Information Director  
**Kent Anderson**, Football Coach  
**Kelsey Riggins**, Men's and Women's Cross Country, Track & Field Coach  
**Mark Clouse**, Men's and Women's Golf Coach  
**Casey Curoe**, Women's Soccer Coach  
**Jason Laube**, Strength and Conditioning Coach  
**TBD**, Softball Coach  
**Nigel Jenkins**, Men's Basketball Coach  
**Heidi White-Laube**, Athletic Trainer  
**Paul Meyer**, Volleyball Coach  
**Ryan Martin**, Men's Soccer Coach  
**Matt Oliver**, Assistant Athletic Director for Media Relations  
**Dyanna Quisling**, Cheerleading Coach  
**Marilyn Schachel**, Men's and Women's Bowling Coach  
**Katie Schutjer**, Women's Basketball Coach  
**Brett Shelanski**, Hockey Coach  
**Joe Tautges**, Baseball Coach

**BOOKSTORE**

**Karla Schaefer**, Bookstore Manager  
**Ashley Davidson**, Bookstore Assistant

**BUILDINGS AND GROUNDS**

**Alan Eggebraaten**, Director of Facilities Services  
**Justin Benjegerdes**, Maintenance  
**Richard Campney**, Driver  
**David DeBoe**, Housekeeping  
**Brenda Ray**, Housekeeping  
**Kris Juenger**, Housekeeping  
**Gary Kadlecik**, Grounds  
**Diane Korte**, Maintenance  
**Darlene Miles**, Administrative Assistance  
**Duane Moe**, Maintenance  
**Dave Mull**, Maintenance  
**Lynn Osterkamp**, Driver  
**Gabe Quisling**, Maintenance  
**Tim Severson**, Maintenance  
**John Stailey**, Housekeeping  
**Krista Stenersen**, Housekeeping  
**Mike Tjaden**, Housekeeping  
**Phuoc Van Truong**, Maintenance

**OFFICE OF BUSINESS AFFAIRS**

**Mason Harms**, Vice President for Business Affairs  
**Linda Harms**, Student Accounts Manager  
**Bev Retland**, Student Loans and Insurance Coordinator  
**Debbe Nelson**, Accounts Payable Manager  
**Dawn Ramaker**, Human Resources Manager  
**Samantha Beck**, Student Accounts Specialist  
**TBD**, Cashier

**OFFICE OF FINANCIAL AID**

**Duane Polsofer**, Director of Financial Aid  
**Mark Gilbertson**, Assistant Director of Online Financial Aid  
**DeAnn Derscheid**, Assistant Director of Residential Financial Aid  
**Cathy Stensland**, Financial Aid Counselor Online  
**Heidi Aitchison**, Federal and State Awards Specialist  
**Cristen Hall**, Financial Aid Counselor Online  
**Michelle Archer**, Administrative Assistant Online  
**Ali Schulte**, Financial Aid Counselor-Online  
**Kathryn Padgett**, Administrative Assistant-Residential

**CONFERENCE & DINING SERVICES**

**Brian Keely**, Director  
**Nat Hansen**, Executive Chef / Assistant Director  
**Betty Anderson**, Cook  
**Debra Bertelsen**, Cook  
**Ann Fischer**, Baker  
**Nikki Flugum**, Cashier/Prep  
**Pam Gray**, Prep  
**Jenny Higgins**, Prep  
**Vicki Johnson**, Cashier/Prep  
**Josh Shankland**, Dishwasher  
**Lisa Siddell**, Cashier/Prep  
**LeeAnn Smith**, Prep

**INSTITUTIONAL TECHNOLOGIES**

**Ken Styron**, Chief Information Officer  
**Tammy Larson**, Manager of Institutional Technologies  
**Julie Eischen**, Technology Support Specialist  
**John Fraser**, Technical Support Representative

**OFFICE OF MARKETING AND COMMUNICATIONS**

**Cassie Christianson**, Marketing Manager  
**Tara Kingland**, Graphic Designer

**OFFICE OF STUDENT LIFE**

**Jason Ramaker**, Dean of Students  
**Jim Amelsberg**, Director of Counseling  
**Mary Mathiasen**, Director of Student Health Services  
**Amanda Aberle**, Director of Student Activities and New Student Orientation/Area Coordinator  
**Brett Geelan**, Director of Intramurals & Recreation/Coordinator of Student Transportation & Student Mail/CIC Desk Supervisor  
**Anna Moklestad**, Administrative Coordinator of Student Life/Parking/Campus Security/SEVIS Coordinator  
**Alyssa Braun**, International Student Coordinator  
**Sharese Hall**, Area Coordinator of Johnson-London Hall & Timberland Apartments, First Year Experience Coordinator  
**Anne Marie Werthmann**, Area Coordinator of Ormseth & Rasmussen Halls & Theme Houses, Campus Ministry Coordinator

**Student Senate Officers**

Austin Heeren, President  
Cody Clark, Vice President  
Adam Brinkman, Treasurer  
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# Faculty

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**Robert AuFrance**, Director of Fine Arts Administration, Associate Professor of Theatre | B.A., University of Findlay; M.A. Kent State University; Ph.D., University of Missouri; Waldorf 2002.

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**Sheila Willms**, Assistant Professor of Education | B.A., Northwest College; M.S.E., Drake University; Early Childhood Endorsement, University of Northern Iowa; Waldorf 2001.

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\*Part -Time

## EMERITI

**Robert Abkes, M.R.E.**, Professor Emeritus, Music and Religion

**Neil Boyd, M.S.**, Professor Emeritus, Physical Education

**John Carlson, M.R.E.**, Professor Emeritus, English

**Kristi Carlson, M.F.A.**, Professor Emerita, Art

**Caroll Carson, M.A.**, Professor Emeritus, Mathematics

**Bradley Creswell, D.M.A.**, Professor Emeritus, Music

**Ronald Eide, M.A.**, Professor Emeritus, Chemistry

**Charles Gavin, Th.D.**, Professor Emeritus, Religion

**James Hamre, Ph.D.**, Professor Emeritus, Religion and Philosophy

**Kenneth Hansen, M.Ed.**, Professor Emeritus, Speech and English

**Wayne Johns, M.ED.**, Professor Emeritus, Mathematics

**Adrian Johnson, LL.D.**, Professor Emeritus, Music

**Frank Kovach, M.B.A.**, Professor Emeritus, Business

**Robert Loken, D.A.**, Professor Emeritus, English

**David Rasmussen, M.A.**, Professor and Assistant Dean Emeritus, Industrial Education

**Timothy Schmidt, D.M.A.**, Professor Emeritus, Music

**Robert Sherman, M.A.**, Professor Emeritus, History

**Eugene Strand, Ph.D.**, Professor Emeritus, Computer Information Systems

## PRESIDENTS OF WALDORF COLLEGE

C. S. Salveson (1903-1904)

L. W. Boe (1904-1915)

Martin Hegland (1915-1919)

O. O. Bjerthness (Acting President 1919-1920)

C. B. Helgen (1920-1929)

C. M. Granskou (1929-1932)

J. L. Rendahl (1932-1943)

M. O. Nilssen (1943-1950)

A. L. Halvorson (Acting President 1950-1951)

Sidney A. Rand (1951-1956)

Sigvald D. Fauske (1956-1970)

Gerrish Severson (Acting President 1970-1971)

Paul D. Mork (1971-1978)

Morris Wee (Acting President 1978-1979, 1985-1986)

Arndt F. Braaten (1979-1985)

William E. Hamm (1986-1999)

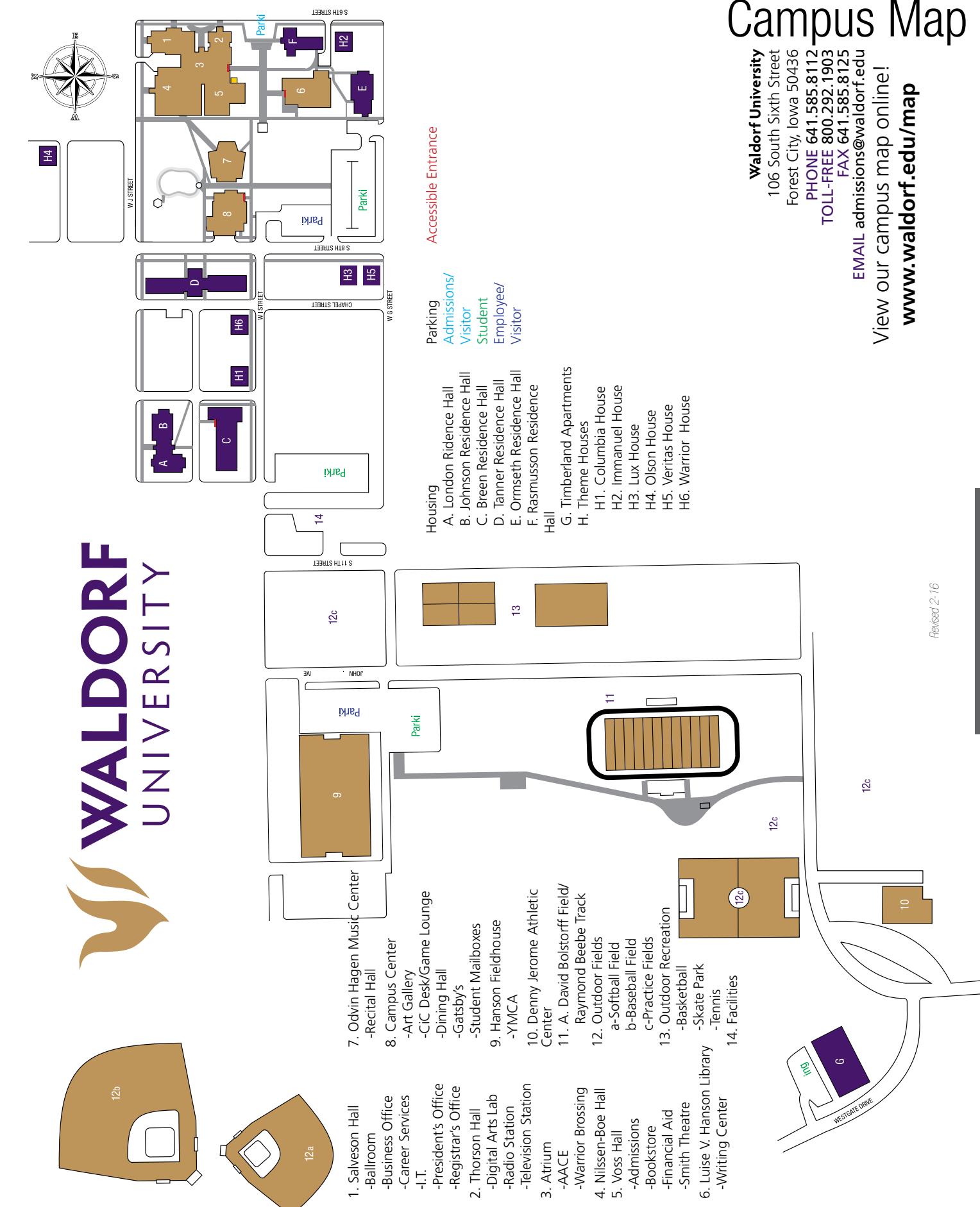
Thomas L. Jolivette (1999-2004)

Robert L. Vogel (Acting President 2004-2005)

Richard A. Hanson (2005-2010)

Joseph Manjone (2010-2011)

Robert A. Alsop (2011-Present)



# Campus Map

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View Our Campus map online!  
[www.waldorf.edu/map](http://www.waldorf.edu/map)

Revised 2-16

Governance

## 2015-2016 ACADEMIC CALENDAR

### Fall Semester

August 20-21, Thursday-Friday .....	Faculty Workshop .....
August 21, Friday.....	Freshmen Arrive .....
August 21, Friday.....	Opening Convocation .....
August 21-23, Friday-Sunday.....	Freshmen Orientation .....
August 23, Sunday.....	Returning Students Arrive .....
August 24, Monday.....	Classes Begin .....
September 4, Friday.....	Last Day to Drop/Add Classes .....
September 5-7, Saturday-Monday .....	Labor Day Break .....
September 18, Friday.....	Last Day to Withdraw from 1st 7 Week Courses .....
October 3-5, Saturday-Monday .....	Mid-Semester Break .....
October 6, Tuesday .....	Classes Resume .....
October 9, Friday .....	1st 7 Week Courses End .....
October 11, Sunday .....	Founder's Day .....
October 12, Monday .....	Mid-Semester Grades Due .....
October 13, Tuesday .....	2nd 7 Week Courses Begin .....
October 23, Friday .....	Last Day to Withdraw from a Semester Class .....
November 6, Friday .....	Last Day to Withdraw from 2nd 7 Week Courses .....
November 25-29, Wednesday-Sunday* .....	Thanksgiving Break .....
December 7, Monday .....	Last Day of Classes .....
December 8-11, Tuesday-Friday .....	Final Exams .....
December 11, Thursday* .....	Semester Ends for Students .....
December 14, Tuesday.....	Grades Due .....

### Spring Semester

January 11, Monday .....	Classes Begin .....
January 22, Friday .....	Last Day to Drop/Add Classes .....
February 5, Friday .....	Last Day to Withdraw from 1st 7 Week Courses .....
February 26, Friday .....	1st Week of 7 Week Courses End .....
February 27-29, Saturday-Monday .....	Mid-Semester Break .....
March 1, Tuesday .....	Classes Resume .....
March 5-13, Saturday-Sunday* .....	Spring Break .....
March 14, Monday.....	Classes Resume .....
March 14, Monday.....	2nd 7 Week of Courses Begin .....
March 18, Friday .....	Last Day to Withdraw from a Semester Class .....
March 25-28, Friday-Monday .....	Easter Break .....
April 8, Friday .....	Last Day to Withdraw from 2nd 7 Week Courses .....
May 2, Monday .....	Last Day of Classes .....
May 3-6, Tuesday-Friday .....	Final Exams .....
May 6, Friday* .....	Semester Ends for Students .....
May 7, Saturday .....	Commencement .....
May 10, Tuesday .....	Grades Due .....

### Summer Semester

May 9, Monday .....	Classes Begin .....
May 25, Wednesday .....	Last Day to Withdraw from 5 Week Summer Course .....
May 28-30, Saturday-Monday .....	Memorial Day Break .....
June 10, Friday .....	5 Week Summer Term Ends for Students .....
June 14, Tuesday .....	Grades for 5 Week Summer Term Due .....
June 16, Thursday .....	Last Day to Withdraw from a Semester Class .....
July 1-4, Friday-Monday .....	4th of July Break .....
July 22, Friday .....	Last Day of Classes .....
July 22, Friday .....	Semester Ends for Students .....
July 26, Tuesday .....	Grades Due .....

A five week Summer Term will begin Monday, May 9 and end Friday, June 10. Grades are due by Tuesday, June 14.

\*Residence Halls will be closed during these breaks so resident students will need to make alternate arrangements or pay extra to stay in halls.

## 2016-2017 ACADEMIC CALENDAR

### Fall Semester

August 17-19, Wednesday-Friday .....	Faculty Workshop .....
August 19, Friday .....	Freshmen Arrive .....
August 19-21, Friday-Sunday .....	Freshmen Orientation .....
August 21, Sunday .....	Returning Students Arrive .....
August 22, Monday .....	Opening Convocation .....
August 24, Wednesday .....	Classes Begin .....
September 3-5, Saturday-Monday .....	Labor Day Break .....
September 7, Wednesday .....	Last Day to Drop/Add Classes .....
September 16, Friday .....	Last Day to Withdraw from 1st 7 Week Courses .....
October 7, Friday .....	1st 7 Week Courses End .....
October 11, Tuesday .....	Founder's Day .....
October 10, Monday .....	Mid-Semester Grades Due .....
October 10, Monday .....	2nd 7 Week Courses Begin .....
October 21, Friday .....	Last Day to Withdraw from a Semester Class .....
October 28, Friday .....	Last Day to Withdraw from 2nd 7 Week Courses .....
November 23-27, Wednesday-Sunday* .....	Thanksgiving Break .....
December 2, Friday .....	Last Day of Classes .....
December 5-8, Monday-Thursday .....	Final Exams .....
December 11, Thursday* .....	Semester Ends for Students .....
December 12, Monday .....	Grades Due .....

### Spring Semester

January 11, Wednesday .....	Classes Begin .....
January 25, Wednesday .....	Last Day to Drop/Add Classes .....
February 3, Friday .....	Last Day to Withdraw from 1st 7 Week Courses .....
February 24, Friday .....	1st Week of 7 Week Courses End .....
March 4-12, Saturday-Sunday* .....	Spring Break .....
March 13, Monday .....	Classes Resume .....
March 13, Monday .....	2nd 7 Week of Courses Begin .....
March 17, Friday .....	Last Day to Withdraw from a Semester Class .....
March 31, Friday .....	Last Day to Withdraw from 2nd 7 Week Courses .....
April 14-17, Friday-Monday .....	Easter Break .....
April 18, Tuesday .....	Classes Resume .....
April 28, Monday .....	Last Day of Classes .....
May 1-4, Monday-Thursday .....	Final Exams .....
May 4, Thursday* .....	Semester Ends for Students .....
May 5, Friday .....	Commencement Practice .....
May 6, Saturday .....	Commencement .....
May 9, Tuesday .....	Grades Due .....

### Summer Semester

May 8, Monday .....	Classes Begin .....
May 24, Wednesday .....	Last Day to Withdraw from 5 Week Summer Course .....
May 27-29, Saturday-Monday .....	Memorial Day Break .....
June 9, Friday .....	5 Week Summer Term Ends for Students .....
June 13, Tuesday .....	Grades for 5 Week Summer Term Due .....
June 15, Thursday .....	Last Day to Withdraw from a Semester Class .....
July 4, Tuesday .....	4th of July Holiday .....
July 21, Friday .....	Last Day of Classes .....
July 21, Friday .....	Semester Ends for Students .....
July 24, Monday .....	Grades Due .....

A five week Summer Term will begin Monday, May 8 and end Friday, June 9. Grades are due by Tuesday, June 13.

\*Residence Halls will be closed during these breaks so resident students will need to make alternate arrangements or pay extra to stay in halls.

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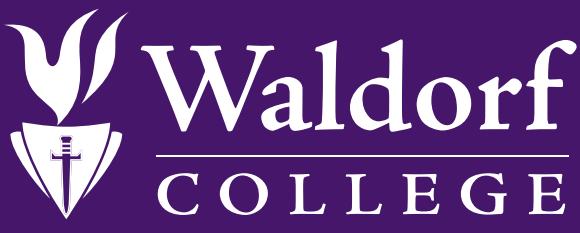
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